

FREMONT COUNTY COMMISSIONERS MEETING MINUTES
April 17, 2023

Present for the meeting was : Commissioners Scott Kamachi, Blair Dance and Rick Hill

Also attended by: Clerk Abbie Mace, Deputy Clerk Kim Fletcher, and Civil Attorney Blake Hall

Commissioner Hill led the pledge.
Commissioner Dance offered the prayer.

Commissioner Kamachi called the meeting to order and welcomed those in attendance.

Public Works Brandon Harris RE: Purchasing Plan - action item; Fun Farm Right of Way Agreement - action item

Mr. Harris reviewed his purchasing plan for Road and Bridge heavy equipment. The John Deere Grader that was approved in February has been delivered. Snow gear hasn't been considered into the plan and may need to be added, in the amount of about \$30,000.00. For every vehicle we purchase, the vehicle it is replacing would be surplussed for an estimated total revenue of \$240,000.00.

Commissioner Dance made a motion to proceed with this portion of the financing plan to purchase the CAT 160 M3 Grader for \$484,400.72 plus an estimated \$30,000 for snow gear, the Kenworth Transport for \$175,731.76 and Side Dump for \$67,000.00, the Kenworth Dump truck in the amount of \$161,221.26, Dump Bed for \$65,929.00 and Pup for 74,863.00. Commissioner Hill seconded the motion. A full voice vote was heard with all commissioners voting in favor.

Mr. Harris stated the goal was to try to move the Fun Farm project up a year, but we have been having trouble purchasing the right of way on some properties in order to make it work. One of those is from Frank Vandersloot. They have been great to work with, its just a matter of getting to the right person. The company has been having a lot of turnover so it has been difficult to stay in contact with whoever the right person is supposed to be. Horrocks Engineering does right of way appraisals and will take over the right of way acquisition. It will cost \$29,072.00, we will have to pay 7.34% but the state will reimburse us.

Commissioner Hill made a motion to enter into this engineering services agreement with Horrocks Engineering, a Utah Company, for right of way services in the amount of \$29,072.00. Commissioner Dance seconded the motion. A full voice vote was heard with all commissioners voting in favor.

There was a discussion about the scale model of the Fun Farm Bridge, how big it will be, and eventually where to keep it, because it will be so large. Mr. Harris suggested displaying it on the front lawn of the court house. Commissioners suggested the possibility of putting it on display at the Museum of the Henry's Fork.

GIS Greg Newkirk RE: Silverado Estates Div No. 1 - 1st Amended Plat - action item; Amendment for West Chester Subdivision Div. No. 1 - 2nd Amended Plat Findings of Facts - action item

Mr. Newkirk presented application #22-094 for Silverado Estates Div No. 1 - 1st Amended Plat along with Findings of Facts, Conclusions of Law and Decision, adjusting the easement line.

Commissioner Hill made a motion to approve application #22-094 by Aspen Grove Enterprises LLC for Minor Plat Amendment for an easement and right of way realignment for lot 10A of Silverado Estates Div No. 1 - 1st Amended Plat along with Findings of Facts, Conclusions of Law and Decision. Commissioner Dance seconded the motion. A full voice vote was heard with all commissioners voting in favor.

Mr. Newkirk stated the Findings he presented for the West Chester Subdivision Div. No. 1 - 2nd Amended Plat at last weeks meeting incorrectly referred to the West Chester Subdivision Div. No. 1 - 1st Amended Plat and need to be amended.

Commissioner Dance made a motion to approve the amendment of the Findings of Facts and Conclusions of Law and Decision for application #23-004 by Leslie and Janet Ball for a boundary line adjustment between lots 8A and 10 of West Chester Subdivision Div. No. 1 - 2nd Amended Plat. Commissioner Hill seconded the motion. A full voice vote was heard with all commissioners voting in favor.

Richard Roberson RE: Mosquito Abatement District - action item

Mr. Roberson stated the Mosquito Abatement District has a position open on their board. He recommended a name to the Commissioners to fill the position.

The Mosquito Abatement District has a public meeting scheduled the first part of June, if anyone in the public has concerns.

Commissioner Hill made a motion to appoint Cy Hepworth to the Fort Henry Mosquito Abatement District.

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

Weed Control Supervisor Bryce Fowler RE: Henry 's Fork CWMA Grant Agreement - action item

Mr. Fowler presented the Henry's Fork CWMA Grant Agreement. Commissioners signed the cost share agreement 2 weeks ago.

Commissioner Dance made a motion to sign the Idaho State Department of Agriculture Henrys Fork Cooperative Weed Management Area Disbursement Agreement for State and Federal Cost Share Funds.

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

Jan Neish RE: Streaming - action item

Ms. Neish discussed archiving the Commissioners and P&Z meetings that are streamed on YouTube. There are a lot of people that work on Monday's that want to be involved but can't attend meetings or watch them online during work hours. If it was archived for at least a week, it would allow people to watch it after work or at a time more convenient to them, and help them feel more involved. Monday holidays affect meetings when they are shifted to Tuesdays. Even if you are listening, sometimes details move quickly, and it would be nice to be able to rewind and listen to certain portions of meetings again for

clarification. This would also be helpful for Department Heads to relisten to portions of meetings that apply to them. Ms. Neish asked why we don't archive the meetings when we have the ability to do so.

Ms. Neish stated another issue is the inability for viewers to see the display screens in order to follow along with presentations. It's not the presenter's fault, the current camera setup just doesn't reach the screens. She wonders if another camera can be wired into the Commissioners and P&Z rooms feed which can be switched in order to show the screens so viewers can understand what is being presented. It would be the cost of new cameras and their installation. She feels the county is behind when it comes to transparency for the constituents.

Clerk Mace stated when we started with the Zoom, it was the recommendation of our previous legal council to not archive the meetings and continue to rely on the minutes as the official record.

Ms. Neish stated we could and should still rely on the minutes as the official record, and could set a time limit for how long the meetings are archived for viewing, whether it be a week or two, just long enough to give people time to watch and get the information they need from them before they are deleted.

Commissioner Hill stated from his time serving on the City Council, the City doesn't broadcast, nor does the school board and meetings seem to extend because you have blocks of time that aren't accounted for. From the Commissioners perspective, he feels the broadcast keeps us on track. He wondered how many people log in to watch.

Clerk Mace stated it varies, usually depending on what is on the agenda. The most we have had is about 15. Currently there are 7 watching.

Commissioner Hill understands where Ms. Neish is coming from in trying to involve more people in the meetings, but he feels it's better for a person to attend the meeting directly if there is something on the agenda they are interested in. It is more affective to be present.

Commissioner Dance stated it is something we could look into. He appreciates her comment about "completing the thought" concerning the presentation screens and making sure we involve everyone in being able to see those presentations and have them make sense. He doesn't know how difficult it would be to install more cameras in order to help include the screens.

Commissioner Kamachi feels the only way we can address this with full knowledge of what we are doing is to consult with our IT Department and see what it would require, and then consult with our legal council about how they feel about the live streaming.

5C Director Nicky Chavez RE: Executive Session IC 74-206(1)(b) - action item

Commissioner Kamachi made a motion to go into executive session pursuant to IC 74-206(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 10:51 a.m. Commissioner Dance seconded the motion. A roll call vote was taken with Commissioner Kamachi voting "Aye" and Commissioner Dance

voting “Aye”. Commissioner Hill voting “Aye” Commissioner Kamachi declared the meeting open at 11:10 a.m.

Commissioner Hill made a motion to approve temporary staffing changes at 5 County. E-2023-03, temporary \$2/hr increase, E-2023-04 temporary \$2/hr increase, E-2023-05 added hours up to 40 hrs/wk as needed. Commissioner Dance seconded the motion. A full voice vote was heard with all commissioners voting in favor.

Clerk Abbie Mace RE: Executive Session IC 74-206(1)(a,b,f) - action item

Commissioner Kamachi made a motion to go into executive session pursuant to IC 74-206(1)(a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general; (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; (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement; at 11:13 a.m. Commissioner Dance seconded the motion. A roll call vote was taken with Commissioner Kamachi voting “Aye” and Commissioner Dance voting “Aye”. Commissioner Hill voting “Aye” Commissioner Kamachi declared the meeting open at 11:49 a.m.

Commissioner Dance made a motion to authorize Chairman Kamachi to sign a letter withdrawing from the Tri-County Adult Misdemeanor Probation Department Joint Powers and Operating Agreement effective September 30th, 2023 and to send such notice to Madison County Board of County Commissioner Chairman, Todd Smith. Commissioner Hill seconded the motion. A full voice vote was heard with all commissioners voting in favor.

Planning and Building Administrator Tom Cluff RE: Discussion of Building Permit Refunds - action item

Mr. Cluff cancelled his appointment.

Elections Clerk Bonita Sutton RE: Cancelled Election - action item

Ms. Sutton stated the 2 Library Districts and North Fremont Hospital District elections have been cancelled for the May election due to having no contested races.

Elected Officials and Department Heads - Discussion on Security Concerns; Policy for Credit Cards - action item

Treasurer J’lene Cherry stated we have several security concerns in the county. A credit card that was requested and approved, but it was never discussed with her as it should have been according to our current policy. She doesn’t know this person it was requested for. She had a request for 2 cards for the Search and Rescue as well, they were approved, she made them show her ID, but she didn’t know them either. Anyone could look at our agenda and see a name requesting a credit card, and come in to the meeting, but not be who is actually the person needing the card. It has happened in other counties, where county credit cards were issued to people who are not county employees.

Ms. Cherry stated there was an incident with a new 5C employee who came to cash a check for petty cash. Ms. Cherry didn't know who she is. Neither does anyone in the Clerk's office, they told her "We think she's from 5C." As county employees, we don't have anything to identify ourselves as county employees. She knows Keith Richey has a machine in his office that makes badges, so that might be an option, but we've had them made twice and no one wears them.

Chief Deputy Sheriff Bart Quayle feels the Sheriff's Office gets asked for more walk throughs in the buildings, especially during tax season. They answer more incident calls in the court room. If we had badges for employees, it would add an extra layer of security for the building. He would rather have a proactive solution put in place than a reactive solution, but there is definitely a need for improved security.

IT Director Josh Warnke stated we have had a lot of turnover on our staff. They have a lot of people that come to them stating they are from various departments requesting logins and passwords, but IT doesn't know who they are or when they were hired or even if they were hired. It is an issue for them as well and could be a security issue.

IT Manager Chad Quayle had a request for a key fob to the building from a man who claimed he was a new employee, but Mr. Quayle knew who he was and referred him to the Sheriff's Office. This man has a record and is known in the building. It could have been a different outcome if the request was made to a newer employee who doesn't know who he is.

Assessor Carol Blanchard discussed some of the security concerns in her office since the last time it flooded 5 years ago. There are still some repairs that need to be done with the panic buttons for some of the desks. There was some discussion for options in how to find replacements for those buttons, because the lines were cut at some point in the reparations.

Ms. Cherry stated another problem we have is years ago our panic buttons and alarms were checked once a week. They haven't been checked in a long time. They aren't checked nearly as frequently as they should be. Most of the newer staff at the Sheriff's Office don't know what the loud noises are when we push the panic buttons, they don't know where its coming from or what it means. They also don't know where the rooms are in the courthouse because they have all been moved around.

Ms. Blanchard feels the badges might be a good first step. Her appraisers have them when they go out in the field to help identify themselves.

Clerk Mace asked how far reaching the badges should go, and if they should include all of our EMT's, Road and Bridge, Landfill, or just the office-based employees.

They discussed when and where the ID's should be issued. They discussed who they should be issued to, and if it is required to wear one, there will also need to be a consequence to not wearing it.

Treasurer J'lene Cherry discussed the policy for issuing credit cards for county employees. She doesn't know why, but the bank will only issue the credit cards if her social security number is on it. This is why the issue with the credit cards is such a concern. They are also supposed to be requested through the Treasurer's Office by the Department Head, and then the Treasurer's Office presents them to the Commissioners.

This needs to be reestablished. She will not accept a request anymore without a copy of the person's driver's license. We just need to know who people are.

There were several Department Heads not present to give input.

They discussed forming a committee to discuss improving the overall security of the courthouse and annex, and issuing of credit cards. From a policy point of view, Commissioner Dance feels all Department Heads and at least one County Commissioner need to be involved on the committee. If the Department Head decides not to participate, they will need to meet with the County Commissioners to answer why.

Commissioners instructed Clerk Mace to issue a notice for a meeting of the Department Heads or Elected Officials to discuss these issues, with correspondence coming from the Sheriff's Office. Commissioner Hill was assigned to serve on the committee as representative for the Commissioners.

Miscellaneous

Commissioner Dance made a motion to approve the claims for April 17, 2023 as presented. Commissioner Hill seconded the motion. A full voice vote was heard with all commissioners voting in favor.

Commissioner Dance made a motion to approve the minutes from April 10, 2023 as amended. Commissioner Hill seconded the motion. A full voice vote was heard with all commissioners voting in favor.

Commissioner Hill made a motion to adjourn the meeting at 2:58 pm. Commissioner Kamachi 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.

L. Scott Kamachi, Chairman
Fremont County Commissioner

Attest: _____
Abbie Mace, Clerk