

FIRST DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 9, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Craig L. Hanson
Commissioner Tom Dale
Deputy Clerk Monica Reeves

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for George Bell and Isaac Hodges.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,210.00 to R & H Wholesale Supply.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$2,657.39 to Western Building Supply.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Parks Department in the amount of \$1,917.83 to Waxie Sanitary Supply.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-007726, 2015-007727, and 2015-007728.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Sockeye Grill & Brewery to be used March 14, 2015 for the Shamrock Shuffle Marathon.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Facilities Manager Paul Navarro, Senior Administrative Assistant Jenen Ross, and Deputy Clerks Kelly Martinez and Monica Reeves. Ms. Martinez and Ms. Ross left at 8:36 a.m. Paul Navarro reported the remodel of the Sheriff's administration area will be finished today, and the staff lounge in the jail will be completed in two weeks; the stucco work will begin this week on the old shop located at 304 North 12th Avenue; the remodel of Commissioner Rule's office will begin next Monday; managers of the animal shelter want to meet regarding energy conservation and a possible water leak in the facility. The Bureau of Reclamation offered to donate some Herman Miller cubicle systems and executive wood furniture that can be used in the remodel of the courthouse as well as in the building located at 304 N. 12th Avenue. There is more furniture (100 cubicles) than we need so Mr. Navarro contacted the Department of Health and Welfare about the possibility of partnering with them to put some of the furniture in the recovery centers that are being planned in Boise, Emmett, Nampa and Mountain Home. The Board thinks that's a good idea. The furniture costs \$4,500 per 10 x 10 cubicle so essentially the County will receive \$450,000 in free furniture. Mr. Navarro will obtain a bid to move the furniture and he will check on storage needs as well. Commissioner Rule said it would be wise to pick up extra cubicles because it's possible the public defender will ask for six to eight more employees in the years to come. The RFQ for the courthouse remodel construction project will be signed today and will kick off the prescreening process to narrow the pool of potential bidders who will then be asked to submit bids. He's hoping to have a notice to proceed by May 1. It's expected to take three weeks for the City of Caldwell to review the blueprints. Commissioner Hanson said he appreciated Mr. Navarro's professional response to an official who was trying to make changes to the plans after the fact. Mr. Navarro wants to discuss an employee salary issue with the Board during the legal staff meeting at 9:00 a.m. The meeting concluded at 8:44 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (i). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Leon Samuels, Facilities Manager Paul Navarro, HR Director Jeannine Eiband, and Deputy Clerk Monica Reeves. Mr. Navarro left at 9:11 a.m. Ms. Eiband left at 9:21 a.m. The Executive Session concluded at 9:42 a.m. with no decision being called for in open session.

CONSIDER SIGNING RFQ FOR COURTHOUSE REMODEL CONSTRUCTION PROJECT

The Board met today at 9:46 a.m. to consider signing a Request for Qualifications (RFQ) for the Courthouse Remodel Project. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. Paul Navarro said the first phase (demolition) has occurred and the second and third floors on the west side of the building are ready for build out with new courtrooms and the new Prosecuting Attorney's Office. Blue prints are finalized and will go to the City of Caldwell today for plan review. The County did an analysis and weighed fire sprinklers versus going with the 1974 fire code with fire corridors and fire penetrations and it was determined there would be a cost savings by installing a fire sprinkler system. The plan is to sprinkle only the remodeled areas; however, the Caldwell Fire Marshal is not willing to issue a permit until we have a plan in place to sprinkle the remaining parts of the building. Mr. Navarro has advised that the Board cannot go beyond one year for any kind of legal procurement, but we may have to get legal counsel involved in the discussion because he does not believe the fire marshal can require us to do that. It was decided there should be additional communication with the fire marshal to go over what the County

can do and what it cannot do. Mr. Navarro said the remodel project is estimated to come in under \$2 million, and once the Prosecutor's Office moves to its new location on the third floor, Phase II will be to remodel and demo the current Prosecutor's Office and public meeting room into new district courtrooms. The final phase includes some ancillary work in the Clerk's Office on the second and third floors as well as some work between the east and west side of the building across from the Trial Court Administrator's Office. Sam Laugheed said this stage of the project should be done by mid-April followed by the bid process which is expected to go quickly. Mr. Navarro hopes to start work as early as May 1st. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the RFQ for the Courthouse Remodel Construction Project. The review committee will consist of the judiciary, Clerk, Sheriff, Prosecutor, Mr. Navarro and the architect. The meeting concluded at 9:56 a.m. An audio recording is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE DEVELOPMENT SERVICES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION; AND CONSIDER SIGNING RESOLUTION TO REFUND DAVID WHITNEY FOR PROPERTY BOUNDARY ADJUSTMENT APPLICATION FEES

The Board met today at 10:00 a.m. for a biweekly meeting with the Development Services Director to discuss general issues, set policy, and give direction, as well as consider signing a resolution to refund David Whitney for property boundary adjustment application fee. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Development Services Director Tricia Nilsson, and Deputy Clerk Kelly Martinez. Commissioner Hanson said it appears the cost had already been covered under another case for the moving of a boundary line. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the resolution issuing a refund to David Whitney for property boundary adjustment application fees. The signed resolution, No. 15-028, is on file with this day's minute entry. Other topics of discussion included the following: budget and permit summary information; Director Nilsson is working with a property owner who has 100 plus acres and she connected him with Tina Wilson to discuss long term future plans; Director Nilsson met with the Mayor of Parma last week regarding the City's comp plan review; the ethanol plant hearing has been scheduled; information regarding a gravel pit conditional use permit in Middleton; and staff is beginning to work on code updates. The meeting concluded at 10:12 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

WEEKLY MEETING WITH THE CHIEF INFORMATION OFFICER TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:17 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Information Officer Rob Hopper, IT Development Manager Don Brown, IT Business Analyst Shawn Adamson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: CAI software update for Indigent Services; permit intake forms are ready in the Accela system; ADP project update - IT was going to take on the project management role for this process, but it turns out HR is wanting to take on the management role instead. Mr. Hopper just wanted to make sure there is a clean communication path and everyone's responsibilities and tasks are outlined. Commissioner Rule suggested a meeting be scheduled with the Board, IT, Clerk's Office, and HR to follow up on this process. Mr. Hopper said they are working with the Prosecutor's Office on a RFP for the purchase of replacement copier/printers. Mr. Hopper also discussed the Commissioners meeting room upgrade timeline noting that they are trying to get all of the work done while the Board is out of town and there is no quorum. Commissioner Rule stressed that the meeting room must be complete before a large public hearing scheduled on April 7. Mr. Hopper said there will be a brand new sound system with zonal capabilities on the speakers and they are working very hard to make sure they meet the April 7 hearing needs. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:39 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

FILE IN MINUTES

The Board filed the Monthly Report of the Canyon County Treasurer in today's minutes.

BIWEEKLY MEETING WITH THE DIRECTOR OF MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:46 a.m. for a biweekly meeting with the Director of Misdemeanor Probation to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Director of Misdemeanor Probation Jeff Breach, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: cost of supervision collections for last month totaled over \$70,000 with help from the tax

intercept process; the Judges' use of discretionary time with SILD has gone down as they are now using the community service program more; 49 offenders successfully completed community service last month and only ten were noncompliant; update on an issue with some community service forms; Director Breach said there is a real debate with Public Defender's Department regarding the courts extending past the 24 months and if the courts have jurisdiction when probation has been violated. A lot of those violations are being dismissed at this point. Director Breach anticipates the ramification for that is probation may be revoked earlier as opposed to being extended to have a chance to meet their terms. The judges have been using that extension as a tool to keep people out of jail and give them more chances to complete their probation. Director Breach met with the landfill and they are interested in using community service workers to try to supplement what they are getting from the SILD program. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:58 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING WITH THE TREASURER AND CONTROLLER'S OFFICE RE: INCREASING THE COUNTY'S CREDIT CARD AGGREGATE AMOUNT

The Board met today at 11:00 a.m. for a meeting with the Treasurers' Office and the Controller regarding increasing the County's credit card aggregate amount. Present were: Commissioners Steve Rule, Craig Hanson, and Tom Dale, Chief Deputy Treasurer Nancy Seal, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. The aggregate amount is set at \$150,000 but we are only \$1,200 from reaching the limit so the Chief Deputy Treasurer and Controller are recommending the amount be increased to \$175,000. Commissioner Dale asked if Ms. Seal and Mr. Wagoner are confident that our policies and procedures are sufficient to mitigate any potential abuse of credit use by cardholders. Mr. Wagoner is extremely confident that the policies, procedures and practices in place are functioning effectively to ensure that credit cards are being used appropriately. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to increase the County's credit card aggregate amount to \$175,000. Ms. Seal also presented the Board with paperwork for a new credit card for Kirk McGee, an employee at the landfill, which was requested by the Landfill Manager, David Loper. The paperwork is on file with this day's minute entry. The meeting concluded at 11:08 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING MARCH 9, 2015 AGENDA ITEMS

The Board met today at 11:15 a.m. to consider signing the March 9, 2015 agenda items. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Deputy Sheriff Marv Dashiell, Lt. Ben Keyes, Deputy P.A. Leon Samuels, and Deputy Clerk Monica Reeves. The items were considered as follows:

- **Consider signing Agreement between the Idaho Department of Parks and Recreation and Canyon County for the Recreation Boating Safety Grant** – The agreement has the same language that’s been signed in the past, the only difference is the department is reserving the right to reduce the grant allocation if funding from the US Coast Guard is not authorized for the entire fiscal year. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to authorize the Chairman of the Board of Commissioners to sign the Agreement between Idaho Department of Parks and Recreation and Canyon County. (Agreement No. 15-023).
- **Resolution Classifying Records of the Canyon County Sheriff’s Office and Authorizing Destruction of Lake Lowell Boat Accident Reports, Boat Inspection Forms and Citations** – Lt. Keyes would like to dispose of old department files containing boat accident reports, inspection forms and citations. Mr. Samuels reviewed the files, which are considered semi-permanent records, and prepared the resolution for the Board’s consideration. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the resolution classifying records of the Canyon County Sheriff’s Office and authorizing destruction of Lake Lowell boat accident reports, boat inspection forms and citations. (Resolution No. 15-029). Commissioner Dale asked if the number of boating accidents has increased on the lake given the increase in population. Lt. Keyes said the amount of people they contact through inspections has increased but the number of reported accidents has remained steady. Last year there were two reported boat accidents, which is a typical low number that he attributes to good enforcement and the visible presence of waterways officers. Commissioner Dale said it looks like Canyon County continues to serve the public very well on Lake Lowell.
- **Consider signing Memorandum of Understanding with the City of Nyssa** – The MOU is for the exchange of property with the City of Nyssa for the construction of a water treatment plant near the city’s water storage tank. Canyon County will acquire property from the State of Idaho which it will then exchange to the City of Nyssa in exchange for the County receiving a parcel of property. (See the MOU for the legal descriptions of the subject parcels.) Upon

the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the Memorandum of Understanding with the City of Nyssa. (Agreement No. 15-024).

The meeting concluded at 11:23 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH MAYOR HENRY AND VICKIE HOLBROOK

The Board met today at 1:35 p.m. for a meeting with Mayor Bob Henry and Vickie Holbrook. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Mayor Bob Henry, Vickie Holbrook, and Deputy Clerk Kelly Martinez. Topics of discussion included the following:

Canyon County Fair- Mayor Henry asked for an update on the Canyon County Fair. Commissioner Rule said the fair has been actively engaged in building a fundraising team and since leadership is in place they are out fundraising as we speak. Commissioner Rule said if they don't get the funding then sometime in the future we will probably have to resolve that it is going to be a smaller fair here in Caldwell. Commissioner Dale said the stadium is not "out" if a cover could be purchased for the football field then the stadium could be used for the fair and he thinks it could be a joint venture with the County, the City of Caldwell and the College of Idaho. Commissioner Hanson said the fair is the one that has been cut out by the actions of the City of Caldwell and so they can buy the cover for the fair to use on the field because the fair has already lost money because of this action and shouldn't have to come up with the money for it. Mayor Henry confirmed that the fair has its own Board and receives some funding from the Commissioners and said it sounds similar to the relationship between the library and the city.

Ford Idaho Center- Mayor Henry said Nampa is doing a Request for Proposals for the Ford Idaho Center as the master contract is coming up this year and they have several big players voicing interest. Mayor Henry said the \$1.6 million subsidy has got to change although he doesn't know if the Idaho Center will ever be self-sufficient but it can do better than it is now.

Jail Addition Project- Commissioner Hanson will be meeting today to look at the bids and rank them and then interviews will be scheduled. Commissioner Rule said we had to request bids to determine if we can actually get a contractor that says they can build this for the right price. Mayor Henry asked how many bonds have failed in the past. The Board said three bonds have failed in previous attempts. Commissioner Dale said

he isn't really in favor of the annex (proposed jail addition) and said he knows there will be added budgetary implications to this although that number is still undetermined.

Golf Courses- Commissioner Dale wanted to clarify something he heard that whoever buys the ground is going to be required to build a course and it has to be done before they shut the others down. Mayor Henry said the plan is to have another course, but they have it phased in about six different phases with phase one being the first nine of Ridgecrest. From what he understands, it will be a public golf course that is privately owned. Mayor Henry said he made it very clear to the developers that the city would have no interest in running that golf course so they are kind of out of it at this point.

St. Alphonsus- Mayor Henry is currently working with St. Alphonsus to make some changes to access to their new hospital.

Library Square- March 14, 2015 is the grand opening of the Library Square and unfortunately Mayor Henry will be out of town that day. The library is done and ready to go. They plan to open up the parking garage and offer free parking for a month to see how it effects traffic patterns.

Information Technology Department- Mayor Henry said they recently lost an IT employee to Canyon County. The City of Nampa just completed an outside source IT audit and found some real issues and some major changes will be happening in IT. Commissioner Rule said we are really lucky to have our Chief Information Officer. Mayor Henry said the eye opener for him was that IT is very unique because they are in such high demand. Mayor Henry said they continue to look for efficiencies and recognize they can't put the burden on the taxpayers.

Fire Department- Commissioner Dale asked if the Mayor is open to the fire department going to a fire district. Mayor Henry said there have been discussions about that topic and they are looking at everything, nothing is off of the table at this point.

School Districts- Commissioner Hanson said he cannot understand Canyon County's system of governing school districts. The highway districts and street departments were also discussed and Commissioner Dale asked if we could suggest some consolidation. Mayor Henry said we can pontificate because it is out of our control.

Lake Lowell- Commissioner Rule said Lake Lowell has elevated to a higher level with some of the changes that kind of slipped through the initial comment period and are really causing some pressure. We are posed to stand up in court and challenge some of

this and every indication is that the public wants to protect their rights at Lake Lowell. Mayor Henry agrees.

Animal Shelter- Mayor Henry said the animal shelter would like more money from Nampa but they have denied that request.

The items discussed were general in nature and did not require Board action. The meeting concluded at 2:24 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

SECOND DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 10, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

MONTHLY MEETING WITH THE WEED CONTROL SUPERINTENDENT AND
GOPHER DISTRICT DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND
GIVE DIRECTION

The Board met today at 8:46 a.m. for a monthly meeting with the Weed Control Superintendent and Gopher District Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Weed Control Superintendent and Gopher District Director Jim Martell, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: review of budget totals; gopher trapping has been successful; they are almost finished putting the owl nests out and there will 132 owl houses total installed; there was discussion regarding trash pickup along the interstate; the department has received their new one ton pickup; update on dealing with Phragmites (common reed) which was recently added to the Noxious Weed list. Commissioner Hanson asked Mr. Martell if they do any weed abatement around Lake Lowell. Mr. Martell said they haven't for a long time as the previous manager was not interested and he has yet to speak to the new manager out there. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:05 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTION TO REFUND DAVID STATTNER RE: CASE #PH2014-19

The Board met today at 9:05 a.m. to consider a resolution issuing a refund to David Stattner in the amount of \$465 associated with Case No. PH204-19. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Mr. Stattner paid a total of \$850 in fees for a development agreement modification and a rezone application but later decided to pursue only the development agreement modification and requested a refund of the \$500 rezone fee. DSD staff is recommending a refund in the amount of \$465 based on the facts of the case and the amount of time staff allotted to the case. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the resolution issuing a refund to David Stattner as recommended by DSD staff. See Resolution No. 15-030. The meeting concluded at 9:07 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING ADDENDUM NO. 1 TO THE COMPENSATION PLAN RFP

The Board met today at 9:25 a.m. to consider signing Addendum No. 1 to the Comprehensive Compensation Plan Review Project. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Assessor Gene Kuehn, and Deputy Clerk Monica Reeves. This addendum changes the calendar and adds an objection process. Mr. Laugheed will meet with the Board again on Friday with Addendum No. 2. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign Addendum No. 1 to the Comprehensive Compensation Plan Review Project, a copy of which is on file with this day's minute entry. The meeting concluded at 9:27 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - PERSONNEL MATTERS

Note for the record: As properly noticed the Board met today at 9:30 a.m. for a biweekly meeting with the Human Resources Director. A request was made to go into Executive Session to discuss personnel matters. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:31 a.m. pursuant to Idaho Code, Section 67-2345(1) (a) and (b). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session.

The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Human Resources Director Jeannine Eiband, Assessor Gene Kuehn, Deputy P.A. Zach Wesley, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 9:48 a.m. with no decision being called for in open session. Assessor Gene Kuehn and Deputy P.A. Zach Wesley left at 9:48 a.m.

While in open session, topics of discussion included the following: Director Eiband attended meetings at ICRMP and came back with some good action items to work on; they have had some really good feedback on the new HR staffing model; Harvard Risk Management approached Director Eiband about offering service through the County for identity theft protection and she explained the County's policy about not allowing supplemental policies, however they asked her to still approach the Board about the topic. The Board did not have any desire to entertain that at this time. Director Eiband asked for an update on the compensation analysis project. She said she has compiled a list of companies, however she is not sure if she should send out project information or not. The Board said Director Eiband can send the information to anyone she feels may be interested. Director Eiband said it is an odd situation to not have HR involved in an RFP for a compensation analysis so she is curious who is answering questions about what the parameters are and what is needed for that. Commissioner Rule said we will add that as a discussion point in an upcoming meeting with the Clerk, Human Resources, Information Technology Department, Prosecutor's Office and the Board regarding ADP. Director Eiband gave an update on the ADP migration which is just starting and the relationship between HR and Auditing is probably the best it has ever been. The meeting concluded at 10:01 a.m. An audio recording of the open portions of the meeting is on file in the Commissioners' Office.

MEET WITH JOY HUSMANN AND ROSS MASON RE: COMMUNITY RECOVERY CENTERS

The Board met today at 10:01 a.m. for a meeting with Joy Husmann and Ross Mason from the Department of Health and Welfare regarding community recovery centers. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Joy Husmann, Dept. of Health and Welfare Community Resource Development Specialist, Indigent Services Director Michele Chadwick, and Deputy Clerk Monica Reeves. Ross Mason arrived at 10:13 a.m. Ms. Husmann said a lot has changed from the initial proposal she presented to the Board last August because last week JFAC appropriated \$500,000 from the millennium fund grant to the Idaho Association of Counties (IAC) for a total of four centers in Gem County, Canyon County, Ada County and Latah County at \$125,000 per center. Most of the funding is for hiring personnel and indirect costs for operation, transportation, materials and supplies. The main reason we received the funding is

because the centers are focusing on recovery which includes a tobacco cessation program. Last August Ms. Husmann asked the Board for \$35,000 but since then they have acquired \$60,000 in in-kind donations for each center so the question now is how do we combine what we have and how much does the County want her to be involved. She offered to meet with the City of Caldwell to ask about the two options they offered as recovery center locations, both of which are in downtown Caldwell. Commissioner Hanson wants to see budget information before he commits to anything. Ms. Husmann said they were able to procure cubicle systems for the centers in Canyon County and Gem County so that will be a change to the in-kind contribution information she presented last August. Also, the computers have been secured and the volunteers for the licensed clinical social workers from the College of Idaho and the Treasure Valley Community College are awaiting direction, which is a huge in-kind donation. CenturyLink has offered a discounted rate on telephone and internet costs because the services are community based. They need liability insurance for both centers and will discuss the property insurance with the City of Caldwell. If the Board approves she will continue obtaining information and report back with what help the County may have to provide. Commissioner Hanson is concerned about the sustainability factor of the centers given the fact it's a one-time funding allocation. Ms. Husmann said we can apply again but it's not guaranteed. IAC wrote in the grant application that they would be looking at sustainability long-term through data collection so they included a piece for telephone data recovery information where outgoing and incoming calls to/from those in recovery will be tabulated and calculated on a computer program that's connected to the telephones. Staff will enter the call information on a computer; for instance, a call from someone in recovery would be entered as a "1" into the system, and call from a family member who's calling on behalf of someone in recovery would be entered into the system as a "2", and so on. She said the cities and counties started putting money into recovery centers because it was less expensive than what it costs for mental holds so that's how they looked at sustainability. Tony Poinelli from IAC has asked the directors and the Commissioners of the four counties to participate in a conference call on March 17 so more information can be exchanged. Commissioner Hanson is not ready to give \$35,000 given his concerns with sustainability and the lack of information. Additionally, he said the County is looking at significant budget issues this coming year with health insurance, employee salaries, and building projects they are trying to get going. Ms. Husmann said at this point she's trying to manage the \$125,000 the County has received which is why she's asking permission to continue obtaining information unless the Board has someone else it wants to delegate to do that. Commissioner Rule asked about the possibility of having one director for the centers in Gem County, Ada County and Canyon County. Ms. Husmann said that's what we need to discuss during the upcoming conference call because the money is coming through IAC. She said between Canyon County and Gem County \$250,000 has been allocated and she asked if the counties would want to partner with Payette County in

providing services. Commissioner Rule said that's a discussion worth having. He asked Ms. Husmann to obtain hard costs for 2016, keeping in mind that the County's involvement may not start until 2017. Commissioner Hanson said there are a lot of moving parts to this and he hasn't heard anything about it since last year's meeting; he is not in favor of growing government when there are nonprofit organizations in the private sector who are already providing the services. Ms. Husmann said that's a question that has been asked: *"Is IAC going to give that money to the nonprofit that has the service center set up for something like that or is it going to be a county employee that runs these centers through the millennium fund?"* That question and others like it will be discussed during the upcoming conference call. Commissioner Hanson wants the budget and salary information ahead of time and said he cannot support it without seeing the costs involved. Commissioner Rule said if we can get the center up and running it will be a lot easier a year from now to know what the fixed costs will be. Ms. Husmann said Gem County is moving forward at a grassroots level because they have commitments from the community already. She said after the state made its proposals last year it was brought to their attention that IAC was going for this money so some of the momentum in Canyon County was tabled. Not only are all the parts moving but she has two counties she's working with that are going in different directions and she's trying to stay on top of it so we don't lose momentum. Ross Mason said the sustainability will have to come through the community and possibly the governments that might be willing to give some cash to maintain it. It's possible the counties, via IAC, may go back and ask for more money to expand this but that's an unknown. Commissioner Dale said the success of a program like this will not be seen in the first year; the data has to be collected and it can take three or four years to see the program is successful. The meeting concluded at 10:34 a.m. An audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE TRIAL COURT ADMINISTRATOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 2:00 p.m. for a monthly meeting with the Trial Court Administrator to discuss general issues, set policy, and give direction. Present were: Commissioners Craig Hanson and Tom Dale, Trial Court Administrator Dan Kessler, Mental Health Court Coordinator Dona Butler, and Deputy Clerk Kelly Martinez. Parks Director Tom Bicak arrived at 2:08 p.m. for the next meeting. Topics of discussion included the following: Ms. Butler discussed challenges with Mental Health Court and explained how the program works. Ms. Butler said in regards to Veterans Court the biggest challenge is how to identify when offenders are Veterans and qualify for the program. There are no state funds for this program except for a little bit of money for drug testing. Ms. Butler also informed the Board of a fundraiser being held on April 1,

2015. Ms. Butler left at 2:13 p.m. Mr. Kessler said the new magistrate position was included out of JFAC and recommended as a substitute motion. Mr. Kessler noted that his official retirement date is October 16, 2015. There is a district wide civil deputy clerk training scheduled for April 17. Mr. Kessler said he has the Juvenile Drug Court MOU ready and once it goes through legal review he will submit it for the Board's agenda. There was also discussion regarding an issue that came up with the design of the benches for the courtroom remodel but the Board decided we are too far into the process to make those changes. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:16 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE PARKS DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 2:16 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy, and give direction. Present were: Commissioners Craig Hanson and Tom Dale, Parks Director Tom Bicak, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Idaho Oregon Snake River Water Trail meeting was held in February; Nampa Highway District will close Warren Spur Road south of Melba for pavement rehabilitation project right at the beginning of field trip season; the firewise landscaping at Crossroads Museum is progressing on schedule; Director Bicak has submitted application to the Harry W. Morrison Foundation to help with costs of the interior work on the museum; Lake Lowell field trip program will begin soon; they are currently working on occupancy permits for the museum; the shell and core of the Crossroads Museum is officially complete and ITD has closed out the grant; they are planning the Silver Anniversary event for Celebration Park, which has been there for 25 years; dock rehabilitation and fabrication is required for a successful park opening; Park Technician John Smith successfully completed course work in risk management for recreation facilities and playground inspection; the Parks Department attended the first online meeting of the Idaho Association of Resource Conservation & Development Councils on March 6; there is new fencing installed at Martin Landing; Celebration Park is booking up with university students this month from: College of Idaho, Boise State University, Ada County Coroner's, and College of Western Idaho; Idaho Archaeology and Historical Preservation Month program at Celebration Park. There was also discussion about scheduling a tour of the parks. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:38 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE PUBLIC DEFENDER TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 2:50 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy, and give direction. Present were: Commissioners Craig Hanson and Tom Dale, Public Defender Tera Harden, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Ms. Harden provided a budget summary to date; discussion regarding closing out the cases that were contracted out as well as conflict council; the total number of cases right now in the office is 2,719 which includes paper and electronic files but does not include cases out to warrant or riders; discussion regarding caseloads and where cases are originating; and Ms. Harden discussed death penalty case concerns. Commissioner Dale asked if Ms. Harden would be asking for additional attorneys at budget time because of the large caseload per attorney. Ms. Harden said she will most likely request two lawyers and possibly an internship program for a certified law clerk. At 3:04 p.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER

Commissioner Dale made a motion to go into Executive Session at 3:04 p.m. pursuant to Idaho Code, Section 67-2345(1) (b) to discuss a personnel matter. The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Dale and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Craig Hanson and Tom Dale, Public Defender Tera Harden, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 3:11 p.m. with no decision being called for in open session.

The items discussed were general in nature and did not require Board action. The meeting concluded at 3:11 p.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE SOLID WASTE DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 3:17 p.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy, and give direction. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Solid Waste Director David Loper, and Deputy Clerk Kelly Martinez. Director Loper discussed uncovered/unsecured loads that arrive at the landfill and the current ordinance that is

in place. Mr. Goodsell said the current ordinance says the load has to be secured so as to prevent blowing, drifting, and so on and so forth. That implies that there is different degrees of covering that are adequate and there may not need to be a cover at all if it is secure on its own. Director Loper said the ordinance says "all persons hauling garbage, refuse, rubbish, tree limbs, trash or solid waste of any kind provide proper cover and secure their loads so to prevent the scattering, blowing, or loss of materials being so transported." Director Loper discussed possibly developing some sort of a fee for an uncovered load that comes in to the landfill however having that capability could be very problematic administratively. There was also discussion about code enforcement and who can issue citations. Director Loper proposed doing some more public outreach at the landfill regarding this topic to make people aware of this ordinance. Mr. Goodsell mentioned that a fee could be added, but the ordinance would have to be changed to state that every load had to be covered regardless. Deputy P.A. Brad Goodsell left at 3:32 p.m. Other topics of discussion included the following: waste is up 20.71% in February compared to last February, with 15,076 tons of waste being processed in February; minimum fee increase will begin April 1, 2015; Sheriff work release program issues; Director Loper would like to work with Director of Misdemeanor Probation Jeff Breach on utilizing the Community Service Program at the landfill; the pipe has been ordered for the run-on/run-off collection system; Director Loper had a meeting with Dave Fisher from Republic Services on March 5; Free Day at the landfill will be held April 25, 2015; SWANA Landfill Gas & Biogas Symposium will be next week and Director Loper will be attending; Hazardous Waste Screener position has been filled; discussion regarding a 10 acre piece of property that may be acquired at some point by the County; biannual ground water monitoring will be done next month on all fifteen wells; Director Loper submitted a Greenhouse Gas Report which is required by the EPA and is due by March 30. The items discussed were general in nature and did not require Board action. The meeting concluded at 3:51 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

THIRD DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 11, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Cassandra Whitney, David Nicodemus, Stephen Craig, and Patricia Rabdau.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,700.00 to Columbia Electric Supply.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$2,550.00 to Ideal Demolition Services.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-008124, 2015-008125, 2015-008126, 2015-008127, 2015-008128, 2015-008129, 2015-008130, 2015-008131, 2015-008132, 2015-008050, and 2015-008051.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE, PENDING LITIGATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure, pending litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 67-2345(1) (d), (f) and (i). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Leon Samuels, and Deputy

Clerk Monica Reeves. Commissioner Steve Rule arrived at 9:30 a.m. The Executive Session concluded at 9:45 a.m. with no decision being called for in open session.

CONSIDER REINSTATEMENT OF COMMISSIONER WILLIAM "BILL" BROWN TO SWDH BOARD OF HEALTH

The Board met today at 9:45 a.m. to consider reinstating Commissioner William "Bill" Brown as a member of the Southwest District Health Board of Health. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, and Deputy Clerk Monica Reeves. The Board received a letter from Southwest District Health and the Adams County Board of Commissioners regarding the reinstatement request both of which are included with this minute entry. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to appointing Commissioner Bill Brown to the Southwest District Health Board and that the Chairman be authorized to sign the document for the approval. The meeting concluded at 9:47 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REQUEST BY DAVID STATTNER TO AMEND A DEVELOPMENT AGREEMENT FOR RIVERSIDE STORAGE

The Board met today at 10:03 a.m. to conduct a public hearing to consider a request by David Stattner to amend a development agreement for Riverside Storage. The physical address of the property is 15815 Riverside Road in Caldwell. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Director Tricia Nilsson, DSD Planner Deb Root, David Stattner, John Kernkamp, and Deputy Clerk Monica Reeves. Debbie Root gave the oral staff report. The applicant is requesting to modify the site plans attached to the Development Agreement, No. 06-005. The requested changes include adding a structure to the east end of the property where the existing storage units are located adjacent to Riverside Road and to modify the type of a proposed building from open faced units to enclosed units. He is also requesting to modify the plans for the west end of the property to allow flexibility with regards to the orientation of the proposed storage units when eventual build-out is completed. Staff is recommending approval of the request to modify the site plans referenced in Condition No. 5 and attached to the new development agreement. David Stattner testified in support of the request. John Kernkamp stated he is not opposed to the plan but he wanted confirmation that the rezone will not be changed from conditional to a permanent commercial status. Ms. Root said they went through some potential options and neighborhood meetings were conducted on a straight rezone with the elimination of the development agreement; however, it was determined that that was not a viable

option. She said this is a conditional rezone and it's accountable to the eight conditions of approval and the limitations of the conditional rezone that are listed within the development agreement. It will remain a conditional rezone. Mr. Kernkamp said he is satisfied with that and then he submitted a letter from his neighbor, Dr. Agee, who is opposed to the request. Ms. Root said the letter was included in the staff report. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to close public testimony. Commissioner Dale said it seems like all conditions have been met, and all of his questions have been answered. Commissioner Hanson concurred and said he sees no reason to hold it up. Commissioner Rule agreed and said the request is appropriate and makes perfect sense for the homeowners in the area. Commissioner Dale made a motion to approve Findings of Fact, Conclusions of Law, Conditions of Rezone, and Order (FCCOs) for the requested rezone, as well as the development agreement which includes all conditions in the staff report. The motion was seconded by Commissioner Hanson. A roll call vote was taken with Commissioners Dale, Hanson and Rule voting in favor of the motion to approve. The hearing concluded at 10:22 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDERATION OF KUNA RECREATION DISTRICT FORMATION

The Board met today at 11:07 a.m. to consider the formation of the Kuna Recreation District. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Chief Deputy Clerk Brad Jackson, Representatives from the City of Kuna, Attorney for City of Kuna Richard Roats, and Deputy Clerk Monica Reeves. Chairman Rule opened the meeting and spoke of the documents the County received in regards to the request for the formation of the recreation district. Sam Laugheed said the Clerk's Office received a petition for the creation of a Kuna Recreation District on January 22, 2015 and determined that because the proposed boundaries of the recreation district lie in both Ada County and Canyon County and that Ada County's population and land mass share would significantly exceed that of Canyon County's they needed to be in communication, per the statutes and these practical reasons, with Ada County about the process involved. On March 2, the Board participated in a telephonic conference with the Ada County Commissioners where the purpose was to fix the sub-district boundaries and to provide for uniform election proceedings which is something Chief Jackson and Ada County have helped set up. The Ada County Commissioners recently met and issued a formal resolution regarding the petition and found that the statutory requirements had been substantially complied with and they entered that order and called for an election. The Board can now determine whether the requirements of Idaho Code, Section 31-4304, were complied with. Mr. Laugheed presented the following records for inclusion into the record: A

copy of the petition that was submitted by the City of Kuna which includes the petition language and a map of the proposed boundary along with the actual petition; a proposed sub-district boundary map that was agreed to at the March 2, 2015 telephonic conference; and the Ada County Commissioners' resolution calling for an election. Chief Deputy Jackson said a deposit that will cover the costs that would be incurred in conducting an election is required to be made in the counties that will be affected. The Canyon County Elections Office has received a deposit and they will hold it in the event an election is called for. If an election is not called for the deposit would be refunded. Commissioner Rule said it looks like the criteria have been met. Mr. Laugheed said the Clerk's Office and elections staff have been in contact with the Secretary of State about the process and they believe that all requirements of moving forward and calling for an election have been met so he recommended that the Board consider making a motion that the requirements of Idaho Code 31-4304 have been substantially complied with, that an order to that effect be entered, and that an election using the agreed upon uniform proceedings and sub-district boundaries be called for. Commissioner Dale said in listening to legal advice and reviewing the materials that have been presented he is satisfied that this is the appropriate action to take and he made a motion that the requirements of Idaho Code 31-4304 have been substantially complied with, that an order to that effect be entered, and that an election using the agreed upon uniform proceedings and sub-district boundaries be called for. The motion was seconded by Commissioner Hanson with discussion. He said the Board is following the work that Ada County, the Secretary of State's Office and our Clerk have done that this is substantially complied with so as far as going with that recommendation through this process and moving forward. Richard Roats, the attorney for the City of Kuna, said the code requires an order and he was wondering if the Board would consider the resolution he prepared that mirrors Ada County's resolution so that when they go to bonding they can have a paper copy. His preference is that the Board take action by way of a resolution rather than an oral motion. Mr. Laugheed said one of the fundamental purposes of the statute is to put the ultimate question in front of the voters and if the Board were to pass a motion, such as what's been discussed, and enter that order calling for the election you would be facilitating that without locking the County into finding that all of the details necessarily have been specifically complied with but substantially complied with. It is his recommendation that the Board not execute a written resolution as prepared by the City of Kuna but find that the requirements have been substantially complied with and that an order to that effect be entered and that an election using the uniform proceedings and sub-district boundaries be called for. Chief Deputy Jackson is comfortable with Mr. Laugheed's position. He added that under election consolidation in Title 34 of Idaho Code the home county does take the lead on election matters and that coordination has been ongoing throughout and will continue throughout the process so they will determine the exact composition of the ballot and Canyon County will follow that lead because Ada County is considered the home

county so they have the lead on that. Commissioner Rule asked if there is a desire to amend the motion or present a new motion. Commissioner Hanson said the issue of Kuna's proposed resolution should have been vetted a long time ago because our legal counsel needed an opportunity to do that so it's inappropriate to bring it before the Board at this time. Commissioner Rule said there are several ways to do this, but our legal counsel is choosing another method and it still accomplishes the deed. Commissioner Dale said the request of those who want to establish the district has been substantially complied with according to what we have seen and what we are doing is saying, yes, go have a vote, go have an election and that enables our Clerk to set it up and work with Ada County. A roll call vote was taken on the motion with Commissioners Dale, Hanson and Rule voting in favor of the motion. The motion carried unanimously. Commissioner Rule said the Board respectfully denies the written resolution as prepared by the City of Kuna. The meeting concluded at 11:18 a.m. An audio recording is on file in the Commissioners' Office.

SHERIFF'S PRESENTATION RE: CONCERNS WITH PROPOSED JAIL EXPANSION

The Board met today at 1:32 p.m. for the Sheriff's presentation regarding concerns with the proposed jail expansion. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Lt. Eric Miller, Lt. Andy Kiehl, Clerk Chris Yamamoto, Chief Deputy Clerk Brad Jackson, Controller Zach Wagoner, Assessor Gene Kuehn, PIO Joe Decker, Facilities Manager Paul Navarro, Director of Misdemeanor Probation Jeff Breach, Public Defender Tera Harden, Jail Construction Expert Ken Fisher, Pat and Marty Galvin, Sid Freeman, other interested citizens, and Deputy Clerk Monica Reeves. Sheriff Donahue and Captain Ward gave a PowerPoint and video presentation on their concerns with the proposed conceptual drawing for the jail expansion. The following concerns were raised:

- **Staffing:** They anticipate an additional 50 personnel based on the proposed concept of a two level jail: 40 sworn personnel; 5 positions in the medical unit; 2 deputies in the supply unit; 2 deputies in the classification unit; and 1 customer service specialist in the mailroom.
- **Outdoor Recreation:** There are concerns with not being able to provide the opportunity for outdoor recreation based on the hours in a day. It would take 60 hours to do one outdoor recreation offering; we have two outdoor recreation areas planned so it would take 30 hours to go through one recreation offering. The current ACLU consent decree requires one hour a day, seven days a week so

that's where our issue is: we have to do 30 hours of offerings in a 24-hour period.

- **Attorney visitations:** With the proposed plans there are no rooms to conduct attorney visits, and the hallway that leads to the rooms that are currently used for attorneys to visit their clients will be eliminated.
- **Lack of restroom in the jail administrative area:** They are already over the optimal ratio of staff to restroom facilities but if the proposed expansion is completed, the doorway to enter the restroom is blocked to be accessed on the other side as a public restroom. The Sheriff does not believe this meets OSHA requirements. Also, it would force all administrative personnel to enter the main jail facility to use the restroom.
- **Protective custody inmates:** During construction they would lose the ability to hold the 35 protective custody inmates and finding living quarters for those inmates would be very difficult. They've contacted seven other counties about housing but only one county responded and they could only take two inmates. Protective custody beds are a premium with every county because it is a harder class of inmates to house. He doesn't know that anyone would house them for us. Plus, it's another cost to the County at \$45 a day over what we are already paying.
- **Inmate transports:** With the proposed expansion there are excessive amounts of inmate transports in and around the campus, to and from the court system, for medical, booking, etc., that will be problematic.
- **Letter from CBM:** The regional manager for CBM, the jail food service provider, submitted a letter stating that the jail kitchen would need to be remodeled and additional equipment would be needed in order to accommodate an increase of 300 inmates.
- **Mail room:** With an increase of approximately 300 inmates they must increase the staffing to handle the increased amount of mail and the current space is too small to allow for increased personnel.

- **Female population:** There are 62 female beds in the current jail, but there is a need for additional beds and the ability to properly classify female inmates. Can we add additional female beds?

In conclusion Sheriff Donahue said their projected costs include just over \$3 million for salaries and benefits, based on an average annual salary of \$57,000, including benefits. They are projecting a million more in operating costs per year just for the issues they raised today. Chief Dashiell said they relied on the conceptual drawing in making their estimations and they tried to work in a combination of optimal and necessity staffing. They are currently running at bare minimum and are paying overtime, and if we move into future plans they will have to figure out how to eliminate the overtime coverage. Training will be an issue. Currently they have the ability to train 10 employees at a time for a 16-week period and then bring on another 10 employees and train them so it isn't a situation where they can bring on 30 employees, especially if they are training in a new facility on top of the existing facility. Commissioner Rule thanked the Sheriff and his staff for the presentation and said the concerns will be addressed in the design phase. Commissioner Hanson said this a conceptual drawing and when we get a design-build team on board it's possible they may come up with a different plan. In looking at the outdoor recreation issue, they talked to Jail Standards Coordinator Cindy Malm about dividing some spaces into small sections so we can have more than one inmate out there. When the medical office moves there will be space available that will need to be rehabbed in the current facility and that's a potential for the attorney visitation area. He said the addition of a restroom is a great point that can be addressed. Currently we are not using Annex 2 (also known as the old jail) at all but he thinks it can be made into a unit that is not a lockdown space, it could be rehabbed for a temporary process and used for general population or protective custody. He'd like to see the letter from CBM where they voice a concern about remodeling the kitchen. He spoke about how the Justice Reinvest Act will affect the County because more felony sentenced inmates will end up in our jail. Commissioner Hanson said he hasn't heard anything yet that can't be overcome but we have to get the design-build team on board and let them look at the process and the points that were raised today. The County has gone through several options and tried to pass bonds three times and each time the voters said no so he has to work on this option. Commissioner Dale said it was a great presentation on some of the obstacles that will be faced. He said he hasn't seen how this will affect the County 10, 20 or 25 years down the road when this building is out of space and there is no way to expand it at the present location. He questioned what the County's exposed risk will be in continually trying to make the old jail work. He's heard several times from the Prosecuting Attorney that the old jail is our greatest exposed liability so he believes the best solution is to stop using it and whatever it takes to do that is what he wants to explore. Commissioner Dale understands we've had three failed jail bonds, but said it might take some time but there may be a way to arrive at an ultimate solution without

bonding. He thinks the County has had good financial management over the years and is in a position to continue that conservative management in the future and get to a point where we could build the jail on a cash basis if a bond is not an option. He said the tent was built as a work release center not to house inmates 24/7, and it's a temporary building at best with a very short lifespan compared to a brick and mortar building and it is 13 years into its 20-25 year life expectancy so at some point it will have to be replaced. He would like to see a strategic plan that looks 25 years into the future that encompass those kinds of questions so we can say we are following the best plan for the long term financial stability and safety of the County. He's not convinced that it's been thoroughly vetted out yet, but as it is vetted out it could turn out that it is, financially, a great thing to do and he will be on board if that's the case. Commissioner Hanson said the County has put significant upgrades into the jail and we do have a semi long term plan through Carter Goble Lee and the campus concept of keeping everything local so there is a plan in place. If the facility is built and we decide to build another we can scrape the tent and do something there and keep everything in the local area. He said everything is hypothetical at this point so we have to go forward with what we have available. Sheriff Donahue said he is aware of the life expectancy of the jail tent structure and they try to keep the numbers down to 80 if possible because there are only two deputies to watch the inmates. With regard to Commissioner Hanson's point on outdoor recreation we need to keep in mind that will increase the transport numbers. With regard to Annex 2 it was his understanding that the overall plan was to shut down the annex entirely. While it's true the jail kitchen was used to prepare meals for 700 inmates he said we need to defer to the kitchen experts we have now. Sheriff Donahue said Commissioner Hanson raised a good point on the Justice Reinvestment Act; it's a five-year plan and it's a matter of trying to move people out of the Idaho Department of Corrections in the felony probation and that will not only increase our jail numbers but the costs as well. Commissioner Rule said a lot of good information was exchanged. No Board action was required or taken. The presentation concluded at 2:40 p.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 12, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

APPROVED CLAIMS ORDER NO. 3-12-15

The Board of Commissioners approved payment of County claims in the amounts of \$18,775.48 and \$5,828.27 for accounts payable.

CONSIDER SIGNING NOTICE OF SOLE SOURCE PROCUREMENT OF CERTAIN ROOFING MATERIALS AND SUPPLIES FROM GARLAND/DBS INC.

The Board met today at 9:01 a.m. to consider signing a notice of sole source procurement of certain roofing materials and supplies from Garland/DBS, Inc. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. Mr. Navarro hired Garland to help engineer, design and provide architectural drawings of the courthouse roof, which has had two roofs since 1974. The current roof leaks and its 20-year life ended in 2009, so in conjunction with the courthouse remodel he felt like now is a good time to replace the roof. He has set aside \$750,000 to tear off the two existing roofs and install a new roof. The architecture fees were anticipated to be around \$25,000 to \$30,000 but Garland did it for \$5,000 and now we have the ability to do a sole source procurement where we can buy the materials directly from Garland and we won't have to incur a markup from the contractor which he estimates will save the County approximately \$50,000. When we buy the products from Garland they will also provide us with a project manager to ensure it's installed to specifications. The next step will be to ask for the labor bid to do the roof tear off and reinstall. The notice was prepared by the Prosecutor's Office and will be published in the Idaho Press-Tribune, and upon publication the Board will be asked to take the next step. Upon the motion of Commissioner Dale and the second by Commissioner Hanson the Board voted unanimously to sign the notice of sole source procurement of certain roofing materials and supplies from Garland/DBS, Inc. The meeting concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:06 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:07 a.m. pursuant to Idaho Code, Section 67-2345(1) (a), (d) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:13 a.m. with no decision being called for in open session.

CANVASS THE MARCH 10TH ELECTION RESULTS

The Board canvassed the March 10th Election results today, which are on file with this day's minute entry.

CONSIDER PROPERTY TAX EXEMPTION RENEWALS

The Board met today at 10:02 a.m. to consider property tax exemption renewals. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Deputy Assessor Joe Cox, Sr. Administrative Specialist Jennifer Loutzenhiser, and Deputy Clerk Monica Reeves. The Assessor's Office submitted several groupings of exemption applications, most of which are renewals that qualify for exempt status. There were a few applications that required discussion; action was taken as follows:

Canyon Springs Christian Church, Parcel No. 339450000 – The applicant built a new church in Middleton on a parcel that's just under six acres. The Assessor's Office recommended a partial exemption for the improvements and a portion of the land, 2.18 acres. Approximately 3.78 acres will be excluded from the exemption. The Board concurred with the recommendation.

Greenleaf Friends Academy, Parcel No. 760620000, and Karcher Church of the Nazarene, Parcel No. 760610000 – The mobile homes were previously owned by school districts and are now being transferred to a different organization. They previously enjoyed a governmental exemption and now they are looking for an educational and religious exemption respectively. The Board has no problem with the exemption requests.

Idaho Conference of Seventh Day Adventists, Inc., Parcel No. 050320000 – This is real property previously exempt under a different church, the property has transferred to the Idaho Conference of Seventh Day Adventists, Inc., and was

purchased for use by their Hispanic congregation. The Board has no problem with the exemption request.

There were 35 renewal exemption applications that were submitted pursuant to Idaho Code, Section 63-602C (charitable, fraternal, benevolent organizations); 20 exemption renewals pursuant to Idaho Code, Section 63-602E (educational exemptions); and 100 exemption renewals pursuant to Idaho Code, Section 64-602B (religious organizations). The signed exemption forms are on file with this day's minute entry. The meeting concluded at 10:17 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DISCUSS CHILD ABUSE AND SEXUAL ABUSE AWARENESS MONTH

The Board met today at 1:30 p.m. for a meeting to discuss Child Abuse and Sexual Abuse Awareness Month. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, PIO Joe Decker, Erica Kallin from the Prosecutor's Office, Morgan Treasure from AmeriCorps VISTA, and Deputy Clerk Kelly Martinez. Ms. Kallin said April is Child Abuse Awareness Month and there is a huge push to recognize it nationally as well as encouragement for local agencies and entities to start getting behind it. Canyon County has been very active in domestic violence awareness and her hope is this will be the first of many years to recognize and promote awareness for this campaign. The Commissioners signed a proclamation last year and Hope's Door did some pinwheel planting as well. The goal is to start doing things to become more proactive. The County's Multi-Disciplinary Team (MDT) is organizing some events and they would really appreciate the ability to have the Board's support and to really get it out to the community. They would like to have a "Wear Blue" day on April 10 to raise awareness for child abuse and sexual abuse prevention. She is asking that the Board also do a proclamation that day and include the media. A "Superhero Walk" is planned for April 11 that would start at the Caldwell Police Department and end at the Courthouse with the planting of a pinwheel garden in front of the Courthouse. Ms. Kallin said the Prosecutor's Office did not anticipate a problem with the planting of pinwheels. Ms. Kallin said the pinwheels would stay up throughout the month of April. The whole goal is raising awareness for child abuse prevention. The meeting concluded at 1:42 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE FAIR ADMINISTRATOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 2:01 p.m. for a monthly meeting with the Fair Administrator to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Fair Administrator Rosalie Cope, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: entertainment is booked for the 2015 Fair: Old Dominion Thursday, Brett Eldredge Friday, Easton Corbin Saturday, Low Cash Cowboys to open Saturday, Hogs N Mud will be Thursday before the concert, and the jousters will be on Sunday; they have selected a new company for ticketing needs; tickets may be on sale by April 15 as long as they receive signed contracts back in time; discussion regarding which gates will be open; the security trailer is moving to the east side of the rodeo arena; superintendent and judges contracts are still in the works with the extension office; Josh Sanders has taken on the overall Livestock Superintendent role for one year to get the program up and rolling. Commissioner Rule asked about the effect of the football field on the whole operation. Ms. Cope said she emailed Caldwell to set up an appointment to meet with the City of Caldwell and the College of Idaho. There was also discussion about a strip of land right behind the field and whether or not the fair can use that piece. Ms. Cope said they also need to have discussion regarding parking at Gabiola Field. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:21 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

FIFTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 13, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$5,382.00 to Upson Roofing Company.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-008471, 2015-008472, 2015-008473, 2015-008474, 2015-008475, 2015-008476, 2015-008477, 2015-008478, 2015-008479, and 2015-008480.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#15-032 Beverley A. Pillsbury DBA Bev's Pantry

MONTHLY MEETING WITH ADMINISTRATIVE DISTRICT JUDGE TO DISCUSS GENERAL ISSUES

The Board met today at 8:03 a.m. for a monthly meeting with Administrative District Judge Brad Ford to discuss general issues. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Administrative District Judge Brad Ford, and Deputy Clerk Monica Reeves. Judge Ford reported on the following topics: Trial Court Administrator Dan Kessler will retire on October 16 and Judge Ford will be working with the Supreme Court in setting up a process to find a replacement and he will keep the Board informed; the new administrator of the courts position will not be filled until 2016 so Judge Ford will be working with interim personnel in the meantime; legislation came out of JFAC with a "do pass" on the new magistrate position, final adoption of the legislation hasn't occurred but it looks promising; relocation of the Nampa court operation will likely occur the same time as Mr. Kessler's retirement; the first implementation of the Odyssey software program is set to occur in Twin Falls County. There was discussion about an email Judge Ford sent to Facilities Manager Paul Navarro regarding the courthouse remodel project, specifically the height of the benches in the courtrooms. In short, the judges want to respect the ADA requirements but there are times when people become aggressive in court so they would like the benches at an elevated height based on security and line of sight concerns. Mr. Navarro responded in an email that essentially said he was hesitant to change the design since the plans had already been submitted to the city for review and given the long history in finalizing the permit process to this point. Judge Ford offered to explain the logic to city officials. Commissioner Rule said he will visit with Mr. Navarro again. The meeting concluded at 8:38 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING CANYON COUNTY BUILDING CODE ORDINANCE AND SUMMARY OF CANYON COUNTY BUILDING CODE ORDINANCE

The Board met today at 9:01 a.m. to consider signing the Canyon County Building Code Ordinance and a summary of the ordinance. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, Building Official Dan Hunter, and Deputy Clerk Monica Reeves. Zach Wesley said every year we go through an amendment and this is the 2015 update that adopts some new model building codes to the building code analysis for Canyon County. Commissioner Hanson asked if the update is bringing the County's code up to the state's standard process. Dan Hunter said it does. The County adopted the international building code last year, but the state building code board was not able to move forward with the rules to adopt the residential code and the energy code but the statute says the rules go into effect one year after they are approved by the state legislature. He said the codes went into effect January 1, 2015 but we were behind on getting our ordinance through the process. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to approve and sign the Canyon County Building Code Ordinance and summary. (See Ordinance No. 15-004.) The meeting concluded at 9:05 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING MOU REGARDING THE JUVENILE DRUG COURT

The Board met today at 9:05 a.m. to consider signing a Memorandum of Understanding (MOU) regarding the juvenile drug court. Present were: Commissioners Steve Rule, Craig Hanson, and Tom Dale, Trial Court Administrator Dan Kessler, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Dan Kessler said this has been circulating for a long time, but several months ago we changed the coordinator for the court and we needed to update the MOU to reflect that. The document has now been circulated to all parties with the exception of the Board. Zach Wesley said the Board has reviewed several versions of this and there has finally been a meeting of the minds between all the parties. It is substantially in the same form as the last time the Board reviewed it and has been approved by the Prosecutor's Office. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the amended Memorandum of Understanding for the Third Judicial District Court with regard to the juvenile drug court. (See Agreement No. 15-026.) The meeting concluded at 9:07 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, PENDING LITIGATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:07 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, pending litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:07 a.m. pursuant to Idaho Code, Section 67-2345(1) (d), (f) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:04 a.m. with no decision being called for in open session.

JOINT EXECUTIVE SESSION AS BOARD OF CANYON COUNTY COMMISSIONERS AND THE AMBULANCE DISTRICT BOARD OF COMMISSIONERS PURSUANT TO IDAHO CODE SECTION 67-2345(1) (D) AND (F)

The Board met today at 10:10 a.m. for a joint Executive Session as the Board of Canyon County Commissioners and the Ambulance District Board of Commissioners pursuant to Idaho Code 67-2345(1) (d) and (f). Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Attorney Paul Fitzer, Legal Counsel for Ambulance District, Attorneys Kirt Naylor and Landon Brown from the Law Firm of Naylor and Hales, Ambulance District Director Robb Hickey, Assistant Ambulance District Director Michael Stowell, District Secretary Cindy Fullerton, and Deputy Clerk Monica Reeves. Sam Laugheed asked the Board of County Commissioners and the Ambulance District Board to have a motion to go into Executive Session pursuant to Idaho Code 67-2345(1)(d), for records that are presently exempt from public disclosure, as well as attorney-client communication, and (f) for communication with legal counsel regarding pending litigation. Executive Session was held as follows:

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE
AND ATTORNEY-CLIENT COMMUNICATION, AND PENDING
LITIGATION

Commissioner Hanson made a motion to go into Executive Session at 10:11 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f) to discuss records exempt from public disclosure and attorney-client communication, and a pending litigation matter. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Attorney Paul Fitzer, Legal Counsel for the Ambulance District, Attorneys Kirt Naylor and Landon Brown from the Naylor and Hales Law Firm, Ambulance District Director Robb Hickey, Assistant Ambulance District Director Michael Stowell, District Secretary Cindy Fullerton, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:52 a.m. with no decision being called for in open session by the Canyon County Board of Commissioners. The Board of Ambulance District Commissioners continued on the record with a discussion and District Secretary Cindy Fullerton took the minutes for this portion of the discussion.

An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

CONSIDER SIGNING MARCH 13, 2015 AGENDA ITEMS

The Board met today at 11:02 a.m. to consider signing the March 13, 2015 agenda items. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, IT Systems Analyst Chris Everett, Facilities Manager Paul Navarro, Facilities Office Manager Becky Kearsley, and Deputy Clerk Monica Reeves. The items were considered as follows:

Consider Signing Ordinance and summary Amending Ordinance No. 83-006 Amending Chapter 4, Article 1 Section 11, Subsection 7, Subsection A, Concessions and Solicitations: Mr. Samuels said this is a proposal to amend Ordinance No. 83-006 with regards to concessions and solicitations and it came about from conversations he had with Parks Director Tom Bicak. The amendment would change the process to allow for concessions and solicitations if people were to obtain a County-issued permit first, the duration of which would just be over four months, typically the summer months. The process will

require all vendors to sign a nonexclusive independent contractor agreement with the County giving them a little bit more knowledge before they go into establishing a business at the park. Commissioner Rule said it's good to have guidelines and structures in place because we've had a number of vendors show up and leave over the years. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the Ordinance amending Ordinance No. 83-006 Amending Chapter 4, Article 1 Section 11, Subsection 7, Subsection A, Concessions and Solicitations. (See Ordinance No. 15-005.)

Consider signing Addendum No. 2 to the Comprehensive Compensation Plan Review Project Request for Proposals: Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign Addendum No. 2 to the Comprehensive Compensation Plan Review.

Consider Signing the Ordinance and summary Amending Ordinance No. 97-019 Chapter 3, Article 9, Section 5, Designation as a No Shooting Area/Discharge of Firearm Prohibited: Mr. Samuels said a couple of months ago we received an inquiry from the Idaho Second Amendment Alliance asking for a review of the County ordinance with regards to no shooting at the landfill because they were concerned that based on the state preemption statute people might be confused with the statute. The amendment adds that nothing in the ordinance shall be construed to abridge the rights accorded to individual citizens under Idaho Code under the state preemption statute to make them aware that if they were to be in a situation where they are at the landfill and they need to use self-defense they could. Having the addition would not be any legal consequence to the County but it makes citizen aware they have those rights. Commissioner Dale said he understands this is a clarification for the purposes of transparency throughout the County so he made a motion to approve the Ordinance, and summary, Amending Ordinance No. 97-019 Chapter 3, Article 9, Section 5, Designation as a No Shooting Area/Discharge of Firearm Prohibited. The motion was seconded by Commissioner Hanson, and carried unanimously. (See Ordinance No. 15-006.)

Consider signing a Resolution to Adopt a Public Meeting Room Policy: Paul Navarro said they have a lot of people asking to use the meeting room in the administration building and sometimes they are not associated with the County or any government entity at all (wedding showers, bridal showers, religious services) and they want to clarify several things and to put policy requiring indemnity if they damage the room. We spent \$40,000 to \$50,000 equipping the room with high-end equipment so when different entities use that room they

have to sign a waiver. County use of the room will always supersede any other use of that room. Mr. Navarro said the Canyon County Republicans want to use the room but they have expressed concerns about the legalities of the form and they haven't returned the signed waiver yet. Commissioner Rule said Mr. Navarro should send the group an email and let them know the room will not be available for them unless the waiver is returned. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the resolution adopting a public meeting room policy. (See Resolution No. 15-031.)

The meeting concluded at 11:16 a.m. An audio recording is on file in the Commissioners' Office.

SIXTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 16, 2015

PRESENT: Commissioner Craig L. Hanson
Commissioner Tom Dale
Deputy Clerk Monica Reeves

ABSENT: Commissioner Steven J. Rule, Chairman - Vacation

APPROVED CLAIMS ORDER NO. 3-25-15

The Board of Commissioners approved payment of County claims in the amounts of \$51,509.72, \$125,641.98, \$102,070.79, and \$18,785.00 for accounts payable.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-011642, 2015-011643, 2015-011644, 2015-011645, 2015-011646, 2015-011647, 2015-011648, 2015-011636, 2015-011637, 2015-011638, 2015-011639, 2015-011640, and 2015-011641.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Craig Hanson and Tom Dale, Facilities Manager Paul Navarro, PIO Joe Decker, Senior Administrative Assistant Jenen Ross, and Deputy Clerks Kelly Martinez and Monica Reeves. Ms. Martinez and Ms. Ross left at 8:34 a.m. Joe Decker reported on the following communication issues: He has been asked to assist with a fundraiser for the veterans' court where a documentary on World War II will be shown at the College of Idaho on April 1st; he met with Deputy Prosecutor Erica Kallin last week regarding child abuse awareness; he is nearly finished with the program narrative for a grant application for the Prosecutor's Office; Lt. Schorzman asked him to attend the Local Emergency Planning Committee meetings; the Sheriff's Office is requesting permission to place barrels in the courthouse for the employees to donate canned goods and nonperishable food items to the Boise Rescue Mission. The Board has no problem with the request but will check with legal counsel to make sure there aren't any problems with it. Paul Navarro reported on the following facilities issues: today his staff will begin working on Commissioner Rule's office remodel; he'll work out the details with Rob Hopper on when they're going to bring in the audio/visual equipment to finalize the last piece of the Commissioners' meeting room; Cable TV is moving to a higher digital signal that requires two boxes per account and the upgrade will result in a cost to the County of \$2,500 per year. Currently the County receives the service at no charge but in order to maintain the cable television we'll have to pay for the extra boxes. (Cable television is used in the jail, as well as in various offices throughout the courthouse campus for emergency management preparation and to track certain issues, activities). Commissioner Dale suggested we should also have an air antenna in case cable goes down. Mr. Navarro believes that is a good suggestion and will look into it. Commissioner Dale brought up the idea of moving the elected officials' meetings to the administration building. Commissioner Hanson, who is not in favor of the idea, said the Board should have that discussion when Chairman Rule returns to the office. The meeting concluded at 8:46 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:00 a.m. for a legal staff update. Present were: Commissioners Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Mr. Laugheed said today was the date and time set for the Board to issue a notice of intent to award the contract for the proposed jail addition design-build RFQ project; however, in going through the qualification selection process the committee has determined it's necessary to have supplemental

interviews with selected prospective design-build teams and in order to give them time to prepare for the presentation and allow the County enough time to evaluate the original materials they have set the interviews for April 1st. The notice of intent will not be issued today but it will be rescheduled after the interviews are held. Commissioner Hanson sits on the review committee with Sheriff Donahue, Paul Navarro and Ken Fisher and he said they want to have a good presentation from the selected entities so that's one of the reasons they moved it to April 1st. At 9:03 a.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner Dale made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (i) to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The Executive Session concluded 9:22 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING MERCHANT APPLICATION AND AGREEMENT WITH PAYPROS FOR THE PROCESSING OF ELECTRONIC PAYMENTS FOR PICKLES BUTTE LANDFILL

The Board met today at 9:22 a.m. to consider the Merchant Application and Agreement with PayPros for the processing of electronic payments for the Pickles Butte Landfill. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Mr. Goodsell said the landfill has a waste management software system that incorporates electronic payments and their current vendor is discontinuing their current provider of electronic services so they are asking for a change to PayPros, however, there are few things that need to be done before the

contract can be finalized so Mr. Goodsell asked that it be removed from today's agenda and rescheduled for a later date. The Board had no problem with the request. The meeting concluded at 9:24 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING AN ADDENDUM TO THE COOPERATIVE AGREEMENT WITH ITD RELATED TO THE KARCHER/LAKE TEMPORARY TRAFFIC SIGNAL

The Board met today at 9:24 a.m. to consider signing an Addendum to the Cooperative Agreement with the Idaho Transportation Department (ITD) related to the Karcher Road/Lake Avenue temporary traffic signal. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Mr. Goodsell said there was a change order due to some unforeseen circumstances which resulted in a \$6800 increase in the project cost and because ITD did the design work they've agreed to pay for the additional cost and the addendum implements that change. Commissioner Dale made a motion to sign the addendum to Cooperative Agreement No. 6308. (Agreement No. 15-038). The motion was seconded by Commissioner Hanson and carried unanimously. The meeting concluded at 9:25 a.m. An audio recording is on file in the Commissioners' Office.

QUARTERLY MEETING WITH THE COUNTY AGENT TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 9:31 a.m. for a quarterly meeting with the County Agent to discuss general issues, set policy, and give direction. Present were: Commissioners Craig Hanson and Tom Dale, County Agent Jerry Neufeld, 4-H Educator Nancy Shelstad, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Mr. Neufeld gave an update on personnel and preparing for spring meetings and research projects. Ms. Shelstad gave an update on upcoming 4-H projects and noted that Idaho 4-H specialty license plates are now available as of January 1. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:47 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

WEEKLY MEETING WITH THE CHIEF INFORMATION OFFICER TO DISCUSS
GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:18 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Craig Hanson and Tom Dale, Chief Information Officer Rob Hopper, IT Development Manager Don Brown, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: update on the CAI software update for the Indigent Services Department; Aumentum (Manatron/Taxroll) upgrade planning; security training is in the final steps before release; and the Commissioners' meeting room audio/visual wiring will begin this week. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:29 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SEVENTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 17, 2015

PRESENT: Commissioner Craig L. Hanson
Commissioner Tom Dale
Deputy Clerk Monica Reeves

ABSENT: Commissioner Steven J. Rule, Chairman - Vacation

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Dawn Gardner.

APPROVED CLAIMS ORDER NO. 1512

The Board of Commissioners approved payment of County claims in the amount of \$1,323,637.14 for a County payroll.

APPROVED CLAIMS ORDER NO. 3-25-15

The Board of Commissioners approved payment of County claims in the amounts of \$79,038.82 and \$214,980.50 for accounts payable.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-008834, 2015-008833, 2015-008832, 2015-008831, 2015-008830, 2015-008829, 2015-008828, and 2015-008827.

BIWEEKLY MEETING WITH THE CHIEF PROBATION OFFICER TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 8:30 a.m. for a biweekly meeting with the Chief Probation Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Craig Hanson and Tom Dale, Chief Probation Officer Elda Catalano, Trial Court Administrator Dan Kessler, Sr. Juvenile Probation Officer Brittany Sandoval, Sr. Juvenile Probation Officer Shannon Jones, Darcy Moreno, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: information regarding the annual Back on Track run/walk event to bring awareness about runaway prevention month in November; the POST Academy is hosting an instructor development class and two Juvenile Probation Officers will be attending the class; Ms. Catalano said she is preparing in the near future to present a proclamation to the Board regarding mental health issues as it relates to juvenile probation; personnel updates; and there are approximately 380 juveniles on supervised probation and 22 juveniles committed to the state. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:46 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

EXECUTIVE SESSION - PERSONNEL MATTER

Note for the record: As properly noticed the Board met today at 8:51 a.m. for a biweekly meeting with the Human Resources Director. A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 8:52 a.m. pursuant to Idaho Code, Section 67-2345(1) (b). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Craig Hanson and Tom Dale, Human Resources Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 9:02 a.m. with no decision being called for in open session.

CONSIDER SIGNING ELECTION SYSTEMS & SOFTWARE, LLC HARDWARE MAINTENANCE AND SOFTWARE MAINTENANCE AND SUPPORT SERVICES AGREEMENT

The Board met today at 9:06 a.m. to consider signing the Election Systems & Software, (ES&S), LLC, Hardware Maintenance and Software Maintenance and Support Services Agreement. Present were: Commissioners Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Chief Deputy Clerk Brad Jackson, and Deputy Clerk Monica Reeves. Sam Laugheed said the County has had a productive and beneficial relationship with this vendor since at least 2007 and they are one of the only qualified by State of Idaho vendors for election software and equipment. There are statutes in Title 34, Chapter 24 that relate to this contract and they make purchases of election software and equipment a little different from most County purchases because the state has to keep control over how elections are conducted so that's why we don't go out for a formal bid process on these purchases. Brad Jackson said the equipment in question is the automarks, also known as ballot marking devices, and they are required in every polling place for assisted voting for those who are visually or physical impaired. They are required to have them at any federal election. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the Election Systems & Software, LLC, Hardware Maintenance and Software Maintenance and Support Services Agreement. (See Agreement No. 15-027.) The meeting concluded at 9:11 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:11 a.m. for a legal staff update. Present were: Commissioners Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Brad Goodsell prepared a draft letter that will be sent as a courtesy to the parties in interest and previous owners in regards to excess funds from the November 6, 2014 tax deed auction. The Board had no problem with the letter in its draft form. Following comments the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner Dale made a motion to go into Executive Session at 9:13 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (i) to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Mr. Goodsell left at 9:16 a.m. The Executive Session concluded at 9:25 a.m. with no decision being called for in open session.

UPHOLD ORIGINAL DENIAL DATES FOR MEDICAL INDIGENCY CASES

The Board met today at 9:39 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, and Deputy Clerk Kelly Martinez. Ms. Chadwick noted that three subpoenas were issued for today's hearing however, there were no applicants present for today's hearing. Ms. Chadwick recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2015-274, 2015-211, and 2014-1569. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 9:40 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENT MATTERS/DECISIONS

The Board met today at 9:48 a.m. to discuss medical indigent matters and decisions. Present were: Commissioners Craig Hanson and Tom Dale, Indigent Services Director Michele Chadwick, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to authorize the medical indigency department to subordinate the lien that is currently active on Case No. 2014-183 for the purchase of a house. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board

voted unanimously to authorize the medical indigency department to subordinate the lien that is currently active on Case No. 2013-1248 for the purposes of refinancing their home. The meeting concluded at 9:50 a.m. An audio recording is on file in the Commissioners' Office.

AGENDA AMENDMENT: CONSIDER SIGNING CUSTOMER AGREEMENT WITH PREMIER WIRELESS SOLUTIONS (E911 AIR CARDS)

The Board met today at 11:02 a.m. for a proposed amendment to the agenda where the Prosecutor's Office and the Sheriff's Office requested the Board consider signing a customer agreement with Premier Wireless Solutions for E911 air cards. Present were: Commissioners Craig Hanson and Tom Dale, Chief Deputy P.A. Sam Laugheed, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. At approximately 10:15 a.m. today Sam Laugheed asked the Board's staff to update the agenda because we have a situation where we are going to lose the quorum shortly but we have a contract that needs to be signed in order to purchase new air cards. He said the good faith reason this was not included in the original agenda notice is that we were not sure we would be able to get the contract from Premier Wireless in time and because we are losing a quorum and because the County E911 efforts for public safety could be compromised if we don't have the new air cards in place. Additionally, the County will have an opportunity to save some money. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to amend the agenda to include the 11:00 a.m. signing of the agreement with Premier Wireless Solutions for E911 air cards. Chief Marv Dashiell said the County E911 system currently pays for the air cards for the mobile computers in the first responder units, which includes paramedics, fire departments and law enforcement, with the exception of the City of Nampa. Over the past couple of years they have used Verizon air cards but that company has looked more to the commercial side rather than industrial side of things so Sheriff's staff did some research and found an alternate solution. They asked suppliers for quotes and Premier Wireless had the lowest quote for the individual components and the packaged deal. Currently the County pays \$40 per unit per month but with the new supplier the fee will be \$28.50 per unit per month. The hardware costs between \$1,000 and \$1,200 per unit and will be paid by the individual user accounts, but the monthly air card subscription fee for data transfer will be paid from the E911 fund. The goal in the future is to move the Sheriff's Office equipment to this so they can save some money but they do not have the funds available right now for the capital outlay. Staff has talked about solution capabilities that range between \$1,500 and \$2,000 compared to the current cost of \$3,000 to \$5,000 for the "tough book" laptops. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the customer agreement with Premier Wireless Solutions.

(See Agreement No. 15-028.) The meeting concluded at 11:12 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DISCUSS THE PROGRESS OF THE ADP PROJECT AND COMPREHENSIVE COMPENSATION REVIEW PROJECT

The Board was scheduled to meet today at 1:00 p.m. to discuss progress with the ADP project and to review the comprehensive compensation review project. Commissioner Rule was out of the office and Commissioner Dale was attending an offsite meeting therefore Commissioner Hanson elected to proceed with the discussion to hear the issues without any Board action being taken. Those present included: Commissioner Craig Hanson, Clerk Chris Yamamoto, Controller Zach Wagoner, CIO Rob Hopper, IT Development Manager Don Brown, IT Business Analyst Shawn Adamson, HR Director Jeannine Eiband, Administrative Supervisor Michelle Britain, Chief Deputy Clerk Brad Jackson, and Senior Audit Specialist Pam Freeman. Because a quorum was not present the group had an informal discussion until approximately 1:08 p.m. when Commissioner Tom Dale arrived and the discussion became an official Board meeting. (Deputy Clerk Monica Reeves arrived at 1:08 p.m. to take minutes.) Chief Civil Deputy P.A. Sam Laugheed arrived at 1:20 p.m. Rob Hopper said a project manager has not been assigned to the ADP project and he wants to make sure there is someone who is running the project who will look at the County's needs for things outside of what ADP is going to deliver. Jeannine Eiband said she expects IT to manage how the new ADP system will impact the current systems and the backend of things, not the actual implementation. Shawna Larson in Audit/Payroll and Michelle Britain in HR are points of contact for their respective departments. Zach Wagoner said the goal is a successful implementation and all three elements, HR, Payroll and IT need to work together. He's pleased with the progress and teamwork so far. Don Brown said visibility is an issue and some departments are communicating with ADP about issues affecting them but the problem is that communication could be affecting the entire project so he wants to make sure departments are replying to all recipients of an email, not just to one person. He said every action that happens with ADP and future concerns about implementation need to be understood by all parties because you can't assume that a single department's issue won't impact the entire project. He said Shawn Adamson would be the ideal person to manage the project rather than be a technical expert. Mr. Hopper said there is a lot of communication and planning involved and there needs to be one channel of information and one person charged with all of the moving pieces from the County's perspective. Ms. Eiband said there is an email group assigned to ADP that includes the key players and it's her opinion that if IT, HR and Payroll are communicating there doesn't need to be one person in charge, per se. Clerk Yamamoto said he welcomes IT, specifically Shawn Adamson, to the process as a fresh

set of eyes to look at what's going on. Commissioner Hanson said the County does not have an assigned leader for this project but believes the affected departments need to work together to get this done. Clerk Yamamoto said IT's role should be to see where all the pieces fit. Shawn Adamson said a project plan would include the communication plan, the risks and issues, the schedules, as well as defining roles and responsibilities. He started working on that but he didn't want to overstep the boundaries. Commissioner Dale said perhaps a flowchart could be created on how things should be progressing and everybody could come together to comment on the flowchart and move forward from there. Ms. Eiband is perplexed about today's meeting because they have had meetings and discussions and IT has been involved in the conference calls and has had a participatory role. She doesn't feel there needs to be someone from IT in charge of the project, it needs to be the three entities coming together and staying in communication. Commissioner Hanson said there isn't a major problem; it's just a matter of continued communication. Mr. Hopper said anybody can be in charge but he wants to make sure we have project management in place to ensure we understand the identified work that needs to be done and who's responsible for it. Wherever that project manager comes from is fine but assuming that everybody is going to live in their own silo and be effective is what he's concerned about. Commissioner Dale said it sounds like the project is accelerating towards full implementation so the key people, Shawna Larson, Shawn Adamson, and Michelle Britain, should meet each week, in person, to make sure everybody is on board. Mr. Wagoner said they had a biweekly meeting scheduled with ADP and the County players but due to the change on ADP's side with the new implementation manager we are waiting to reschedule those meetings. Commissioner Hanson said as the County continues to progress in size we will have growing pains so it behooves us to look at establishing project managers for some of the large projects in the future. Mr. Hopper said in addition to the meetings with ADP, we need a meeting with the County players who are engaged in the process who have tasks and action items to make sure those things are being done. The joint meeting with ADP should address where we're at, what's on schedule and what isn't, but we need an internal meeting to make sure everybody understands what's happening. Ms. Eiband said it's a good idea to set those up. Commissioner Hanson said the Board can be updated at its regular meetings with IT and HR. Ms. Eiband said it would be nice for all of the key players to hear the status reports so maybe we should set up monthly meetings with the Board so that all parties can be involved. Clerk Yamamoto said if IT has involvement and meets regularly he has no issue with IT being the point of contact. In response to whether there should be a specific meeting for addressing the ADP context, Commissioner Dale said he trusts the departments to keep the Board updated in the course of their general meetings that occur weekly and biweekly. The discussion on this topic concluded at 1:38 p.m. The Board was also scheduled to discuss the comprehensive compensation plan review project, but Ms. Eiband said she discussed it with Sam Laugheed earlier and she no

longer needs to have a discussion on this topic. The meeting concluded at 1:39 p.m. An audio recording is on file in the Commissioners' Office.

TELEPHONE CONFERENCE CALL RE FUNDING FOR COMMUNITY RECOVERY CENTERS

The Board met today at 2:01 p.m. for a telephone conference call with officials from various county and state organizations regarding funding for community recovery centers. Present were: Commissioners Craig Hanson and Tom Dale, Tony Poinelli from the Idaho Association of Counties, Latah County Commissioner Tom Lamar, Ada County Commissioner Jim Tibbs, Gem County Commissioners Mark Rekow and Bryan Elliott, Ross Mason, Darrell Keim and Rosie Andueza from the Department of Health and Welfare, other interested parties, and Deputy Clerk Monica Reeves. There was a roundtable discussion with questions raised in regards to funding, center locations, services offered, tentative budgets, and staffing. A committee with representatives from IAC and each County will meet again on April 14 for another conference. No Board action was required or taken. The conference call concluded at 3:15 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 18, 2015

No meetings scheduled due to a lack of quorum.

NINTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 19, 2015

No meetings scheduled due to a lack of quorum.

Commissioner Tom Dale was in the office to sign ministerial items and Commissioner Hanson authorized staff to use his stamp on the following items:

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for James Feist, Robbie Pond, Lawrence Hill, and Edward Redmond.

TENTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 20, 2015

No meetings scheduled due to a lack of quorum.

ELEVENTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 23, 2015

No meetings scheduled due to a lack of quorum.

TWELFTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 24, 2015

No meetings scheduled due to a lack of quorum.

THIRTEENTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 25, 2015

No meetings scheduled due to a lack of quorum.

Commissioner Tom Dale was in the office to sign ministerial items and Commissioner Hanson authorized staff to use his stamp on the following items:

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Molly Humphries, Vickie Berry, Javier Guizar, Deborah Ellis, Timothy Riha, David Baucum, Vada Manhire-Mendoza, Tanis Partee, and Monique Wilson.

APPROVED VACATION LEAVE TO OTHER EMPLOYEE FOR SICK LEAVE

The Board approved the donation of vacation leave to another employee for sick leave.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-010211, 2015-010212, 2015-010213, 2015-010214, 2015-010215, 2015-010216, and 2015-010217.

FOURTEENTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 26, 2015

No meetings scheduled due to a lack of quorum.

FIFTEENTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 27, 2015

No meetings scheduled due to a lack of quorum.

SIXTEENTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 30, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

APPROVED CLAIMS ORDER NO. 3-31-15

The Board of Commissioners approved payment of County claims in the amount of \$100.00 for accounts payable.

APPROVED CLAIMS ORDER NO. 4-3-15

The Board of Commissioners approved payment of County claims in the amount of \$147.00 for accounts payable.

APPROVED CLAIMS ORDER NO. 4-10-15

The Board of Commissioners approved payment of County claims in the amounts of \$193,213.52, \$107,173.93, and \$37,598.99 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for John Pruett, Maria Campbell, and John Pruett.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,725.00 to Sunshine Window Cleaning.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$11,842.00 to Atkinson Electronics.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Assessor's Office in the amount of \$5,423.33 to VLCM.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Public Defender's Department in the amount of \$1,230.25 to VLCM.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$4,000.00 to Whisper Mountain Professional Services, Inc.

FILE IN MINUTES

The Board filed the monthly report of the Canyon County Treasurer for February in today's minutes.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Facilities Manager Paul Navarro, PIO Joe Decker, Senior Administrative Assistant Jenen Ross, and Deputy Clerks Kelly Martinez and Monica Reeves. Ms. Martinez and Ms. Ross left at 8:38 a.m. Joe Decker reported on the following communication issues: He is assisting the Sheriff's Office with reporting information to the media in regards to the triple stabbing incident that occurred over the weekend; Sheriff Donahue is hosting a town hall meeting on Wednesday at the Nampa City Hall; a joint press conference is planned for April 8 at the refuge regarding changes to the Lake Lowell Comprehensive Conservation Plan; last week he finished a Bureau of Justice grant in the amount of \$450,000 for the Prosecutor's Office for the community justice center they are trying to start; and he will prepare a press release for the proclamation that will be signed for child abuse awareness month. Paul Navarro reported on the following facilities issues: Addendum No. 1 to the RFQ for the courthouse remodel project will be signed today; the old shop remodel project located at 304 N. 12th Avenue is progressing; asbestos abatement for the Staci's Bail Bonds and Crown Bail Bonds buildings is complete and the demolition contract will be signed today. Mr. Navarro will ask Tom Bicak about having the County's Historic Preservation Commission look at the structures to see if there is any historical significance. He reported that while the Board was gone there was a small emergency with the heating and cooling system at the Juvenile Justice Center where the system's Windows 98 computer died and the temperature became uncomfortable. The least expensive solution was to upgrade the system to a Windows 07 platform at a cost of \$11,000 so Mr. Navarro approved the purchase but he has a purchase order to back it up. The Board had no problem with the emergency purchase. Mr. Navarro reported that the Idaho Transportation Department will reimburse the County \$6,700 for the upfront costs associated with raising power lines for the temporary traffic signal at Karcher Road and Lake Avenue. Commissioner Dale spoke about HB311 which is an incredibly complex tax bill that adjusts the income tax level and takes away the grocery tax, adds some fuel tax, to name a few, but the net result for counties is a reduction in revenue sharing from sales tax and other means with no way of recouping it and would require counties to raise property taxes in order to cover standard costs so he's writing letters to the senators. Commissioner Rule suggested the Board send a letter to both the Senate and the House. Mr. Decker will work on that

communication this morning. Commissioner Dale was approached by the Nampa Chamber of Commerce about whether the County wants to be a chamber member. He thinks the County should be involved because the chamber represents nearly 50% of the businesses in Canyon County. Commissioner Hanson does not see the benefit in the County belonging to the chamber. Commissioner Rule said the Board was on the receiving end of an aggressive attack by the chamber this past year but he is willing to have that discussion. Commissioner Hanson said he is in favor of meeting with the chamber and having a discussion on the record. The meeting concluded at 8:54 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, PENDING LITIGATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:03 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, pending litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 67-2345(1) (d), (f) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:40 a.m. with no decision being called for in open session.

CONSIDER SIGNING ADDENDUM NO. 1 FOR COURTHOUSE REMODEL CONSTRUCTION PROJECT

The Board met today at 9:40 a.m. to consider signing Addendum No. 1 for the Courthouse Remodel Construction Project. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Mr. Laugheed said this is a two-phase solicitation; the first phase is a Request for Qualifications and after we prequalify potential bidders we will do an Invitation for Bids. The addendum addresses some miscellaneous clarifications and answers questions that were raised by interested contractors about the plans and the

process. The calendar has not been changed at this time so the statements of qualifications remain due on April 3; the process is expected to be completed by the end of April. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to approve and sign Addendum No. 1. The meeting concluded at 9:42 a.m. An audio recording is on file in the Commissioners' Office.

MONTHLY ELECTED OFFICIALS MEETING

The Board met today at 9:44 a.m. for a monthly elected officials meeting. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Clerk Chris Yamamoto, Treasurer Tracie Lloyd, Assessor Gene Kuehn, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. Sam Laugheed attended the meeting on behalf of Prosecutor Bryan Taylor who was at the statehouse talking about the proposed marijuana legislation. Sheriff Kieran Donahue was at the statehouse on the same issue so Chief Dashiell appeared on his behalf. Clerk Yamamoto reported that his chief deputy is on medical leave. Treasurer Lloyd did not have anything to report. Assessor Kuehn reported he is trying to fight a bill in the legislature regarding park model homes, and on a sad note he reported that Patty Bauscher, the Assessor from Gooding County, passed away. Chief Dashiell reported on the status of some high profile cases as well as staffing issues for the Sheriff's Office. They recently hired a new technology specialist and a few deputies will come on board the middle of April. Some promotions have occurred which is good but at the same time resignations seem to be coming in as fast as new employees are hired. They will soon lose some senior staff members to retirement. He spoke of legislation issues the Sheriff's Office is working on with regard to the concealed weapons bill and the cannabis oil bill. Commissioner Dale reported on his meeting with US Fish and Wildlife Representatives in Portland, Oregon. He said Lake Lowell has become important to them because of the responses from the County, the Congressional delegation and the private boat dealerships. Prior to his meeting the County received a letter from the director saying they were willing to reconsider the boat restrictions for ballasts and wake-generating hydrofoil devices, which would have restricted 80% of the boats on the lake. In all they will be making four changes: They are committed to removing the restriction on ballasts for the prevention of invasive species contamination, and the restriction on ballasts and wake-generating devices like hydrofoils for disturbance to the grebe population; the 25-shot shell per day limit will be changed to a 25-shot shell limit on person, which means you can go back to your vehicle as many times throughout the day as you want and get more shells. They required groups of 10 or more who want to bicycle, horseback ride, or run on the land trails to acquire a permit from the manager and they also included the term *no training* which prohibited training

activities; however, they agreed to take out the language that restricted people from training. They have agreed to a timeline to have it completed and signed by Regional Director Robyn Thorson before April 8, 2015. Senator Crapo's office is organizing a joint press conference to be held at the refuge on April 8 to make a public announcement of the all the changes. Chief Dashiell is expecting the Sheriff's Office to receive calls about boats being restricted from landing at the sandy beach area at the lower dam. The information he received is that the area will be closed but there will be lanes to drop off, but boats cannot park there. Commissioner Hanson said it will not be on Canyon County to enforce those; it's a key issue he has voiced concern about but refuge officials have not produced anything. Commissioner Dale reported that legislation (HB311) came out last week that would be a huge overhaul of the tax system by removing the grocery tax, revamping the income tax structure, and adding a 7 cent gas tax. He said Dan Blocksom from IAC gave a really good analysis on the negative impacts this would have on counties and cities, particularly those that do not have road building authority. Canyon County would see a net loss in our revenue with no means to make it up other than adding to the property tax burden. He said the leadership is pushing it so the counties' appeal will be to the Senate. Commissioner Rule said the Board is drafting a letter to the senators. Commissioner Hanson reported that the Board will open proposals today for the comprehensive compensation plan review project. Commissioner Rule said Hess Construction will demolish the Crown Bail Bonds and Staci's Bail Bonds buildings in the next few weeks so there could be some disruptions to parking while the project is underway. Commissioner Dale reported on a complaint he received from the Coroner's Office where people are parking and driving through the area between the administration building and the Coroner's Office and it's becoming a safety issue. The Board will ask Paul Navarro to look into the issue. Clerk Yamamoto said the bill they wrote in Canyon County to do some election cleanup work sailed through the house and made it through the senate committee with a do pass so he expects that to pass this week. The meeting concluded at 10:09 a.m. An audio recording is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE DEVELOPMENT SERVICES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION; AND CONSIDER REFUND REQUEST TO UPPER DEER FLAT FIRE DISTRICT, DALE JEFFERS

The Board met today at 10:09 a.m. for a biweekly meeting with the Development Services Director to discuss general issues, set policy, and give direction as well as to consider a refund request to Upper Deer Flat Fire District, Dale Jeffers. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Development Services Director Tricia Nilsson, and Deputy Clerk Kelly Martinez. Director Nilsson said they received a Conditional Use Application for Upper Deer Flat

Fire District which has apparently been “grandfathered” in as we have no record of zoning approval and they now wish to build a new fire station. The Fire District has now asked for a fee waiver for the Conditional Use due to their limited budget. Director Nilsson said the language in state law is ambiguous on whether the County should charge a fee or not. Deputy P.A. Zach Wesley confirmed it is ambiguous, the language is very broad and some of the legislative history is confusing. Some agencies or municipalities charge fees to other government entities and some waive the fees. Mr. Wesley said they have developed an approach where if there is an agency that is charging the County fees or asking for the County to submit a fee waiver they can consider all of those things. This request is from Deer Flat Fire District and is for their fire department, it is a small fee and they have articulated some reasons for the waiver. Director Nilsson noted that the fee is \$850. Commissioner Dale asked if there is a service associated with this fee. Director Nilsson said they will do a site review for Conditional Use Permit and there is a cost to the staff time involved. Director Nilsson said the Fire District is not asking for a waiver of the building permit fee at this time. Commissioner Dale believes we need to be careful about setting a precedence here because if we are providing a service that is beyond what is normally required of the County to provide, then that entity should pay for the hard cost of that. The request was discussed but a resolution was not yet prepared or agendaized for today’s meeting. The Board asked staff to prepare a resolution and schedule a meeting at a later time to further consider the request. Other topics of discussion included the following: budget and permit summary; pending applications including zoning amendments, Idaho Youth Ranch, and Gayle Manufacturing; and COMPASS grant applications discussions with Mayor of Parma. Director Nilsson said COMPASS has a small grant program and the deadline for submissions is Friday. She has had some discussions with Mayor Leigh out of Parma about applying for the grant to help fund the budget to update their comp plan. Director Nilsson asked to throw in about 20 hours of “in-kind” staff time to help with the comp plan and mapping which would make the City eligible for about \$5,000 in resources. Commissioner Rule said in the past the Board has sponsored some of Parma’s grant requests and whatever the County can do to help that isn’t directly taking property taxes from other parts of the County is agreeable. Commissioner Dale and Hanson agreed as well. Chief Information Officer Rob Hopper, IT Development Manager Don Brown, and IT Admin. Tech. Manager Cheryl Lane arrived at 10:20 a.m. for the next meeting. HR Director Jeannine Eiband and Michelle Britain arrived at 10:21 a.m. for the next meeting as well. Zach Wesley left at 10:21 a.m. Director Nilsson also mentioned that United Way is having a statewide book drive and asked if the County would like to host a couple of barrels to collect children’s books. Commissioner Rule said the Board talked about it and decided United Way is welcome to put a barrel out in front of the Courthouse that can be picked up at night but that is probably as far as we are willing take it. We do not want to place them inside the courthouse where it would take up a lot of employee time. Director Nilsson will relay the information to United

Way. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:23 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

WEEKLY MEETING WITH THE CHIEF INFORMATION OFFICER TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:23 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Information Officer Rob Hopper, IT Development Manager Don Brown, IT Admin. Tech. Manager Cheryl Lane, HR Director Jeannine Eiband, HR Admin. Supervisor Michelle Britain, and Deputy Clerk Kelly Martinez. Indigent Services Director Michele Chadwick arrived at 10:24 a.m. for the next meeting. Mr. Hopper said they have some employees leaving who are fairly crucial to the IT Department's success. Mr. Hopper noted that another programmer is leaving which leaves only one programmer position filled in the department. They have had significant trouble filling the other vacant programmer positions with the salary currently offered and unfortunately IT is just a really hot field right now. The average computer science graduate is getting 34 different company job offers when exiting college, so it is a very competitive field. Mr. Hopper reviewed salaries from current open positions offered by other government sector employers. Mr. Hopper said one of the problems is if you hire a new employee in at a higher salary than the people already there, it causes compression issues. Commissioner Rule said the CIO came the Board several months ago and said they had a programmer position open for a year without any applications because we were \$30,000 below where you would need to be to get the attention of someone to apply. Mr. Hopper said he has come up with three options as possible solutions: 1- post these open positions at a high enough salary to get some interest, however it will create some discourse as it will be a higher salary than some current IT employees; 2- rebalance all of the IT Department salaries and get them closer to market value; or 3- the final option is to do nothing at this point and wait for the salary audit to come back and tell us what we probably already know. Mr. Hopper said he worked with HR Director Jeannine Eiband on the numbers for option two and it is not a huge number. The salary adjustments to get the department where it needs to be for this first step would only be about \$65,000 base salary total which is close to \$100,000 with benefits. Commissioner Rule asked if Mr. Hopper has that money in last year's budget to address this problem plus the funds to bring new people in at the higher salary. Mr. Hopper said the \$65,000 figure includes bolstering those salaries and he does have it in the budget because they have not been fully staffed. Commissioner Hanson said his standard rule is if we are going to do this for IT, it is the same principle and the compression issue that we are talking about, we

need to approach it for everyone even if it means increasing resource availability for livable wages. He is willing to do that, however he is not willing to just single out a specific group out of the 800 employees the County has. Commissioner Rule agrees, however he doesn't want to lose two or three more technicians while we are waiting to get that accomplished. Commissioner Hanson said the same problem is occurring in the Sheriff's Office. Commissioner Rule said he thinks our department heads can probably zero in on what those numbers are based on their employees they are losing at market. Commissioner Hanson said his only issue is getting Department Heads and Elected Officials to actually have an open true communication rather than a name calling situation, which was his point of wanting to go outside for a third party compensation planner. Commissioner Hanson said he is uncomfortable only doing this for one group, he is not opposed to increases, however he wants to address everybody. Commissioner Dale said there are two major considerations, one short term and one long term. The IT Department has a pretty small staff and if one or two people leave it really hurts the department. The staff in IT affect everyone one in the County and Commissioner Dale believes we can't afford to let IT fail. Commissioner Hanson said he has worked for the County for 17-18 years now, and he has dealt with the Sheriff's salary issue since he started, it has been an ongoing issue and giving raises and dealing with compression has never completely been addressed. Commissioner Rule said in response to that, in the last two budgets we have given them over \$1 million dollars each year and they haven't addressed their salaries. Commissioner Hanson said we are addressing market value basis dealing with compression issues and these people are where they are because of the structure we have in place and so if we are looking at Canyon County salary structures, we have got to address the entire Canyon County salary structure. Commissioner Rule said we will get a meeting scheduled soon to readdress this again in a more timely manner. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:43 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-010774, 2015-010775, 2015-010776, 2015-010777, 2015-010778, 2015-010779, 2015-010780, 2015-010781, 2015-010782, 2015-010783, 2015-010784, 2015-010785, 2015-010786, 2015-010787, 2015-010788, 2015-010789, 2015-010755, 2015-010756, 2015-010757, 2015-010758, 2015-010759, 2015-010760, 2015-010761, 2015-010762, 2015-010763, 2015-010764, 2015-010765, 2015-010766, 2015-010767, 2015-010768, 2015-010769, 2015-010770, 2015-010771, 2015-010772, and 2015-010773.

OPEN PROPOSALS FOR COMPREHENSIVE COMPENSATION PLAN REVIEW

The Board met today at 2:01 p.m. to open proposals for the Comprehensive Compensation Plan Review Project. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, interested citizens, and Deputy Clerk Kelly Martinez. Mr. Laugheed emphasized that this is a proposal process as opposed to invitation for bids so the County is going to be evaluating the proposals under a number of different factors that were outlined in the original Request for Proposals (RFP). The proposals were due today at 1:30 p.m. The following companies submitted bids:

Personnel Systems and Services
1325 W. Bluemont Dr.
Salt Lake City, UT 84123
Received on March 25, 2015

Weaver & Associates, LLC
4903 Lakeview Place
Boise, ID 83714
Received March 30, 2015 at 1:18 p.m.

HayGroup Inc.
55 Second Street, Suite 550
San Francisco, CA 94105
Received on March 30, 2015 before 1:30 p.m. (confirmed by staff and Mr. Laugheed)

Mr. Laugheed said the next thing that will happen is we will get together with the review committee and go through the review process outlined in the RFP. The Board is tentatively scheduled to give notice of intent to award a contract on April 6, 2015. It is possible that that deadline will change as it is tentative. The proposals are on file with this day's minute entry. The meeting concluded at 2:08 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIGN MARCH 30, 2015 AGENDA DOCUMENTS

The Board met today at 2:31 p.m. to sign the March 30, 2015 agenda documents. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Leon Samuels, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Kelly Martinez. The items were considered as follows:

Approval to award officer's badge and duty weapon to Sargent Doug Teichert and Sargent Kevin Barrow - Chief Dashiell said Idaho Code authorizes the Sheriff to recommend the Board to award duty weapons and badges to officers

separating under certain conditions, primarily that they will be entering the retirement system upon departure. Sgt. Kevin Barrow has been with the agency for 25 years and is retiring tomorrow. Sgt. Doug Teichert will be employed with the County for 30 years in May of this year and is planning to retire the end of May 2015. The award of these items is something that isn't done for everybody by any means, it is at the Sheriff's discretion as well as the Board's discretion. Chief Dashiell presented letters from the Sheriff requesting the authorization to provide their duty weapon and badge upon retirement. Commissioner Dale believes it is a great way to say thank you for your service to the people of our county and Idaho. Commissioner Rule said he knows both men well and they have served gallantly and with honor. Commissioner Hanson said he has served with both Sargent Teichert and Sargent Barrow and they serve with distinction and honor. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to award officer's badge and duty weapon to Sargent Doug Teichert and Sargent Kevin Barrow. Deputy P.A. Mike Porter and Chief Dashiell left at 2:36 p.m.

Treasurer's Tax Charge Adjustments - Commissioner Rule said the Treasurer makes a number of adjustments to keep everything in balance. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the Treasurer's Tax Charge Adjustments for February 2015.

Subawardee Agreement between Canyon County and Melba Rural Fire District - Mr. Samuels said this agreement basically sets up guidelines for the subawardee in using this money to make sure they are correctly using the equipment, keeping track of the equipment, and if they choose to dispose of the equipment they will notify the emergency manger before doing so. This agreement was set up because previously there was no agreement at all so basically we were giving people money and they could do with it what they wanted. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the Subawardee Agreement between Canyon County and Melba Rural Fire District. (See Agreement No. 15-029.)

Spring 2015 Demolition Project at 1022 Albany Street and 1116 E. Chicago Street, Caldwell, Idaho - Mr. Laugheed said these are two local formally bail bond business that the County acquired these structures several months ago. We did some asbestos abatement on them recently after receiving the level one testing information back and now this is the demolition of those buildings. Mr. Laugheed said that formal competitive procurement process for public works construction like this kind of demolition is engaged by statute when it costs more

than \$25,000. It is the County's general practice, working with Paul Navarro, to go out to a competitive solicitation when it costs more than \$10,000 and in this case we have two buildings for the price of \$13,500 from a firm that Mr. Navarro has worked with before and the County has also worked with before. The County would not secure any material benefit from soliciting other formal bids so that is why the contract is before the Board rather than a solicitation. Paul Navarro has done some informal checking to confirm this is a low bid. There are performance of payment bonds associated with this contract that have been provided, we have a certificate of insurance that names the County as additional insured, and the contract is for \$13,500 for two buildings. The time of performance is anticipated to be approximately one month. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the Spring 2015 Demolition Project at 1022 Albany Street and 1116 E. Chicago Street contract with Hess Construction, Inc. (See Agreement No. 15-030.)

The signed documents are on file with this day's minute entry. The meeting concluded at 2:44 p.m. An audio recording is on file in the Commissioners' Office.

SEVENTEENTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO MARCH 31, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

APPROVED JANUARY 2015 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of January 2015 were read and approved and found to be a proper record of the proceedings of the Board of Commissioners of Canyon County, Idaho. Also approved was the synopsis for publication. Minutes of the Board of Canyon County Commissioners' meetings are on file in the Commissioners' Office and may be viewed upon request.

EXECUTIVE SESSION – COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 8:31 a.m. for a biweekly meeting with the Chief Probation Officer. A request was made to go into Executive Session to communicate with the County’s risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 8:32 a.m. pursuant to Idaho Code, Section 67-2345(1) (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Chief Probation Officer Elda Catalano and Deputy Clerk Kelly Martinez. The Executive Session concluded at 8:43 a.m. with no decision being called for in open session. Deputy P.A. Zach Wesley left at 8:44 a.m. at which time HR Director Jeannine Eiband arrived for the next meeting.

While in open session, Ms. Catalano discussed possibility of obtaining training for employees, specifically her leadership team. She believes the cost of the training would be approximately \$10,000 and includes a series of workshops and different testing that staff would complete. Ms. Catalano noted that Deputy P.A. Zach Wesley is reviewing an MOU regarding this new approach to addressing juvenile justice issues. The meeting concluded at 8:46 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners’ Office.

BIWEEKLY MEETING WITH THE HUMAN RESOURCES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 8:46 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Human Resources Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: discussion regarding employee sick leave donation policy and the Board agreed it would be appropriate to drop the Board’s approval from that form as it is already approved through the Department Head/Elected Official and Human Resources; Director Eiband has worked with auditing to allow employees to approve the replacement fee of a lost employee badge to be automatically withdrawn from their paycheck rather than submitting cash payment; discussion regarding encouraging employees to utilize direct deposit rather than issuing paper checks; and budget

information. Director Eiband asked if the Board is expecting her to come back with a recommended number for a percentage of salary increase for next year's budget. Commissioner Rule said he prefers to have options and suggested Director Eiband come up with an average increase number based on information from other counties. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:00 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER RESOLUTION AUTHORIZING PAYMENT OF EXCESS SALE PROCEEDS PURSUANT TO IDAHO CODE §31-808

The Board met today at 9:02 a.m. to consider signing a resolution authorizing payment of excess sale proceeds pursuant to Idaho Code §31-808. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Mr. Goodsell said the resolution is an annual exercise after the tax sales that occur in November or December of each year. This year's sale was held on November 6, 2014 and we had 60 days after that to notify parties in interest of any excess funds and they had 60 days to make claims on the funds and then the Board has to make a decision about who will receive money, and any remaining funds are made available to the previous owners. Attached to the resolution is a spreadsheet showing the parties in interest who filed claims, how much money was available, how much is going to be paid to them, and how much is available to the previous owners. The other attachments are related to the previous owners. If they want to make a claim they have to submit an affidavit and a W-9 form. A draft resolution was sent to all parties in interest and previous owners that we had addresses for and we asked them to contact the County if they had any issues. Apparently nobody is disputing what is being proposed. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to approve the resolution authorizing payment of excess sale proceeds pursuant to Idaho Code 31-808. (See Resolution No. 15-033.) The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:09 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk

manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 9:09 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (i). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Mr. Goodsell left at 9:15 a.m. The Executive Session concluded at 9:25 a.m. with no decision being called for in open session.

PUBLIC HEARING TO RECEIVE COMMENT ON THE NOTICE OF SOLE SOURCE PROCUREMENT OF CERTAIN ROOFING MATERIALS AND SUPPLIES FROM GARLAND/DBS INC., AND CONSIDER SIGNING NOTICE OF PURCHASE AGREEMENT

The Board met today at 9:32 a.m. to conduct a public hearing to receive comment on the notice of sole source procurement of certain roofing materials and supplies from Garland/DBS, Inc., and to consider signing a notice of purchase agreement. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Facilities Manager Paul Navarro, Bryan Warbus from Garland, and Deputy Clerk Monica Reeves. Sam Laugheed said the Board gave notice that the County was considering an expenditure of approximately \$275,000 for the purchase of certain roofing materials and supplies. Paul Navarro worked with Garland on cost estimates on the materials and some other issues and it was determined that further competitive solicitation would be impractical, or disadvantageous, or unreasonable given the quality of the materials and supplies. The only member of the public that's here today is Bryan Warbus from Garland. Paul Navarro said there are two roofs on the courthouse, the original from 1974 and one from the 1990s, both of which have failed. The new roof will last 60 years and will be part of the courthouse remodel project. This product saves us from going directly to a contract which is anywhere from a 10% to 15% markup on materials, which is a \$25,000 to \$40,000 savings for the County. Bryan Warbus, who is a construction manager, will be on site three times a week during the project and will provide weekly reports to Mr. Navarro. Mr. Laugheed said the next step in the process is to do an Invitation for Bids for the tear-off and installation portions. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to approve the purchase agreement. (See Agreement No. 15-031). The

meeting concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING IN THE MATTER OF A REZONE REQUEST FOR HOLLOWAY AND HURLEY, CASE NO. PH2014-46

The Board met today at 10:31 a.m. to conduct a public hearing in the matter of a request by Holloway and Hurley, Case No. PH2014-46, for a rezone of four parcels that total approximately 37.66 acres from an "A" (Agricultural) Zone. The parcels are located at the southwest corner of the intersection of Purple Sage Road and Cemetery Road in Middleton. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Alan Mills, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. Alan Mills testified in support of the rezone request. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to close public testimony. Commissioner Dale said it seems the pattern of growth of the City of Middleton is definitely moving in this direction; the property is adjacent to a residential subdivision to the north, and it seems the rezone is appropriate. He is in favor of the request. Commissioner Hanson said with the location of the high school and the proposed new elementary school and with the growth that has already occurred he doesn't see a reason to deny the rezone. He said the P&Z Commission voted three-to-two to deny the rezone but he didn't find a distinct reason as to why it was denied. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to approve the rezone and the Findings of Fact, Conclusions of Law and Order as prepared by staff. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to approve the Ordinance Amending the Official Zoning Map. (See Ordinance No. 15-007). The hearing concluded at 10:51 a.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO APRIL 1, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

APPROVED CLAIMS ORDER NO.

The Board of Commissioners approved payment of County claims in the amount of \$1,262,126.50 for a County payroll.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Solid Waste Department in the amount of \$2,751.20 to Treasure Valley Pipe Supply.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,538.37 to Plumb Master.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Robert Kershner, Martin Flores, Cary Salazar, Christopher Kennedy, Parker Gebhardt, Harold Patchett, and Cherry Kelly.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-011206, 2015-011207, 2015-011208, 2015-011209, 2015-011210, 2015-011211, 2015-011212, and 2015-011213.

CONSIDER SIGNING MERCHANT APPLICATION AND AGREEMENT WITH PAYPROS FOR THE PROCESSING OF ELECTRONIC PAYMENTS FOR PICKLES BUTTE SANITARY LANDFILL

The Board met today at 9:03 a.m. to consider signing a Merchant Application and Agreement with PayPros for the processing of electronic payments for the Pickles Butte Sanitary Landfill. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Solid Waste Director David Loper, and Deputy Clerk Monica Reeves. PayPros is a new vendor who will process electronic payments, effective the middle of April. Mr. Loper has worked

with the current vendor to make sure there's no penalty for terminating the agreement. Mr. Goodsell has reviewed the agreement and recommended it be signed by the Board. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the Merchant Application and Agreement with PayPros for the processing of electronic payments for the Pickles Butte Sanitary Landfill. Mr. Loper advised the Board that Dave Fisher with Republic wants to meet with him today. Commissioner Dale said that's fine because Mr. Fisher's company is the primary user of the landfill. Commissioner Rule said it's perfectly appropriate for Mr. Loper to talk to any customer but said if the conversation is about personnel issues or financial dealings than it should be brought to the Board. The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:09 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:10 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed. Facilities Manager Paul Navarro and Project Consultant Ken Fisher arrived at 9:22 a.m. Sheriff Kieran Donahue arrived at 9:32 a.m. The Executive Session concluded at 9:34 a.m. with no decision being called for in open session.

CONDUCT INTERVIEWS WITH POTENTIAL CONSTRUCTION AND ARCHITECTURE FIRMS REGARDING THE PROPOSED JAIL EXPANSION DESIGN-BUILD PROJECT

The Board met today at 9:36 a.m. to conduct interviews with potential construction and architecture firms regarding the proposed jail expansion design-build project. Presentations were given by ESI, Inc., McAlvain, and Scott Hedrick Construction. Present were: Commissioners Steve Rule, Craig Hanson, and Tom Dale, Chief Civil

Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Facilities Manager Paul Navarro, Project Consultant Ken Fisher, CIO Rob Hopper, IT Development Manager Don Brown, Torie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves, as well as team members from each of the three companies who presented. Captain Daren Ward arrived at 10:01 a.m. The interview committee consisted of the Board, Sheriff Donahue, Facilities Manager Paul Navarro, and Consultant Ken Fisher. Group presentations were as follows:

Engineered Structures, Inc. (ESI)

The presentation began at 9:36 a.m. and concluded at 10:33 a.m. Presenters included: Neil Nelson, Dustin Hilgert, Wes Watts, Andy Morgan, Mike Langersmith, Steve Christiansen, and Russ Moorhead. Following the presentation questions were asked by the committee members.

McAlvain Design Build, Inc.

The presentation began at 10:45 a.m. and concluded at 11:38 a.m. Presenters included: Chuck Graves, Kevin Lamb, Preston Potratz, and Bob Estlund. Following the presentation questions were asked by the committee members.

Scott Hedrick Construction

The presentation began at 1:16 p.m. and concluded at 2:31 p.m. Presenters included: Scott Hedrick, Dean Schultz, Cathy Miller, Greg Allen and Paul Allen. Following the presentation questions were asked by the committee members.

The Board and the committee members will review the information and determine which of the companies will be selected to be the design-build contractor. No Board action was required or taken as today's meeting was held for informational purposes only; a meeting to consider selecting a design-build firm will be scheduled at a later date. An audio recording of each presentation is on file in the Commissioners' Office.

NINETEENTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO APRIL 2, 2015

PRESENT: Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

ABSENT: Commissioner Steven J. Rule, Chairman

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Cynthia Gallegos and Alejandro Sapiens.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Fleet Department in the amount of \$4,540.13 to Canyon Truck Upfitters.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Weed Control Department in the amount of \$14,886.84 to Big Valley Supply Inc.

COMMUTER VEHICLE AUTHORIZATION FORM

The Board approved a Fiscal Year 2015 Commuter Vehicle Authorization Form for an Animal Control Officer.

TWENTIETH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO APRIL 3, 2015

PRESENT: Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

ABSENT: Commissioner Steven J. Rule, Chairman

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Goodwood Barbecue Company to be used April 11, 2015.

CONSIDER SIGNING RESOLUTION TO ISSUE A REFUND TO RADIX CONSTRUCTION ON BEHALF OF UPPER DEER FLAT FIRE DISTRICT

The Board met today at 8:49 a.m. to consider signing a resolution to issue a refund to Radix Construction on behalf of the Upper Deer Flat Fire District. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Radix Construction, on behalf of the Upper Deer Flat Fire District, made application for a conditional use permit for a fire station and fees in the amount of \$850 were paid. The applicants are requesting a waiver because the all-volunteer fire department has limited funds. Mr. Wesley has discussed the request with DSD Director Tricia Nilsson and with the Board in a legal staff update earlier in the week. Commissioner Hanson said when the County deals with municipalities it does not receive waivers or refunds and he is concerned that if the refund is approved in this case other taxing districts could ask for waivers/refunds which could result in a significant amount being taken off our services. Mr. Wesley said that concern is why he and Director Nilsson developed a process where the Board will have an opportunity to review any requests for refunds or fee waivers and can review the County's costs for each case. Commissioner Dale believes this is mostly an administrative issue but he doesn't want to establish a precedent that requires the Board in every case to waive fees for other taxing entities. Mr. Wesley said it's possible another agency could learn about the refund and make the same request but it would not be binding on the Board. He said there are multiple taxing districts but not all would come to the County for a building permit so it is a rarity to see a request like the one being considered today. Commissioner Hanson said he can support this because the volunteer fire department has provided the Sheriff's Office abilities to train and because they would likely be a first responder to an incident at the landfill. Based on the fact that the fire department is a partner in service and because it is largely an administrative fee, Commissioner Dale made a motion to approve the resolution to allow an \$850 refund to the Upper Deer Flat Fire District with the note that any building will be subject to fees that are associated with inspections and that sort of thing. The motion was seconded by Commissioner Hanson and carried unanimously. (See Resolution No. 15-034.) The meeting concluded at 8:58 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTION TO MAKE APPOINTMENTS TO THE COUNTY HISTORIC PRESERVATION COMMISSION

The Board met today at 8:58 a.m. to consider signing a resolution making appointments to the County Historic Preservation Commission (HPC). Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, and Deputy Clerk Monica

Reeves. The HPC is comprised of community members who've done a lot of work with the historic preservation funding and have been interacting on other historic preservation issues in the County. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to appoint Zach Wesley and Tom Bicak to the County Historic Preservation Commission for a term of one year. (See Resolution No. 15-035.) The meeting concluded at 8:59 a.m. An audio recording is on file in the Commissioners' Office.

OPEN STATEMENTS OF QUALIFICATIONS FOR THE COURTHOUSE REMODEL CONSTRUCTION PROJECT

The Board met today at 9:00 a.m. to open Statements of Qualifications (SOQs) for the Courthouse Remodel Project. Present were: Commissioners Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Facilities Manager Paul Navarro, Trial Court Administrator Dan Kessler, and Deputy Clerk Monica Reeves. Statements of Qualifications were received by the following companies:

Petra, Inc.
1097 N. Rosario St., Suite 200
Meridian, ID 83642
Received on April 2, 2015 at 1:14 p.m.

Guho Corporation General Contractors
391 W. State St., Suite G
Eagle, ID 83616
Received on April 3, 2015 at 8:02 a.m.

Scott Hedrick Construction
1154 N. Orchard St.
Boise, ID 83706
Received on April 3, 2015 at 8:45 a.m.

Morgan Construction, Inc.
5145 Heyrend Drive
P.O. Box 1604
Idaho Falls, ID 83403
Received on April 3, 2015 at 8:37 a.m.

Kreizenbeck Constructors
11724 West Executive Drive
Boise, ID 83713
Received on April 2, 2015 at 4:29 p.m.

All SOQ's were received prior to 8:59 a.m. on April 3, 2015. Copies will be distributed to the review committee once it's put together. The calendar of events anticipates having interviews during the week of April 6, but it is possible interviews may not be necessary. This is Stage 1 of 2 for the project; the companies who are prequalified will be invited to give bids on the project. Mr. Laugheed and Mr. Navarro will be back next week to talk about the next steps. Commissioner Hanson wanted to make sure the formation of the review team is brought back to the Board. Mr. Laugheed said it will be. Mr. Navarro said he will do some legwork to get buy-in from the Judiciary, Trial Court Administrator, Prosecutor, and Clerk. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING LEGAL NOTICE FOR ROOF TEAR-OFF AND INSTALLATION PROJECT

The Board met today at 9:08 a.m. to consider signing a legal notice for the Roof Tear-Off and Installation Project. Present were: Commissioners Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. Mr. Laugheed said the Board will sign the notice inviting bids today so it can be published in the Idaho Press-Tribune sooner rather than later, and next week it will sign the Invitation for Bids. The Board has already done a sole source procurement for the materials and we've done engineering plans through Garland, and now with those in place we're doing a straight Invitation for Bids based on the detailed specifications and the blueprints and materials we already have. Bids will be due by Monday, May 11. Mr. Navarro hopes the rainy season will end by then and we can start working on the project immediately thereafter. Commissioner Hanson thanked Mr. Navarro and Mr. Laugheed for their work on the various construction projects that are in the works. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the legal notice for the Roof Tear-Off and Installation Project. The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:10 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 9:11 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (i). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Parks Director Tom Bicak, and Deputy Clerk Monica Reeves. Deputy P.A. Leon Samuels arrived at 9:20 a.m. Mr. Bicak left at 9:30 a.m. The Executive Session concluded at 9:55 a.m. with no decision being called for in open session.

CONSIDER SIGNING INTERNET ACCESS AGREEMENT WITH THE U.S. CENSUS BUREAU

The Board met today at 9:55 a.m. to consider signing an Internet Access Agreement with the U.S. Census Bureau. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Chief Civil Deputy Sam Laugheed, Deputy P.A. Leon Samuels, IT Development Manager Don Brown, Parks Director Tom Bicak, and Deputy Clerk Monica Reeves. Mr. Goodsell said this is the standard agreement the Assessor negotiates to allow other governmental entities to access some of our data. Some minor changes have been made to this agreement to accommodate some of the federal requirements of the Census Bureau but those changes were not significant nor do they pose substantial risks to the County. The main purpose is to bind them to the user agreement the County has so they can't sell our information. Mr. Brown said the IT Department wants to make sure the password information is given in the best manner possible. Mr. Goodsell said IT was involved in the initial review of the internet access agreement so if there are concerns he suggests they be discussed with the Assessor. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the Internet Access Agreement with the U.S. Census Bureau (Agreement No. 15-033.) The meeting concluded at 9:59 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER ADOPTING ORDINANCE AMENDING ORDINANCE NO. 91-003
AMENDING CHAPTER 4, ARTICLE 3, SECTION 9, SUNBATHING DOCKS

The Board met today at 9:59 a.m. to consider adopting an ordinance amending Ordinance No. 91-003 amending Chapter 4, Article 3, Section 9, sunbathing docks. Present were: Commissioners Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Leon Samuels, Parks Director Tom Bicak, and Deputy Clerk Monica Reeves. Mr. Bicak said they have segregated the users at Lake Lowell in order to minimize conflict. There are boat loading docks – boat loading only, no sunbathing, no fishing. There are swim docks that only allow sunbathing, no boating and no fishing. There aren't any fishing docks except at the west end. He is asking for a variance to allow use of the sunbathing docks in the mornings to fish from when they have field trips. Mr. Samuels said he previously discussed this with the Board. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the ordinance and summary pertaining to Ordinance No. 91-003 amending Chapter 4, Article 3, Section 9, sunbathing docks. (See Ordinance No. 15-008.) The meeting concluded at 10:01 a.m. An audio recording is on file in the Commissioners' Office.

TWENTY-FIRST DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO APRIL 6, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Kelly Martinez

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Sockeye Grill & Brewery to be used April 11, 2015 for Lake Lowell Marathon Final Kick Event.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Melissa Conklin and Lindsey Botkin.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Information Technologies in the amount of \$7,165.00 to Cerium Networks.

APPROVED CLAIMS ORDER NO.

The Board of Commissioners approved payment of County claims in the amounts of \$4,483.08, \$183,823.81 and \$82,633.41 for accounts payable.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, PIO Joe Decker, Administrative Specialist Jenen Ross, and Deputy Clerk Kelly Martinez. The items discussed were general in nature. Ms. Ross left at 8:40 a.m. Mr. Decker reported on the following communication issues: Commissioner Hanson is scheduled for this month's KBOI radio interview and Mr. Decker will put together some talking points; Child Abuse Awareness month is April and the Board is doing a press-conference to read the proclamation; there is a press-conference on Wednesday regarding Lake Lowell/Deer Flat and the Board agreed Commissioner Dale would be the speaker; Sexual Abuse Awareness and Prevention Month is also recognized in April and a proclamation and press-conference will be scheduled as well; Mr. Decker has been working with Lt. Schorzman on the Canyon County Emergency Operation Plan; and Mr. Decker will also be attending the Crossroads Museum tour with the Board on Friday. Commissioner Dale said he was out at the Melba breakfast yesterday morning and spoke with the Melba Fire District Commissioner Chairman regarding the fire prevention plan at the museum. Commissioner Rule said the County asked to be removed from the Melba Fire District because they were requiring 20,000 gallon fire protection tanks. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:51 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:06 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Deputy P.A. Zach Wesley, Ken Fisher, Facilities Manager Paul Navarro via conference call, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 10:05 a.m. with no decision being called for in open session.

NOTICE OF INTENT TO AWARD CONTRACT FOR COMPREHENSIVE COMPENSATION PLAN REVIEW

The Board met today at 10:05 a.m. to sign a notice of intent to award the contract for the Comprehensive Compensation Plan Review Project. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Kelly Martinez. Mr. Laugheed requested the Board remove this item from the agenda and take no action at this time. The compensation plan proposals have been received by the County and the selection committee is reviewing them to make a recommendation to the Board at a later date. Mr. Laugheed stated for the record that the matter is under advisement and he will contact the Board's staff to reschedule this notice of award in the near future. The meeting concluded at 10:05 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE DEVELOPMENT SERVICES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:10 a.m. for a biweekly meeting with the Development Services Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Development Services

Director Tricia Nilsson, CIO Rob Hopper, IT Development Manager Don Brown, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: information regarding code enforcement and referring cases to prosecution; update regarding the COMPASS grant application for the City of Parma; information regarding transportation related activities including: Valley Regional Transit meeting, COMPASS High Capacity Study, COMPASS grant reviews, COMPASS active transportation work group, Canyon Highway District and Nampa Highway District Lake Lowell Area pedestrian and bike plan, and Caldwell Chamber transportation and Government Affairs Committees. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:18 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

WEEKLY MEETING WITH THE CHIEF INFORMATION OFFICER TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:18 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Information Officer Rob Hopper, IT Development Manager Don Brown, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: information regarding salary issues and personnel updates; Commissioners' meeting room remodel update; information regarding the ADP/PERSI process as the current vendor is exiting the business; Mr. Hopper submitted a purchase order for E911 software and services in the amount of \$7,165 to Cerium Networks. The Board would like to discuss the salary issues tomorrow during legal staff update in executive session. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:26 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE FLEET DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:30 a.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Fleet Director Mark Tolman, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: the commuter vehicle list was received by the Board; update on up-fittings which area going well; installing new Cradle Point Wi-Fi units for emergency vehicles; working to upgrade the Mobile Command video system and he is hoping to receive grant funds for that; Director Tolman would like to consider adding a technician position for the next budget

cycle and presented a proposed organizational chart for the Fleet Department. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:37 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE DIRECTOR OF MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:46 a.m. for a biweekly meeting with the Director of Misdemeanor Probation to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Director of Misdemeanor Probation Jeff Breach, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: update on the Community Service Program; and Director Breach reviewed a statewide data comparison for Misdemeanor Probation. Commissioner Rule would like to know the number of offenders on felony probation in Canyon County so Director Breach will try to gather that information. Director Breach also discussed plans for their office remodel as well as personnel updates. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:53 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

TWENTY-SECOND DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO APRIL 7, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

PUBLIC HEARING TO CONSIDER THE APPEAL BY DEMETER BIO-RESOURCES MONTANA LLC, FOR A C.U.P. TO OPERATE AN ETHANOL PLANT, CASE NO. CU-PH2014-40

The Board met today at 9:02 a.m. to conduct a public hearing in the matter of an appeal by Demeter Bio-Resources Montana, LLC, on the denial of a Conditional Use Permit (C.U.P.) to operate an ethanol plant, Case No. PH2014-40. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley,

DSD Director Tricia Nilsson, DSD Planner Christian Samples, Sot Chimonas, Dennis Fulcher, Tina Wilson, Julie Klein Fischer, Rob Franklin, Stan Siewert, Ann Hale, Sue Gann, Mike Gann, Glenn Koch, Brad Benke, Karen Jahn, Byron Morgan, Sandra Kershner, Eric Randall, Bruce Hubler, Steve Jahn, Vivian Ferkin, Mark Ferkin, Sherry Anderson, Amy Rice, Gary Hale, Martin Koch, Scott Ary, Merle Hammons, Larry Choate, Nancy Rogers, Elwin Holmes, Connie Benke, Kris Inouye, Bob Willcuts, Ben Maxwell, John Anderson, John Warren, Pamela Smith, Brent Coles, Ron Asche, Richard Smith, Donald Kershner, Michelle Ellinger, Delores Choate, Estelle Christensen, Norma Stattner, Gene Cox, Vesta Cox, James Christensen, Debbie Ary, Paul Walsh, Dee Roberts, Colleen Whittig, Marion Rumbaugh, Mary Brewer, Neal Rusco, Delores Rusco, Ken Severns, Sharon Knight, Terry Wingle, Pam Nishimoto, Debbie Koch, Bob Larison, Shirley Morford, Phillip Morford, Ty Ferkin, Thomas Tankersley, Debra Flitton, Jan Larison, Kim Dixon, Suzanne Dixon, Nancy Dilone, Dixie Morgan, Jessica Telford, Bryan Culbertson, Michelle Van Lith, Jake Fillmore, Kloie Fillmore, Zeb Fillmore, Edwin Dilone, Margie Robinson, Stephen Jahn, Kylah Fillmore, Kirah Fillmore, and Deputy Clerk Monica Reeves. Commissioner Dale disclosed that he is familiar with the area. Commissioner Hanson said he is familiar with the area, but he doesn't recognize anybody in the crowd nor does he have any vested financial interest in this project. Commissioner Rule said he has no financial interest in this case but he is familiar with a number of people in the audience.

Christian Samples gave the oral staff report. This is an appeal of the denial of the conditional use permit for an ethanol plant. The ethanol plant is proposed as a component of a food processing facility, a fertilizer processing facility, a utility distribution system, and bulk storage as an accessory use of any flammable liquid above or below ground. Only the ethanol plant requires a conditional use permit. On January 15, 2015 the P&Z Commission denied the application due to a two-two tie vote on two separate motions to approve and deny the application. Staff's analysis of the decision will focus on the odor, noise and traffic issues brought up as reasons behind the motion to deny and on the application re-submittal guidance concerning property values. The motion to deny indicated that the application failed on two criteria: *Will the proposed use be injurious to other property in the immediate vicinity and/or negatively change the essential character of the area? And, will there be undue interference with existing or future traffic patterns?* Due to the P&Z Commission's tie vote, staff has drafted two sets of Findings of Fact, Conclusions of Law and Order: one overturning the application denial and one upholding the decision found in Exhibits 60 and 61 respectively.

The following people testified in favor of the appeal:

Sot Chimonas testified that Demeter is a small agricultural and renewable company that has been developing its food processing project for several years. They chose Idaho,

and specifically Canyon County, as the home of their first processing facility because they believe Canyon County is a good location for the plant. They signed a purchase and sale agreement on the 64-acre parcel, which is already zoned M-1 (light industrial) with an array of uses. Their project fits well with the existing neighboring businesses in the middle of the largest industrial zone in Canyon County and they believe this area is a perfect fit for the food processing facility especially with Canyon County having positioned itself as the center of agriculture technology and food processing innovation. They have made a substantial investment in time, in down payments, in progress payments to procure the site, site assessments, environmental assessments, and site engineering. He said the zoning shows the M-1 zoning and to the immediate right of the subject parcel is AmeriGas and Koontz-Global Power; to the left is Hansen Pre-Cast Concrete. Given the comments from the neighbors and the P&Z Commission, they determined that it would be a good idea, whether they accomplished it through conditional use or not, to split that parcel from the development perspective. They are willing to place the development on the northern half of the property to isolate themselves further from the neighbors and blend in more. As the neighbors pointed out the original M-1 zoning of the 63 acres does stick out like a sore thumb and it extends much further than the others but they are willing to impose the development on the northern 40% of it. When you drive by on Highway 19 you can see their addition in the background of the food processing facility. The ethanol component of the facility consists of four fermentation tanks that make the beer and ferment the starch from the grains and tubers; a beer well that stores the beer temporarily to feed it into two towers that are 100 feet tall for efficient distillation in order to recover the ethanol from the beer. There is an underground storage tank system that will be placed within that same vicinity of the other ethanol components. The facility is primarily a food processing plant that produces food ingredients from the tuber SunSpuds and feed barley grain which they use to make the food ingredients. Starch and sugars end up becoming ethanol and they utilize the leftovers to produce bio-gas which is the same compound as natural gas that they use to fire the boiler and make processed steam and also produce green tack renewable electricity. The residual is an organic fertilizer product; the organic leftovers, the fibers, phosphorus, all the things that come in with the grains and the tubers from the field end up condensing themselves down to an organic compost that they will use back in the fields for their own farmers to grow their crops as well as make it available to the local farm community to use as an organic supplement if they care to do so. Mr. Chimonas said they strive to have clean fermentations. It's very important in a modern, state-of-the art ethanol facility, just as important as it is in a brewery and in a vintners operation. Clean fermentations are everything; they smell good and they do not carry very far because they are clean fermentations and that is the key to producing efficient conversion and obtaining maximum production of the product you're trying to ferment. In his 30 years of experience in ethanol, which includes design, installation, and start up and

optimization of the largest ethanol plants in the world, they are usually 100 to 120 million gallons and are about 20 times larger than what is being contemplated in this small component of the food processing plant. Mr. Chimonas said they have explained the makeup of the facility many times to the P&Z Commission and to the public and presented facts to support the point that the additional or incremental impacts stemming from the ethanol portion as compared to the rest of the food processing facility are quite small. Unfortunately the information presented by others opposed to the project stems from a lack of understanding of the process and likening it to a huge ethanol plant. They believe they are using the best state of the art technology to convert feed stocks to ethanol and they do not anticipate much in the way of odor or offensive smells that leave the property. He's not sure why IDEQ wouldn't allow a preemptive odor management plan but certainly they are willing to talk to them in that regard. He said Demeter understands what the concerns are and they've always been open to inviting the neighbors to voice their concerns, in fact, they offered a design committee made up of the neighbors' representatives to participate in the design layouts. One of the reasons some changes have been made is in response to what the neighbors and the public hearings revealed.

Noise: In terms of equipment, emanating noise, they made an extensive noise study. By the time you travel 1200 feet the noise will dissipate to a whisper or a quiet library level of 28 decibels. They are willing to work together to find a condition that satisfies both technology and what they can accomplish as a reasonable industry.

Odor: State of the art ethanol facilities not only have clean fermentations but they also scrub the gas that comes off, it's carbon dioxide and it does have some other alcohols in it including ethanol, which are considered odiferous. They are scrubbed through a pack tower to not only recover the components but also to meet environmental regulations and the EPA Region 10 Standards of Emissions. Further, they intend to liquefy the carbon dioxide. After they scrub the components they liquefy it and put it in a tank in a liquid form. The entire process is enclosed.

Traffic: The anticipated truck traffic will be 29 loads per day. They are willing to go with the recommendation of Canyon Highway District and move their access road from the center of the property to the right side, which is the Pride Lane extension. They want to study the turn on Pinto Road to make sure there is ample turn radius and make improvements accordingly. A traffic impact study is not required because the numbers are less than 10% of what triggers such a study.

Mr. Chimonas believes a green industry like theirs could perhaps improve property values as compared to some other heavier industry like fertilizer production. They intend to be a good neighbor and they will continue to listen to conditions that are

feasible for the project. Following his testimony, Mr. Chimonas answered questions from the Board.

Tina Wilson provided testimony about the potential economic impact of the food processing facility.

Julie Klein-Fischer offered testimony regarding the deed restriction issue which she said has no impact on the Board's decision nor should it be considered. The original owner, Sweetgrass Corporation, created deed restrictions sometime during the rezone process for the property that purported to limit uses. They were in place when the rezone occurred so it can be assumed that the commission knew they existed and chose not to incorporate them into development agreement so the assumption is it did not intend to enforce those restrictions. When the property was conveyed to Jim and Maryanne Holt no reference to the deed restrictions were included in that conveyance.

Stan Siewert, a local farmer who grows SunSpuds, testified about the years he spent working in Simplot's ethanol department and he offered comments on how the neighbors' concerns about traffic, odor, noise and property values can be mitigated or addressed.

The following people testified in opposition to the appeal:

Ann Hale testified on behalf of the Pleasant Ridge Community and she believes Demeter Bio-Resources is a full-blown ethanol plant, not a food processing facility with a very small ethanol production component. She spoke of her research of Demeter, its owners, and representatives, as well as companies affiliated with Demeter. She also spoke about her extensive research of ethanol plants. Her concerns include traffic, noise, diesel fumes and how the neighborhood would be affected in a negative way. She believes the project would be better suited in a "no-man zone". According to Ms. Hale she believes the applicant misrepresented the project and she believes the appeal should be denied.

Sue Gann testified about ethanol plants and the overestimation and underestimation of ethanol production. She is concerned about the limited data and lack of detail for the proposed plant.

Mike Gann testified that he has reviewed what limited information and data that was available and noted the following concerns: water usage in the plant, the proposed wastewater treatment system, holding pond capacity, groundwater contamination, lack of an application management or monitoring plan, and lack of an odor management plan.

Glenn Koch testified about the warranty deed restriction issue and the fact that the neighbors were depending on the restrictions for protection only to find out years later they are not valid. He said the project does not belong in an area that doesn't have services or adequate roads.

Brad Benke has owned and farmed 150 acres in the area for over 30 years and his property is within a quarter mile of the project. He said ethanol plants have a history of explosions, fires, and disruptions that result in safety evacuations of nearby homes. Additional concerns include odors, increased traffic, noise, waste water, and delivery of water to farms,

Karen Jahn testified about the neighbors coming together to gather information and conduct research on the plant, the applicant, and those associated with the project. When speaking of her concerns about noise, odor heavy traffic, air quality, and property values, she referenced the County Commissioners' own mission statement which, in part, is to promote quality of life for County residents.

Eric Randall, a former P&Z Commissioner, said it is the right business for the county, but it's on the wrong parcel. His objections are based on the following three factors: the history of the rezone from Agricultural to Light Industrial; the fact that it will be injurious to the other properties in the area and/or negatively changes the essential character of the area; and transportation issues that will be created by a lack of direct access to Highway 19.

Byron Morgan offered testimony about safety concerns associated with ethanol plants which can significantly impact nearby residences and businesses.

Ben Maxwell, who is a commercial agriculture pilot, testified the area is used for flight training and he is concerned that the project could bring restrictions on the air traffic system in the area. He also worried about the plant's proposed 100-foot towers that will become obstacles.

Bruce Hubler testified about his experience with aerial spraying in the area as well as the concern that the 24-hour operation of the plant could impact his aerial application efforts.

Steve Jahn gave testimony regarding the ethanol industry which he believes has grown largely because of government subsidies and goals related to ethanol fuel. He said the market has been saturated which is evident by the many shutdowns and failures in ethanol plants. He is opposed to Demeter's experimental exercise.

Sherry Anderson testified about comments that were made in 2006 about how deed restrictions could only be removed per authorization of the Board or through annexation of the municipal having jurisdiction. She said during the rezone process neighbors believed they would not have to worry about an ethanol plant because they believed the deed restrictions were valid.

Nancy Roberts testified that she and her husband own R&M Steel Company and they have had conversations with Mr. Chimonas about his request to access their property from Highway 19. They will not grant the access through their property.

Gary Hale testified that neighbors are emphasizing the ethanol component because Mr. Chimonas has spent so much time emphasizing the food processing plant. He questioned the economic benefits of growing SunSpuds when there is only one farmer who's indicated he's going to grow them.

Scott Ary gave testimony about the concerns of truck traffic and congestion that will occur. He also spoke of his concern related to the underground storage and secondary containment system.

Jan Larison testified about her concerns with property values, water, odor, and traffic as well as safety concerns associated with an ethanol plant.

Larry Choate asked the Commissioners to pay attention to a statement in the 2020 Comprehensive Plan which states "To diversify and improve the economy of Canyon County in ways that are compatible with community values." He believes the noise factor will be impossible to negate, and he is concerned about truck traffic as well.

Martin Koch testified about the following concerns: odor, inversion, and air quality.

The Board took a recess from 1:33 p.m. to 2:03 p.m. for a legal staff update. Testimony in opposition resumed at 2:04 p.m. as follows:

Merle Hammons offered comments about safety concerns with the loading and unloading of chemicals, the lack of information on whether the ponds will be lined, and the potential for contamination of the water system.

Brent Coles testified about his concern that increased truck traffic could be a safety issue for the school buses that travel through the area.

Donald Kershner testified that if the plant is approved he and his wife would have to move due to Mrs. Kershner's sensitivities to chemicals.

Gene Cox's testimony focused on the fact that the subject property does not have access to Highway 19, unlike the other M-1 zoned properties along that area, and he disputed the claim that the proposal would provide an economic benefit, based on information that reported ethanol production has cost the taxpayers nearly \$54 billion.

Ken Severns testified about his concern with increased truck traffic and the impact it will have on of Simplot Boulevard which is already dangerous because of damage caused by trucks. He also said the amount of accidents that occur in the area should be taken into consideration.

Terry Wingle questioned who will be responsible if the project negatively impacts the wells, ground water and the roads.

Pam Nishimoto testified about concerns dealing with water, safety and traffic.

John Warren testified that the proposal does not fit with the City of Caldwell's revitalization plan that includes walking paths, etc. He is concerned about the potential for odor from the plant.

Bryan Culbertson questioned Demeter's plan for a \$55 million project because it doesn't seem feasible. He said the project does not belong in a rural residential area.

Margie Robinson testified she will sell her property if the project is approved. She is concerned with possible odors, and about the safety of school buses travelling in the area.

Following the opposition testimony the Board took a break from 2:36 p.m. to 2:44 p.m. Rebuttal testimony was offered by Sot Chimonas who spoke of the intent to mitigate a lot of the concerns as well as their intent to comply with the regulations. Following rebuttal, the Board asked questions of Mr. Chimonas. Commissioner Hanson made a motion to close public testimony. The motion was seconded by Commissioner Dale. A roll call vote was taken with Commissioners Hanson, Dale and Rule voting in favor of the motion. Commissioner Dale thanked the audience members for their participation and for the great attitude shown during the process. Commissioner Rule concurred and invited the Board to discuss the case. Commissioner Hanson is hesitant to make a decision today given the vast amount of information that's been presented. Commissioner Rule said he is an industrialist by nature and likes to see businesses come in, however, he has not seen a project with as much opposition as what is being proposed today. Commissioner Dale said he was elected to represent the interests of the people of the county and that entails balancing opposing views. There are interests of economic development and interests of hundreds of people who are in opposition.

He has several concerns with the project and the key among them were brought up in staff's presentation: *"Will the proposed use be injurious to other property in the immediate area and/or negatively change the essential character of the area?"* He can't get away from feeling that the ethanol portion of the plant is injurious to the neighbors. And, *"Will there be undue interference with existing or future traffic patterns?"* He has not seen a traffic plan for this area that fits the amount of truck traffic that could be generated. Those concerns make him lean towards supporting the opposition at this point. Commissioner Hanson wants economic development for Canyon County but he has some concerns with the plan as a whole and he's having a hard time supporting the ethanol plant. He believes there are a lot more details that need to come forth in order for him to move forward with the project. Commissioner Dale said he finds himself erring on the side of caution. Often it's easy to make decisions based on what feels good right now and often in political offices people make decisions based on whether or not they're going to get elected next year but those are not necessarily the best reasons to make a decision. It is incumbent on us to think for the long term and to know what the ongoing impacts and multiplying factors are. He is not ready to authorize the ethanol portion of the plant. He would like to see the inulin plant built, but as stated in testimony this may be good for Canyon County, but it is probably not the best location and for those reasons he is not in favor of it. Commissioner Rule said it doesn't matter where this plant would be proposed there would still be opposition. He is appeased in every aspect: the deed restriction, truck traffic, lights, lined ponds, double-walled tanks, spill containment, and blending but the sludge and odor issues are up in the air for him. He thinks the industry has changed and that the scrubbers probably do work and the odors may not be as bad so he would support this. Commissioner Dale agreed with Chairman Rule on many of those points. He does not believe DEQ or any other regulating authority over the ponds would allow it to contaminate the water. He believes the safety concerns of the plant would be handled with regulatory oversight that's already in place. His chief concerns are Item No. 4 and Item No. 7 which he already talked about. He would like to see a traffic plan and he'd like to see the plant up and running and then maybe the applicant could come back and reapply once we have some history on the plant and the company. Commissioner Hanson made a motion to take the matter under advisement and render a decision within 30 days. He amended his motion to include a date certain of May 5, 2015 at 10:00 a.m. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion. The hearing concluded at 3:51 p.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION

Note for the record: As properly noticed the Board met today at 1:35 p.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure and attorney-client communication. The Executive Session was held in the Commissioners' break room because the media had set up audio/visual equipment in the meeting room as part of the Demeter Bio-Resources ethanol plant hearing that is being held today. The session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 1:36 p.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson, Rule and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Leon Samuels, Deputy P.A. Mike Porter, CIO Rob Hopper, IT Development Manager Don Brown, IT Administrative Supervisor Cheryl Lane, H.R. Director Jeannine Eiband, and Deputy Clerk Monica Reeves. The Executive Session concluded at 2:01 p.m. with no decision being called for in open session.

TWENTY-THIRD DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO APRIL 8, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Deputy Clerk Monica Reeves

ABSENT: Commissioner Tom Dale

APPROVED PURCHASE ORDER

The Board approved a purchase order for Information Technologies in the amount of \$5,500.00 to Integra.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$3,002.00 to Northwest Elevator & Contracting.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Coroner's Office in the amount of \$2,258.72 to VLCM.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Jerome Event Center to be used April 25, 2015 and April 26, 2015 for a concert.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Mark Conta, Amber Holbrook, Lola Andrews, Ryan Goldsmith, Thomas Tippetts, Greg Foulk, and Paul Lagrone.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-012175, 2015-012176, 2015-012177, 2015-012178, 2015-012179, 2015-012180, and 2015-012181.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 10:52 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 10:52 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (i). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:18 a.m. with no decision being called for in open session.

CONSIDER SIGNING INVITATION FOR BIDS FOR THE SPRING 2015 CANYON COUNTY COURTHOUSE REMODEL PROJECT- ROOF TEAR-OFF AND INSTALLATION

The Board met today at 11:18 a.m. to consider signing the Invitation for Bids (IFB) for the Spring 2015 Canyon County Courthouse Remodel Project - Roof Tear-Off and Installation. Present were: Commissioners Steve Rule and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Mr. Laugheed said we have procured the supplies and the engineering for the project and we've already signed the legal notice so today is just the signing of the IFB so we can get it on the website and to the general contractors associations. Bids are due May 11, and the contract will likely be awarded by May 13. A project manager from Garland will assist with the project. Commissioner Rule said a new roof is necessary because the existing roof has failed and has been patched a number of times. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the Invitation for Bids for the Roof Tear-Off and Installation Project. The meeting concluded at 11:20 a.m. An audio recording is on file in the Commissioners' Office.

PRESS-CONFERENCE REGARDING LAKE LOWELL - DEER FLAT NATIONAL WILDLIFE REFUGE

TWENTY-FOURTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO APRIL 9, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Don Dutton.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Slanted Rock Brewing Company to be used May 10, 2015 for a wine tasting event.

APPROVED CLAIMS ORDER NO.

The Board of Commissioners approved payment of County claims in the amount of \$782.14 for accounts payable.

APPROVED CLAIMS ORDER NO.

The Board of Commissioners approved payment of County claims in the amounts of \$74,323.56 and \$133,666.89 for accounts payable.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-012248, 2015-012249, 2015-012250, 2015-012251, 2015-012247, 2015-012246, and 2015-012245.

BIWEEKLY MEETING WITH THE JUVENILE DETENTION DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 8:30 a.m. for a biweekly meeting with the Juvenile Detention Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Juvenile Detention Director Steve Jett, Administrative Assistant Marilee Davis, Administrative Assistant Dawn Gardner, Juvenile Detention Fitness Coordinator Muntaga Bah, and Deputy Clerk Kelly Martinez. Indigent Services Director Michele Chadwick and Hearing Specialist Yvonne Baker arrived at 8:44 a.m. for the next meeting. Topics of discussion included the following: a potluck will be held April 29th at noon for Ms. Davis' retirement as well as a

County wide celebration on April 30th at 2 p.m. in the public meeting room; information regarding the weight loss program which Mr. Bah sponsors himself; average population for March was 30 juveniles; Director Jett said they raised the rate to \$160 per day to house juveniles from other counties; update on the garden; staff volunteered to help a student at Canyon Springs build a garden; they will have a state inspection today; community project information; upcoming training to reduce liability; Director Jett discussed a PREA allegation of sexual abuse brought forth by a parent of a juvenile offender which was found to be false; Director Jett is in discussions with the Supreme Court regarding a recent court decision regarding using restraints in court. Director Jett also said they will have the School Lunch Program audit next Tuesday. Ms. Davis said this will probably be her last meeting with the Board before she retires and the Board thanked her for her service to the County. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:51 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-301

The Board met today at 8:59 a.m. to conduct a medical indigency hearing for Case No. 2015-301. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant and his Job Corps Counselor, Attorney Mark Peterson, Kate Stark from St. Luke's, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to June 18, 2015 at 9:00 a.m. The hearing concluded at 9:19 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-280

The Board met today at 9:35 a.m. to conduct a medical indigency hearing for Case No. 2015-280. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Attorney Mark Peterson, Kate Stark from St. Luke's, and Deputy Clerk Kelly Martinez. The applicant was not present at today's hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to continue the hearing to June 18, 2015 at 9:00 a.m. The hearing concluded at 9:48 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NOS. 2015-252 AND 2015-302

The Board met today at 9:52 a.m. to conduct a medical indigency hearing for Case Nos. 2015-252 and 2015-302. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, and Deputy Clerk Kelly Martinez. Neither the applicant nor hospital representative were present for today's hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to take Case Nos. 2015-252 and 2015-302 under advisement with a decision to be rendered within 30 days. The hearing concluded at 9:53 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIAL DATES FOR MEDICAL INDIGENCY CASES

The Board met today at 9:53 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, and Deputy Clerk Kelly Martinez. Ms. Chadwick recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2015-311, 2015-474, 2014-1408, 2014-1490, 2015-293, 2015-245, 2015-66, and 2015-298. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 9:54 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER NOTICE OF INTENT TO AWARD CONTRACT FOR DESIGN-BUILD SERVICES FOR CANYON COUNTY JAIL ADDITION PROJECT

The Board met today at 11:00 a.m. to consider a notice of intent to award the contract for design-build services for the Canyon County Jail Addition Project. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Facilities Manager Paul Navarro, Project Consultant Ken Fisher, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Public Defender Office Administrator Deepak Budwani, Clerk Chris Yamamoto, Lt. Eric Miller, other interested citizens and Deputy Clerk Monica Reeves. Sam Laugheed gave a backstory of how we got to this point. After the Statements of Qualifications (SOQs) were received in late February the County formed a review committee consisting of Sheriff Donahue, Paul Navarro, Ken Fisher, and Commissioner Hanson to review the five SOQs we received in order to establish an initial ranking. That process was completed

by March 11 when the review committee identified the following three firms they wanted to invite to supplemental interviews in front of the Board: ESI, Scott Hedrick Construction and McAlvain. Mr. Laugheed said at this point it's important to have a motion to adopt the review committee's initial scoring of all the SOQs that were received as reflecting a reasonable application of the RFQ checklist criteria to those SOQs. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to adopt the recommendation of the review committee. The committee members offered the following comments on the presenting firms' qualifications, experience and their statement of approach.

- Ken Fisher said each team that was interviewed did a good job; they each presented notes on the talking points, and some rose to the top with some of their talking points and some with the clarity they had with their presentation and their approach to the project. They all did a good job explaining design and construction components on how they'd connect to the new jail and how they would approach the sequencing of construction. When they talked about how they would keep the jail occupied 365 days a year, 24 hours a day, seven days a week most had the same answer; some had varieties in phrasing and some rose to the top a little more in their approach to manage the budget and contingency for the design. ESI talked about not being able to meet all three of the criteria, in fact each of them had quite a concern to do that, but they laid it out and provided a different concept for meeting that criteria where we couldn't have 300 beds, 60,000 square feet and a \$13.5 million budget. Square footage would have to be reduced in order to meet that. Everybody talked about a new concept, but ESI provided a concept that went above and beyond to show what they could actually do. The County is looking for a team that could put the most dollars into the project without a lot of expense as far as travelling so we are looking for a local company, yet we are also looking for expertise, and one firm rose in that area. There was good definition by all on managing the unknowns, but one ranked a little higher. Everybody touched on good items on the programming process. Some talked about meeting with the jail operations staff to understand what was going to be the right way to do this and if you're somewhat local that's going to be a little easier because you're not always going to be able to pull the operations staff out especially if they are limited on staff. Firms were asked to explain the overall concerns on this project and answers varied on meeting the exact requirements of the RFQ because there might not be enough money to do all of the square footage and beds; some couldn't quite meet the expectations of

what the project team is trying to put together for the upcoming Idaho Jail Standards Committee meeting to where we could have some kind of input from them. Mr. Fisher ranked ESI first, Scott Hedrick Construction second and McAlvain third.

- Paul Navarro said he is on the same page as Mr. Fisher and in his mind the contractors are the same, they are very competent builders but the standout was between the architecture, engineering teams, and the security consultants they hired to bring in to support them. One team very clearly rose to the top and they had a clear understanding with qualified experience in the realm of Idaho Jail Standards. In his mind the other teams did not really address that. With regard to the early June deadline, one team doesn't see that as an obstacle, and two of them alluded to it but one dialed it in with regards to programming and working closely with the Sheriff's Office to understand the processes involved in the labor and moving of inmates, food and laundry. He ranked them for the same reasons that Mr. Fisher did; he ranked ESI first, Scott Hedrick Construction second and McAlvain third.
- Sheriff Donahue said his rankings fell with ESI as Number one, Scott Hedrick Construction Number two, and McAlvain Number three, partly because of the local aspect of the design-build team and the experience level of the design-build team and who each company was bringing in to help with the design. It's a complicated project due to the complexity of keeping a secure facility operating 24/7 while the build-out is being completed and if we move forward that has to be the priority of what we address. He liked the idea of the phased move out and he thought ESI did a good job of showing options and some forward thinking in a short amount of time although he's not sure he would agree with all of those points but what matters is once it's awarded if a design is started then it would be more about how to address some of those concerns so he didn't let that fall into this too much even though he thought they had a far more detailed plan than the other two. He thought all three teams were very qualified, but felt like ESI rose to the top like Mr. Navarro and Mr. Fisher have said. He liked the fact that all three were looking at the complexities and the challenges we would be facing as a County in operating a facility while trying to build on to a facility knowing it's a secure facility. He thought Scott Hedrick Construction had an excellent idea about what to do in the event of an emergency evacuation, and he

was impressed that they went to the city and talked about vacating the alley with water, sewer, power and gas. Sheriff Donahue said some of ESI's top concerns were training for new hires and they spent time explaining that training would be necessary and there would have to be a time commitment by the Sheriff's Office to get people familiar with it, which he felt was an excellent point. Another concern was post-construction parking, and they also talked about timelines in terms of how the phases would be completed. He thought McAlvain had some good points as well; they had good thoughts on the medical unit and they believe the square foot imprint would be a challenge. He was appreciative of the honesty of all three teams when they talked about those things. McAlvain talked about how the market is changing and prices are going to go up. He didn't let the June 1 jail standards deadline play into his decision because he doesn't think June 1 is a legitimate timeline because he doesn't think they will have a proper design to present to the Idaho Jail Standards until December or February. All three teams had in-depth concerns that would have to be faced and all three talked about extensive conversations and meetings that would have to take place with the Sheriff's office and jail commander to identify and address not just the issues we know of today, but issues that could come through the design and building process. All three did a great job with that but he felt that ESI rose to the top in their approach and thoughtfulness in what they brought to the table. The panel asked for the qualifications for the subcontractors which is a very important aspect because it's not about the lowest bid, it's about the quality of the bidder and he thought they handled that very well by talking about their process to vet those subcontractors. Sheriff Donahue rated ESI the highest, followed by Scott Hedrick Construction, who was followed by McAlvain.

- Commissioner Dale agrees with the ranking although he's not convinced it's the right idea to move forward. He strongly believes that any plan for jail expansion that does not include getting us out of using the old jail for a facility to house inmates is not in the best interest of the future. The addition plan institutionalizes the need for more personnel which means higher cost to taxpayers; there's no accounting for future needs of growth on the site if it's built at this location, there is very little possibility of expansion so for those reasons he does not believe this is the best idea. He said we should slow down and look at the other things, but that's a position he's held all along and that being said if this project moves forward as proposed ESI is definitely the team he wants working

on this project because they have the qualifications to do the best job. He is impressed by their creativity and their forethought and the anticipation of problems that could arise and he felt they had the best presentation and qualifications and the best team to address this going forward.

- Commissioner Hanson said ESI is the company we need to go with based on their presentation and total consideration of everything. McAlvain and Scott Hedrick Construction are qualified contractors who've done great work. ESI addressed specific things that were voiced. He said it's always been stated that the original design was preliminary and it did not have all of the bugs worked out but nothing has been presented to date that precludes us from moving forward with this project. ESI addressed a very good phased process that includes being able to continue visitation and keeping those areas open. They presented a plan that was very workable and ready to go with a few minor things that need to be taken care of and then it can be presented to the jail standards committee in June where they look at whether it meets the minimum jail standards. He said that's all they're doing in saying yes or no as we go forward, they're not doing anything further with the design process so he respectfully disagrees with the Sheriff. Commissioner Hanson said we do not have any other process, project, or idea on how to do anything further for the jail space we potentially need. The tent has another 10 years left on it, provided it doesn't deteriorate sooner, so we have to look at where the 122 beds are going to go if we do need to do something and this will give us the ability to have additional space. He said ESI is the team we need to go forward with.
- Commissioner Rule said all three teams could do the job but he rated ESI the highest. Scott Hedrick's presentation made him nervous because they were the least confident they could construct the facility within the \$13.5 million budget. McAlvain had a little more confidence than the Scott Hedrick team. ESI constructed the administration building and they stayed within the budget and did a great job heading off cost overruns. He liked the confidence they had with staying within the budget on this project, but the "real kicker" was Andy Morgan and his confidence in the security transition portion of construction, which he felt was exhibited in a superior way to McAlvain and Scott Hedrick.

Mr. Laugheed asked the Board to entertain a motion to recognize that each of the teams is qualified to perform this project but at this particular time on this particular project

the final ranking would be ESI as Number 1; Scott Hedrick Construction Number 2; and McAlvain Number 3. Commissioner Hanson made a motion to award the contract to ESI and to go forward with developing a contract and to place Scott Hedrick Construction as Number 2, and McAlvain Number 3. The motion was seconded by Commissioner Dale with the understanding that his earlier comments be noted. A roll call vote was taken on the motion with Commissioners Dale, Hanson and Rule voting in favor of the rankings discussed. The motion carried unanimously. Mr. Laugheed will draft a letter to the firms advising them of the rankings and they will have seven days (April 16) to submit written objections. The meeting concluded at 11:29 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING FINAL PLAT FOR BELLA TOSCANA SUBDIVISION NO. 2, CASE NO. PH2014-44

The Board met today at 11:29 a.m. to consider signing the final plat for Bella Toscana Subdivision No. 2, Case No. PH2014-44. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Harold Bingham, Lori Bingham, and Deputy Clerk Monica Reeves. Commissioner Rule disclosed that he knows Harold Bingham but that will not factor into today's action. Jennifer Almeida stated the plat contains the necessary signatures and is ready for the Board's approval. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to approve the final plat for Bella Toscana Subdivision No. 2. The plat was signed by Chairman Rule. The meeting concluded at 11:32 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH CLERK AND CONTROLLER TO DISCUSS FUND ACCOUNTING PRINCIPLES AND BALANCES

The Board met today at 1:05 p.m. with the Clerk and Controller to discuss accounting principles and balances. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Sheriff Kieran Donahue arrived at 1:09 p.m. Mr. Wagoner said with the FY2016 budget season rapidly approaching they thought it would be a good idea to review some fund accounting, principles and practices related to fund accounting and also the funds that Canyon County actively uses in the budgeting process. He prepared a PowerPoint presentation which was reviewed during the meeting. (A copy is included with this day's minute entry.)

Comments were exchanged during the review of each fund, and highlights were as follows:

Enterprise Fund: Solid Waste Management

It has a balance of \$8.5 million. Commissioner Rule said the fund has been at the same number for 15-20 years but he's concerned that the cost to close the landfill, should it ever occur, has increased over the course of those years and it's something they should discuss in the next year or two. Clerk Yamamoto said that study will be coming in the next few months. Mr. Wagoner said the number has been increasing over the past few years to keep up with inflation but it is time to have a fresh set of professional eyes look at what it will cost to close landfill and that process is underway.

Internal Service Fund: Canyon County Health Insurance Fund

The balance at the end of last fiscal year was \$2.6 million, but unfortunately the revenues last year were \$6.7 million and the expenses were \$8.3 million so there was a loss of \$1.6 million in the fund last year. Commissioner Rule said there was an administrative decision to help keep that fund healthy. Mr. Wagoner said that actually happened in FY2015. Through September 30, 2014 we were still with Meritain so that's strictly the claims and administration related to Meritain. For FY2015 we've had some significant changes and although it's only been a few months it looks good so far. Meritain provided us reports with provider discounts of 22%, but Blue Cross said they will save the County 41% because of their relationships that offer deep discounts. Clerk Yamamoto said when they raised that question they were told it was not apples to apples, but they are starting to think it is. We are on course at this point to break even and that has not happened since he's been in office. The Board is cautiously optimistic about the good news.

Clerk Yamamoto said statutorily it's very clear why the Auditor's Office pays such close attention to the funds. There are restricted funds that have a sole purpose so they dedicate the money, and we have the levy authority of what we can do. They try to maximize what they're doing, make sure the funds are healthy, take care of the taxpayers, and see that the current expense fund has the most dollars possible because it's the least restricted fund we have. Commissioner Rule thanked the Clerk and Controller for the excellent presentation. Mr. Wagoner would like to meet with the Board next week and talk about the first half of FY2015 and the potential for upcoming items for the FY2016 budget. Commissioner Rule said it looks like the jail effort is maturing and it would be critical for the Clerk and Controller to think about how we're going to budget that for FY2016 and possibly the following year. Clerk Yamamoto said they have done a fair amount of work on it but they have a lot of questions. Commissioner Rule said the Board wasn't sure if the \$13.5 million budget is real but he would like them to look at it. He said he wouldn't allow a project like this to move

forward without 9% to 10% in reserve. Commissioner Dale said we're also talking about salary adjustments too. Clerk Yamamoto said there is a lot to consider so we need to have an ongoing dialogue. Commissioner Hanson thinks that's a good idea. The meeting concluded at 1:46 p.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 1:46 p.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 1:47 p.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Deputy P.A. Brad Goodsell arrived at 1:49 p.m. The Executive Session concluded at 2:17 p.m. with no decision being called for in open session.

MONTHLY MEETING WITH THE FAIR ADMINISTRATOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 2:17 p.m. for a monthly meeting with the Fair Administrator to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Craig Hanson, Fair Administrator Rosalie Cope, and Deputy Clerk Kelly Martinez. Commissioner Tom Dale arrived at 2:18 p.m. Topics of discussion included the following: update on entertainment for this year's fair; discussion regarding sponsors; Ms. Cope is still working on setting a joint meeting between the City of Caldwell, College of Idaho, Fair Board and Rodeo Board. Commissioner Rule asked if there is any fundraising news on the horizon. Ms. Cope said basically they are making progress and the last month has been favorable, however there are is nothing concrete yet. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:29 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING CHILD ABUSE AWARENESS MONTH PROCLAMATION AS WELL AS FY2015 FACILITY AGREEMENT WITH INTERMOUNTAIN HOSPITAL

The Board met today at 2:29 p.m. to consider signing the Child Abuse Awareness Month Proclamation as well as the FY2015 Facility Agreement with Intermountain Hospital. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Indigent Services Director Michele Chadwick, PIO Joe Decker, Deputy P.A. Erica Kallin, Deputy P.A. Justin Paskett, and Deputy Clerk Kelly Martinez. Ms. Kallin said they are really excited and this is the first annual Canyon County Child Abuse Awareness Day which is kicking off tomorrow. Commissioner Hanson read the Proclamation into the record and then made a motion to sign the Child Abuse Awareness Month Proclamation. Commissioner Dale seconded the motion and it carried unanimously. Mr. Decker and Ms. Kallin left at 2:35 p.m. Mr. Wesley said this is an agreement that has been discussed with the Board a few times in preparation for the signing. This is the revised form agreement that they have been working with, first with West Valley and now with Intermountain Hospital. This agreement will hopefully streamline the contractual relationship that we have with Intermountain Hospital and the other hospitals in regard to payments for involuntary mental holds. Mr. Wesley said the change he would like to point out is the contract rate which is \$850 per day for the facility fee and that is for every day except for the last day, which we do not pay for. Last year's rate was \$827 so this is a slight increase for this year but it is still a substantial savings compared to what the County would be paying under the Medicaid rate. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the FY2015 Facility Agreement with Intermountain Hospital. The signed agreement, No. 15-034, is on file with this day's minute entry. The meeting concluded at 2:39 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

TWENTY-FIFTH DAY OF MARCH TERM, A.D., 2015
CALDWELL, IDAHO APRIL 10, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Deputy Clerk Monica Reeves

ABSENT: Commissioner Tom Dale - Vacation

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Elana Salzman, Samuel Stone, and Rodney Wickstrum.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$10,932.39 to Wall 2 Wall Flooring.

MONTHLY MEETING WITH ADMINISTRATIVE DISTRICT JUDGE TO DISCUSS GENERAL ISSUES

The Board met today at 8:02 a.m. for a monthly meeting with the Administrative District Judge to discuss general issues. Present were: Commissioners Steve Rule and Craig Hanson, Administrative District Judge Brad Ford, and Deputy Clerk Monica Reeves. Judge Ford advised that the legislature passed a bill that includes the provision of a new magistrate judge for Canyon County. The courts are pleased with that but it creates some challenges so his plan is to meld that with transiting the Nampa courts operation to the courthouse which will occur around the first of October. This summer will be busy with the magistrate recruitment process and the selection of a new Trial Court Administrator. Some judges are candidates for the Court of Appeals so if one is appointed they will be looking at recruiting a new district judge. Commissioner Rule expects the courthouse remodel to be underway by the first of May and completed by the end of October. Judge Ford said the judiciary has a lot of concerns with security and he respects the work Paul Navarro has done but he would like to visit with the City of Caldwell about the height of the benches and the concern about people possibly coming over the benches. Commissioner Rule said the design is done so Judge Ford's best shot is to meet with Mr. Navarro and make budget plans to fix the issues next year. He advised there was a meeting yesterday where the design-build teams were analyzed and ESI rose to the top as the team we are going to work with. Commissioner Hanson said in their presentation ESI addressed 90% of the concerns that have been raised by Sheriff Donahue, and once we get to the design phase all of the needs will be addressed. He spoke about how the County will build a quality facility with the funds it has available. Also discussed was the issue of parking and how it is being addressed. Commissioner Hanson informed Judge Ford about his concern with the plan to have a community court in Nampa; the County is moving the Nampa court operations to the courthouse so it doesn't seem feasible to finance new court space in Nampa. Judge Ford said the Criminal Justice Planning Council has talked about it but he doesn't have

enough knowledge about it to comment at this point. The meeting concluded at 8:28 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A MEMORANDUM OF UNDERSTANDING WITH THE CALDWELL HOUSING AUTHORITY REGARDING TRANSFER OF CERTAIN TAX DEED-ACQUIRED PROPERTIES

The Board met today at 9:02 a.m. to consider signing a Memorandum of Understanding (MOU) with the Caldwell Housing Authority regarding the transfer of certain tax deed-acquired properties. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Brad Goodsell, Mike Dittenber from the Caldwell Housing Authority, and Deputy Clerk Monica Reeves. Brad Goodsell said Mr. Dittenber approached the County about an idea to develop and improve some of the tax deeded properties the County has. An MOU was drafted which describes how we're going to apply the statute, Idaho Code 31-808, which allows the County to transfer properties to other government entities. Commissioner Rule said it's a good idea and has the potential to work well for both parties. Mr. Dittenber said when he attended the property sale last year there were three or four people who purchased the vast majority of the properties and he approached them afterward and asked about their strategy and they were quite honest and said there is no strategy. They pick up the properties for \$10,000 and rent them for \$700-\$800 a month and after 14 months they are free and clear, and in his opinion, this is how people become slumlords, although not intentionally. Mr. Dittenber said the Caldwell Housing Authority has a higher moral obligation to make things decent, safe and sanitary, and if the properties can be improved they can be put back on the tax roll at a higher assessment. He also said the City of Caldwell has \$155,000 in residual income from an old federal program from 1979 that can be put towards housing. Commissioner Hanson said there's been a good effort to communicate with the other districts on what is going on. Upon the motion of Commissioner Hanson and the second by Commissioner Rule the Board voted unanimously to sign the Memorandum of Understanding with the Caldwell Housing Authority regarding the transfer of certain tax deed-acquired properties. (See Agreement No. 15-035.) The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

CHILD ABUSE AWARENESS MONTH PRESS-CONFERENCE - CANYON COUNTY COURTHOUSE COURTYARD

TOUR OF CROSSROADS TRANSPORTATION MUSEUM - CELEBRATION PARK

Today the Board toured the Crossroads Transportation Museum at Celebration Park. Those present for the tour were: Commissioners Steve Rule and Craig Hanson, Parks Director Tom Bicak, Parks Assistant Director Kathy Kershner, Public Information Officer Joe Decker, Administrative Specialist Jenen Ross, Celebration Park Manager Laura Barbour, and Deputy Clerk Kelly Martinez. A tour of the inside and outside of the facility was conducted beginning at approximately 11:15 a.m. and concluded at approximately 12:15 p.m. No Board action was required taken as the tour was held for information purposes only.

INTRODUCTION TO IDAHO STATE HEALTHCARE INNOVATION PLAN (SHIP) -
REGION 3 HEALTH AND WELFARE OFFICE

COMMISSIONER MARCH TERM ADJOURNED

At the conclusion of the day's official business, the Board adjourned the March Commissioner Term.

THE MINUTES OF THE FISCAL TERM OF MARCH 2015 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO.

APPROVED: Commissioners Steven J. Rule, Craig L. Hanson and Tom Dale

ATTEST: Chris Yamamoto
Clerk

Kelly Martinez
Deputy

DATE: 6/2/15