

**FREMONT COUNTY COMMISSIONERS MEETING MINUTES**  
**May 6, 2013**

**Present for the meeting was:** Commissioners Lee Miller, Jordon Stoddard, and Bill Baxter.

**Also attended by:** Clerk Abbie Mace, Deputy Clerk Laura Singleton, Assessor Kathy Thompson, Sheriff Len Humphries, and Treasurer J'Lene Cherry

Commissioner Miller called the meeting to order and welcomed those in attendance. Sheriff Len Humphries offered the prayer. Commissioner Bill Baxter led the pledge.

**Elected Officials**

Treasurer J'Lene Cherry stated that there are times when she needs to be able to access the internet but has not been able to get on. She said it is easier to find people, businesses, and banks by accessing the internet. Sheriff Humphries stated he has also had a hard time getting on. Josh Warnke stated that new security guards have been installed, but as long as you let him know you are having problems, it is an easy fix. Employees are not supposed to have access to Facebook while at work. The commissioners gave permission for the Treasurer's Office to be able to go onto Facebook in order to find people for tax purposes. Ms. Cherry reported that she received a call from Zions Bank stating that there is still money left over from the Woodlands Subdivision at Bills Island. Ms. Cherry will need to visit with Planning and Building Administrator Tom Cluff about this to make sure all improvements have been made and work is done on the subdivision before we do anything with the money. Ms. Cherry stated there are 41 tax deeds she is still working on.

Sheriff Len Humphries reported he had a pretty quiet weekend. One death was reported in the Egin area over the weekend. Mr. Humphries attended a communications meeting last week. His department is reviewing some old cases and getting ready for the summer. Mr. Humphries reported 4 inmates in custody today. He also thanked the City of Island Park for the purchase of two new radar units for their department.

Assessor Kathy Thompson stated her office is doing a lot of edits to make sure parcels are where they should be and that the values are right on them. Assesment notices will go out about the 3<sup>rd</sup> of June. Things are going good in her office.

Clerk Abbie Mace reported that she attended the PRIMA conference in Pocatello last week and stated it was a good meeting. Last Friday, the elected clerks and lead deputies met with Judge Shindurling and Burt Butler. There will be a new law clerk so we will be paying more into that program. This week we will be holding a poll worker training meeting for the elections on May 21<sup>st</sup>. There is a gentleman from DEQ who wants to visit about the gas station in Ashton that has had the contamination. He would like to involve the county with this issue. Budget and Levy training will be on May 14<sup>th</sup> at EITC at 8:30 a.m. Ms. Mace will also be attending a County Court Committee Meeting in Boise on May 17<sup>th</sup>. She also reminded everyone that there will be a webinar reviewing this year's legislative session on May 15<sup>th</sup>.

Commissioner Bill Baxter went to a meeting regarding the 2013 Legislative Tour. During the Legislative Tour, there will be a dinner held in Harriman State Park one night. They would also like to tour Mesa Falls while they are here. Mr. Baxter also reported that most of the money has been collected for this. They plan on having about 150 people come to this event.

Commissioner Jordon Stoddard stated the concrete has been poured for the bleachers at the fairgrounds and they are working on that project.

Commissioner Lee Miller reported that he also went to the PRIMA Meeting and learned some new things. He also has met with Parks and Recreation Director Tamra Cikaitoga and they discussed issues regarding the recreational vehicle registrations. A committee has been organized to discuss these issues, but Fremont County has been left out of the committee. Ms. Cikaitoga is still attending the meeting today so she can find out what will be happening and if they make any decisions.

Mayor Phil Sutherin stated he is still working with the Sheriff on the contract to go ahead with added patrol in the City of Teton.

### **Carlos Aponte RE: Insurance Updates and Reports**

Mr. Aponte introduced John Simmons who is an insurance attorney. Mr. Simmons explained how the seasonal and part-time employees will be covered by our insurance program. He also explained how the Affordable Care Act (Obama Care) is going to affect these workers. He explained how to determine if an employee is seasonal or part-time by determining how many hours are worked during a measuring period. Mr. Simmons stated that he can draft a Measurement Application Policy for the County for \$2500 to \$3000.

Commissioner Baxter made a motion to enter into a contract with John Simmons to do a Measurement Application Policy and also review our policies regarding health care reform with a \$5,000 limit. Commissioner Stoddard seconded the motion. A full voice vote was heard with all commissioners voting in favor.

Commissioner Miller made a motion to amend the agenda to include an appointment with Dale Swenson requesting a Drought Declaration at 11:10 a.m. Commissioner Baxter seconded the motion. A full voice vote was heard with all commissioners voting in favor.

### **Dale Swenson RE: Drought Declaration**

Mr. Swenson asked the commissioners to petition the State of Idaho for a drought declaration stating that it will make it easier to transfer water rights and move water around in the upcoming months.

Commissioner Baxter made a motion to sign Resolution 2013-13, declaring that a local drought emergency exists in Fremont County. Commissioner Stoddard seconded the motion. A full voice vote was heard with all commissioners voting in favor.

Commissioner Miller made a motion to amend the agenda to discuss the cloud seeding project with High Country RC&D. Commissioner Stoddard seconded the motion. A full voice vote was heard with all commissioners voting in favor. Commissioner Miller discussed what the money for the cloud seeding project helps to accomplish. Commissioner Miller recommended that we pay \$5000 to help with this project for next year.

### **Ryan & Heidi Partridge RE: Late Taxes**

Mr. Partridge owns what used to be the old hospital in the city of Ashton. He is asking for a little bit of forgiveness of the tax penalties that have accrued from the years 2009 thru 2011. Commissioner Miller made a motion to have Mr. Partridge pay \$9,078.26 for the 2009 thru 2011 taxes. The commissioners have agreed to forgive half of the tax penalties so this amount includes the taxes and half of the late charges and penalties. This needs to be paid on or prior to June 1, 2013.

Commissioner Stoddard seconded the motion. A full voice vote was heard with all commissioners voting in favor.

**Public Works Director Brandon Harris RE: Department Reports**

Road and Bridge – Mr. Harris brought in some estimates of the road oil they are going to be purchasing for the upcoming road projects they will be doing. Mr. Harris would like to hold a public meeting to inform people of the major road projects they will be doing over the summer.

Commissioner Miller suggested he talk to the newspaper so they can also put some information in there. It was recommended to hold a public meeting on May 16<sup>th</sup> so they can inform people of the road construction that will be going on.

Landfill – Mr. Harris received a check for metal recycling in the amount of \$57,560.85.

Sewer – The bid opening for the sewer project will be on the 28<sup>th</sup> of May.

Equipment – Mr. Harris brought in a quote for the Crack Seal Machine. Commissioner Miller made a motion to buy the Crafcro EZ1000 Serier for \$51,250 and to make a down payment of \$12,812 coming out of this year's budget and the remainder coming out of next year's. Commissioner Stoddard seconded the motion. A full voice vote was heard with all commissioners voting in favor. The Island Park Sewer Department would like to purchase the old ambulance to use for videoing their sewer lines. It is still valued at \$4500. The fuel tanks in Island Park were broken into over the weekend and caused some damage. Mr. Harris suggested we put some cameras at that location in case of future problems.

Commissioner Baxter made a motion to allow the Sewer Department to purchase the EMS ambulance for \$4500. Commissioner Stoddard seconded the motion. A full voice vote was heard with all commissioners voting in favor.

**Planning and Building Administrator Tom Cluff RE: Department Report**

Mr. Cluff reported that Parks and Recreation Director Tamra Cikaiotoga, is in Boise today talking with people regarding the snowmobile registrations. Commissioner Miller stated he is very concerned about the Island Park area losing money if we lose the ability to register recreational vehicles in our area. Mr. Cluff stated they are working on issues regarding the Hungry Bear Market that had the fire. There has been indication that they would like to rebuild but nothing definite has been done yet. Blake Bowman has been working on this issue. Mr. Cluff reported Planning and Building revenue is doing pretty good this year. It is actually up a little from last year. New house construction is better than last year. Things are going pretty well in his department.

**Executive Session IC 67-2345(1)(b)**

Commissioner Miller made a motion to go into executive session pursuant to IC 67-2345(1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student; at 1:57 p.m. Commissioner Stoddard seconded the motion. A roll call vote was taken with Commissioner Stoddard voting "Aye", Commissioner Miller voting "Aye" and Commissioner Baxter voting "Aye". Commissioner Miller declared the meeting open at 2:49 p.m.

**Weed Supervisor Bryce Fowler RE: Job Descriptions, Department Report**

Mr. Fowler will hire his employees for the weeds department at Grades 2, 3 and 4 and it will depend on the responsibilities that the employees have as to what grade they are hired under. Mr. Fowler stated he would like to be able to have Stephanie put items on the surplus sales site. Commissioner Miller stated he would like the local people to have the opportunity to buy things and

not just county employees. They discussed possibly publishing the sales in the newspaper or alerting people to the website where they can view items that are for sale. There was discussion on how to go about selling surplus items. Mr. Fowler also reported that he will be meeting with the railroad this week. Boat wash training will be on the 14<sup>th</sup> of May at 8:00 a.m.

#### **Fleet Manager Justin Wickham RE: Vehicle Purchase**

Mr. Wickham would like purchase the '93 Jeep Cherokee that the Sheriff's Department has used at the Sand Hills. The Sheriff has told Mr. Wickham that he would sell it to him for \$150. The commissioners stated that they feel things like this need to be put for sale on the public surplus site in order to give other people the chance to purchase also. The commissioners directed Mr. Wickham to not do anything with the Cherokee yet. They would like to look at some other options before it is put on the surplus sale site.

#### **IT Director Lisa Turner RE: Computer Replacement Program & Records Retention Policy**

Ms. Turner stated that they have a line in each department's budget where they pool all department money together and save it in order to replace equipment. They are anticipating replacing all the desktop and laptop computers with this money. Recently, they have seen some of the departments are spending money out of that budget. People are supposed to notify Ms. Turner before they spend money out of that budget. The commissioners directed Ms. Turner to notify everyone that they should not be spending money from this budget without prior approval. Ms. Turner stated that it is more cost effective to replace equipment all at once throughout the departments rather than replacing one piece of equipment at a time as it goes down. Another year they will replace all the printers, then another year they will replace copiers. Commissioner Miller would like Ms. Turner to put together a list of things that will be replaced and the cycle of replacement for equipment.

Mr. Warnke stated that there is no email policy in place for the county regarding permanent records and emails. He questioned the commissioners on what they want him to do with regards to saving emails. Deputy Prosecuting Attorney Ryan Dustin stated that if emails relate to permanent records it becomes a permanent record, therefore it must be saved for ten years according to law. Mr. Dustin discussed the importance of treating all emails as permanent records just to be on the safe side. Mr. Dustin suggested we change our policy so that emails are kept for ten years. The commissioners stated they would like to start saving emails for ten years.

#### **EMS Director Bob Foster RE: Capital Budget, Ambulance Sale, Sand Dunes Building**

Sand Dunes Building - Shannon Bautista, from BLM, would like to know if the county wants to proceed with the building at the Sand Hills since we did not get the grant that was applied for. She brought in a quote for how much it would cost to build a steel building with 4 bays. The total cost would be \$101,871.60. Ms. Bautista recommends we get some more bids. Mr. Foster presented some options also to reduce the costs. They also suggested going with a wood frame rather than steel to bring the costs down. There was discussion on all the different options that could be looked at for building this. Ms. Bautista also suggested putting together a Memorandum of Understanding between BLM and Fremont County so things can proceed more quickly. The commissioners stated that we will continue to move forward with the building.

Radios – The 700 MHz radios have been ordered and should be arriving soon. Mr. Foster would like to sell the surplus VHF hand held radios to offset the cost of the new 700 MHz models.

Equipment – Mr. Foster discussed purchasing new loading systems for the Island Park Ambulance and the St. Anthony Ambulance. He stated the advantages it would have to the county. He also

discussed other new and more up to date equipment he would like to purchase for the EMS Department.

Commissioner Baxter made a motion to approve the purchase of the two Styker Power pro XT Gurneys with one loading system for the amount of \$33,000, three Physio-Control Lifepak 12 Vital Signs/AED/12-Lead Monitor for the amount of \$27,500, and one Simulaids STAT Simulator System w/AED training cables for the amount of \$5,500. Commissioner Stoddard seconded the motion. A full voice vote was heard with all commissioners voting in favor.

#### **5-County Detention Administrator Nicky Chavez RE: Executive Session IC 67-2345(1)(b) & Sign Grants**

Commissioner Miller made a motion to go into executive session pursuant to IC 67-2345(1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student; at 4:37 p.m. Commissioner Stoddard seconded the motion. A roll call vote was taken with Commissioner Stoddard voting "Aye", Commissioner Miller voting "Aye" and Commissioner Baxter voting "Aye". Commissioner Miller declared the meeting open at 4:44 p.m.

Commissioner Miller made a motion to sign a Memorandum of Agreement to support Clinical Services in Juvenile Detention Facilities between the Idaho Department of Juvenile Corrections, the Idaho Department of Health and Welfare and Fremont County. Commissioner Baxter seconded the motion. A full voice vote was heard with all commissioners voting in favor.

Commissioner Stoddard made a motion to sign the Memorandum of Understanding between Five County Detention and Youth Rehabilitation Center and Madison Memorial Hospital to have services given to juveniles by Madison Memorial to comply with the Prison Rape Elimination Act. Commissioner Baxter seconded the motion. A full voice vote was heard with all commissioners voting in favor.

#### **Miscellaneous**

Commissioner Baxter made a motion to approve the claims for May 6, 2013 as presented. Commissioner Miller seconded the motion. A full voice vote was heard with all commissioners voting in favor.

Commissioner Stoddard made a motion to approve the minutes from April 19, 2013. Commissioner Baxter seconded the motion. A full voice vote was heard with both commissioners voting in favor. Commissioner Miller abstained from the vote since he was absent from the meeting.

Commissioner Baxter made a motion to approve the minutes from April 22, 2013. Commissioner Stoddard seconded the motion. A full voice vote was heard with both commissioners voting in favor. Commissioner Miller abstained from the vote since he was absent from the meeting.

Commissioner Stoddard made a motion to sign a release of lien for Last Chance Sewer LID for Thomas Watkins. Commissioner Miller seconded the motion. A full voice vote was heard with all commissioners voting in favor.

Commissioner Miller made a motion to sign amendment to the master agreement with Fish and Game regarding the maintenance of fishing access sites. Commissioner Stoddard seconded the motion. A full voice vote was heard with all commissioners voting in favor.

There being no further business to come before the board the meeting was adjourned.

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LeRoy Miller, Chairman  
Fremont County Commission

Attest: \_\_\_\_\_  
Abbie Mace, Clerk