

FIRST DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO APRIL 13, 2015

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

APPROVED CLAIMS ORDER NO. 4-10-15

The Board of Commissioners approved payment of County claims in the amount of \$30,218.00 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for David Ivers.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$2,064.00 to Prime Construction.

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 Specialist Jenen Ross, and Deputy Clerks Monica Reeves and Kelly Martinez. Topics of discussion were general in nature. Ms. Ross and Ms. Reeves left at 8:38 a.m. Joe Decker reported on the following communication issues: Child Abuse Awareness "Wear blue day" was successful and the walk seemed to go well; the second half of April is Sexual Assault Awareness Month which involves the *Start by Believing* campaign; information about a grand jury indictment that came down Friday; Mr. Decker will rerelease the Spring Clean-up press-release as we are two weeks out from that date; Commissioner Hanson had asked Mr. Decker to get an aerial shot of the County campus. Paul Navarro reported on the following facilities issues: Staci's Bail Bonds and Crown Bail Bonds buildings have been demolished; 304 North 12th Avenue is in rapid construction and the Board would like to

have a tour of the building; information regarding the Courthouse Remodel Project including direction from the Board to move forward with the plans, any changes would have to come as a remodel in the future; discussion regarding cubicle furniture donation from the Bureau of Reclamation; the Coroner has asked for a speed bump in the parking lot in front of the morgue; and information on the Commissioners' meeting room remodel. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:57 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER SIGNING: A NOTICE OF PREQUALIFICATION STATUS FOR COURTHOUSE REMODEL PROJECT AND A SERVICE AGREEMENT WITH OTIS ELEVATOR COMPANY

The Board met today at 9:02 a.m. for a legal staff update and to consider signing a Notice of Prequalification Status for the Courthouse Remodel Project as well as a Service Agreement with Otis Elevator Company. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, Facilities Manager Paul Navarro, and Deputy Clerk Kelly Martinez. Mr. Navarro said the Service Agreement with Otis Elevator Company is the result of an informal bid process in which they were the second lowest bid as the first lowest bidder was unable to meet the County's insurance requirements. The Administration Building is coming off of its one year warranty in which the elevators were covered by ESI. This agreement adds the two elevators from the Administration Building for a total of twelve elevators. Mr. Wesley said there were some changes to the contract made by Sam Laugheed. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the Service Agreement with Otis Elevator Company. The signed agreement, No. 15-036, is on file with this day's minute entry. Commissioner Rule said there have been a series of hold ups on moving the courthouse remodel forward and the Commissioners are ultimately in charge of facilities and we are thoroughly convinced the model is done that the City of Caldwell will prepare. The judges would like some more changes but we are not going to be able to wait any longer to discuss, apply, appeal, or look for variances, we are done doing that. Commissioner Rule said it is time to start construction, there has been open space up there for more than three months now and that is not how this is going to roll out. It is time to get this project going so we have given Paul Navarro direction to move this process forward. Mr. Navarro said they received notification from STRATA Engineering who did some vapor capture sampling of the test wells at 304 N. 12th Avenue, and those test results came back clean and under levels accepted by DEQ so we do have a way to proceed. Mr. Navarro left at 9:06 a.m. At 9:07 a.m. the Board went into Executive Session as follows:

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

Commissioner Hanson made a motion to go into Executive Session at 9:07 a.m. pursuant to Idaho Code, Section 67-2345(1) (d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Dale, Hanson 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. Brad Goodsell, Deputy P.A. Zach Wesley, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 9:17 a.m. with no decision being called for in open session.

The meeting concluded at 9:17 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTION AUTHORIZING JOINT QUARTERLY MEETING
WITH THE BOARD OF COUNTY COMMISSIONERS, PLANNING & ZONING
COMMISSION AND DEVELOPMENT SERVICES DEPARTMENT STAFF

The Board met today at 10:04 a.m. to consider signing a resolution authorizing a Joint Quarterly Meeting with the Board of Canyon County Commissioners, the Planning and Zoning Commission, and Development Services Department staff. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, and Deputy Clerk Kelly Martinez. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the resolution authorizing a Joint Quarterly Meeting with the Board of Canyon County Commissioners, the Planning and Zoning Commission, and Development Services Department staff. The signed resolution, No. 15-036, is on file with this day's minute entry. The meeting concluded at 10:06 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 10:15 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, IT Development Manager Don Brown, IT Business Analyst Shawn Adamson, and Deputy Clerk Kelly Martinez. Election Operations Supervisor Kathy Simon arrived at 10:21 a.m. for the next meeting.

Topics of discussion included the following: salary rate request information; currently working on Lync based video-conferencing for the Board's meeting room; update on the ADP/PERSI project; researching solutions for manually typed refund checks for the Treasurer's Office; update on security training and policies; Justware upgrade issues; there are three job openings to be posted when the salary plan is implemented or incrementally approved; update on Odyssey software for the Supreme Courts; there is no update on the audio/visual timeline for the Commissioners' meeting room at this time. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:28 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

DESIGNATE POLLING PLACES FOR THE MAY 19TH ELECTION

The Board met today at 10:30 a.m. to consider designating polling places for the May 19th election. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Election Operations Supervisor Kathy Simon, and Deputy Clerk Kelly Martinez. Ms. Simon said 60 of 64 precincts are open and 51 of 55 polling places are open for this election. Ms. Simon also included a list of the elections being held and said there are 117 different ballot types for the May 19, 2015 election. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to designate the polling places for the May 19th election. The meeting concluded at 10:36 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

JOINT MEETING AS BOARD OF COUNTY COMMISSIONERS AND BOARD OF AMBULANCE DISTRICT COMMISSIONERS TO DISCUSS PERSONNEL SYSTEM ASSISTANCE

Today at 1:31 p.m. the Board of Canyon County Commissioners and the Board of Ambulance District Commissioners held a joint meeting to discuss personnel system assistance. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, HR Director Jeannine Eiband, Chief Civil Deputy P.A. Sam Laugheed, Ambulance District Director Robb Hickey, Assistant District Director Michael Stowell, District Secretary Cindy Fullerton, and Deputy Clerk Monica Reeves. Commissioner Rule said today's meeting is in response to Robb Hickey's request for HR assistance for the ambulance district. Director Hickey said in speaking with the County's HR Department he found where the district has some glaring deficiencies and in an attempt to mitigate some of those issues he was led to a private contract for HR consulting services with Jacqueline Rush. He said the ambulance district's legal counsel, Moore Smith Buxton & Turcke,

has performed some HR functions for the district in the past and they are going to do the rewrite of the personnel manual. In his discussions with Ms. Rush they discussed assessments, employee reviews, and labor compliance issues as well as having access to HR opinions and best practices for the district. Commissioner Rule said there are some things that will be discussed today that would be appropriate for Executive Session. The Executive Session was held as follows:

EXECUTIVE SESSION - PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE

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), named personnel matter and records exempt from public disclosure. 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, HR Director Jeannine Eiband, Chief Civil Deputy P.A. Sam Laugheed, Ambulance District Director Robb Hickey, Assistant District Director Michael Stowell, District Secretary Cindy Fullerton, and Deputy Clerk Monica Reeves. The Executive Session concluded at 2:20 p.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.

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

The Board met today at 2:22 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, 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 Council (IOSRWT) met at the Mountain Home Public Library on March 11 and the meeting was well attended; the Ada County Coroner's Department and BSU's Department of Anthropology held their Second Annual Forensics Anthropology and Recovery of Clandestine Human Burials Workshop on March 19 and 20 at Celebration Park; College of Idaho has been down at Celebration Park; the Parks Department is meeting with five tribes of southern Idaho and the Idaho Military to plan future preservation efforts, interpretation and programming of Map Rock Park; they are seeing an increase in popularity and visitor usage on the Snake River; field trips began on

April 1 and are going strong; the 4th Annual Lake Lowell Marathon was held on Saturday, April 11 and a record 800 people participated; update on the Rock Art Recording Program that students from College of Western Idaho have participated in; Director Bicak will be applying to the Lowe's Charitable and Educational Foundation to help defray some costs for improvements to the Crossroads Museum at Celebration Park.; IOSRWT Council met at Swan Falls which was hosted by Idaho Power; Snake River "Boats and Blues" will be held June 13, 2015 from Noon to 4:00 p.m. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:45 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEET WITH TONY POINELLI AND KATHY SKIPPEN REGARDING RECOVERY CENTERS AND MILLENNIUM FUND GRANT

The Board met today at 2:51 p.m. with Tony Poinelli and Kathy Skippen regarding recovery centers and the millennium fund grant. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Indigent Services Director Michele Chadwick, Kathy Skippen from the Idaho Department of Health and Welfare, Tony Poinelli and Caitlin Rusche from IAC, and Deputy Clerk Monica Reeves. The Idaho Association of Counties submitted a millennium fund grant and Canyon County was awarded funding for two paid positions, a director and a volunteer coordinator. Kathy Skippen provided a PowerPoint presentation on community recovery centers, specifically those located in Bridgeport, Connecticut that are being used as the model for the centers here in Idaho. A recovery center is: peer-to-peer recovery support, volunteer-based, helps toward employment, a two-way service referral, a good community partner, and is a place to give back. Ms. Skippen said the millennium fund grant is one-time funding but they do not want the centers to be a one-year project so they are putting a lot of effort into creating a sustainability plan that can be adapted for each of the four centers that have been funded for this grant cycle. They also anticipate submitting it with the next round for new centers. Tony Poinelli said they met with the Gem County Commissioners and asked if it would be possible to have a person that could be the director/manager of the facility in Canyon County and in Gem County. Both centers will need a coordinator to coordinate the volunteers in both areas on a regular basis. Gem County liked the idea of sharing a director/manager, and Commissioner Rule likes it as well. Mr. Poinelli said the budget that's in the grant is flexible and can be adjusted. The grant covers \$125,000 per center but some of the funds will be used by IAC to purchase the software for the data collection system so both counties will end up getting \$122,000 each. There was discussion about the facility location in Caldwell and although it was suggested that the former SWDH building could be an option, the group does not know if a site has been selected. Commissioner Hanson is not sold on

this concept because the County is already helping to facilitate part of this process by providing funding to other community organizations like Canyon Community Clinic and Hope's Door/Advocates Against Family Violence. He previously suggested to Ross Mason and Joy Husmann that they should work with those groups. Mr. Poinelli said you don't want to mix the treatment of medical services with the aspect of recovery so we need to keep them separated. Michele Chadwick said with the former SWDH facility you walk in the door and turn to the right and you have a medical section and to the left is an open unused building. Mr. Poinelli said that could work as long as you don't intermingle the two. He said once they have an idea of what the County wants, IAC will draft the contract. Commissioner Rule said the Board hasn't had structured conversations because the funding hasn't been a reality but now's the time to call Ms. Husmann and have another conversation. He knows the recovery center is a good model in Connecticut but we have yet to see if it will work here. In closing, the Board agreed to have a discussion with the Gem County Commissioners about sharing the director/manager position. Mr. Poinelli will be the point person on this project. It was decided that Ms. Skippen will follow up with Ms. Husmann on the idea of joining with the Canyon Community Clinic and then the group will meet again after that has been addressed. The meeting concluded at 3:22 p.m. An audio recording is on file in the Commissioners' Office.

MEET WITH CLERK AND CONTROLLER TO DISCUSS FISCAL YEAR 2015 FINANCIAL REVIEW AND FISCAL YEAR 2016 PRE-BUDGET DISCUSSION

The Board met today at 3:26 p.m. with the Clerk and Controller regarding the Fiscal Year 2015 Financial Review and Fiscal Year 2016 Pre-Budget discussion. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Clerk Chris Yamamoto, Controller Zach Wagoner, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. Clerk Yamamoto said he wants to continue the communication and work in concert and develop a mindset with some goals. Zach Wagoner prepared several handouts for the Board, which are included with this day's minute entry and were reviewed as follows:

The first handout compared the first six months of FY2014 to the first six months of 2015 for the governmental funds revenues and expenditures. On revenues our property tax revenue is down \$1.1 million from last year and that was expected because when you lower the amount of property taxes you ask for you will receive less revenue.

The intergovernmental revenue is down slightly from last year due to some one-time grants received in 2014. Our charges for services revenue is down largely due to the contract that's no longer in place between the County and the City of Middleton for the

public safety services. Other revenue, interest revenue is up from last year. Also, we received some funds from a settlement related to workers comp. On the revenue side there were no surprises; it's coming in as anticipated and in some cases a little better. On the spending side if we look at just salaries we've spent \$1.6 million more on salaries this year than last year and that is 50% due to a change in the public defender structure, by bringing that in-house we have increased salary expenditures and decreased the other operating expenditures. The previous public defender, Mark Mimura's budget, was entirely in the "B" Budget, but with the in-house department the majority of the expenditures are in the "A" Budget. The benefits spending is up \$1.4 million from last year, one million of that is due to the contribution to the health insurance fund that took place in October. We have spent \$278,000 more on capital (purchase of real estate and the traffic light installation at Lake Avenue and Karcher Road). For the first six months of this fiscal year we are a little over \$650,000 to the good.

The second handout compares the first six months of FY2014 and FY2015 for the revenues and expenditures in the solid waste enterprise fund. Landfill fees revenue is up \$121,000, up 9% from last year. The other revenue is down due to the trade in of a capital asset in 2014. Spending is up from last year partly due to the increased contribution to the County from the landfill. It typically has a large amount of expenditures early on in the fiscal year, we take that full reimbursement to the County out in October and there was also a major capital acquisition early in the fiscal year.

The third handout includes the information for the health insurance fund. Our revenues are up a little over \$1.1 million due to the \$1 million cash infusion in October and our claims expenses are down almost \$600,000. So far so good. On the administration side new this year there was a \$100,000 fee associated with the Affordable Care Act, and the \$50,000 payment to close out Meritain. We also have an agreement with the Gem Plan and the Blue Cross administration fees as well.

The fourth handout focuses on the governmental funds and is a comparison of what's actually happened to what was budgeted. On property tax the total budgeted was a little over \$35 million and we've collected \$21.6 million and that's 61% of what was budgeted and is typical. The intergovernmental revenue is at 27% of budget for the fiscal year and another sales tax payment from the state is expected soon. Our first sales tax payment was up 10% from the prior year. Our charges for services revenue were over 50% and our other revenues were 54%. On salaries we've spent 41% of what was budgeted because of pay dates and timing; we are 46% through the fiscal year as it relates to salary so we are under budget on the salary side. We are at 46% on benefits and that includes the million dollars that was infused in October. Mr. Wagoner said on our other operating expenditures we've spent 35% year-to-date, on capital we've spent just a little bit over 25% which includes the purchase of real estate. He said those

expenses tend to increase towards the end of the fiscal year not necessarily because people are spending more money but because the budget remains open until early November to pay expenses that were incurred prior to September 30.

The fifth handout shows the budget, an actual comparison for the landfill fund. The revenue, the charges for services, when you look at the first six months of the fiscal year we've only realized 42%. When you look at the year over year comparison we are up 8-9% from last year but that number will change over the next few summer months. There is nothing out of the ordinary on the spending side; we have spent 83% of the capital budget but again that's anticipated with the major purchase early in the fiscal year.

Commissioner Rule said the Board will make some salary adjustments in the next six months to stop some attrition across the County, particularly in IT and the Sheriff's Office who are losing key employees. Mr. Wagoner said he is frequently asked questions related to salaries and he wants to know if the Board wants to give any direction at this point. Commissioner Rule said the direction is that we are securing a firm to do a salary analysis and comparison and we plan on making those adjustments wherever possible and within financial reason. Commissioner Hanson said our starting salaries overall are okay right now but when we hit that middle and maybe even that upper echelon there is a compression issue that's taking place and that's one of things that will be addressed in the study, to figure out how we address that and work to keep it from being a problem in the future. Commissioner Dale said the study may not be completed in time to be included in the budget but we will have to put in some amount to make the salary adjustments before next year. Clerk Yamamoto said they can make some educated guesses. Commissioner Rule said they will try to have a structured discussion at the next elected officials meeting on this topic but in the meantime there will be some blue sheets coming through for salary adjustments.

Mr. Wagoner asked for the Board's thoughts on health insurance and whether we should increase the monthly consistent level of funding. Commissioner Rule said that's something that could be addressed in the next month or two. Commissioner Hanson said that will be addressed in the compensation plan, it will be taken in to account when we look at that comparative factor so that will give us a better determination on where we might need to go. Commissioner Dale agreed that a comprehensive compensation analysis will include benefits and went on to say the County has been lucky with its claims this year but that could change in a heartbeat. Clerk Yamamoto said we need a good year under our belt so we can look at the data. He spoke about how Canyon County's attrition rate is abnormal and that's why we come in under budget all the time because we can't keep the positions filled. It's going to be a different ballgame than we've become accustomed to where we've been able to count on the "A" budget not

being spent so when we reverse that situation it's going to be very different. That being said there is a cost associated with not being able to retain the people you've trained and hired. He said they haven't done a thorough analysis of what the budget will look like once things are on track with retention but it will be bigger. Commissioner Rule said the County has done a good job during the hard times and has not taken the three percent but he suspects this will be one of those years where he will not get in the way of trying to take the three percent so we can solve some of these problems. Commissioner Hanson said we need to look at the health benefits and consider making another infusion, be it one time or on a monthly basis. Clerk Yamamoto said the mindset within the County to keep the spending down has worked very well but we need to be careful as far as trying to get too tight with it because we don't want to be in spend it or lose it situation. A concern is that some larger departments may not spend all of their budgets because they want to give bonuses to their employees but what happens with the smaller departments whose budgets aren't that big and they can't give bonuses. Those are issues the Board and the Clerk need to think about so everyone can be on the same page. Commissioner Hanson would prefer departments not do that, especially since the Board is trying to address something specifically within the Sheriff's Office with the monies that are there. It would create a problem if departments/offices try to create a bonus on top salary adjustments. Commissioner Rule agrees. Commissioner Dale philosophically does not support bonuses because if you are retaining employees through proper pay and a good working environment you really don't have a need to do bonuses because you've paid them what they're worth. Clerk Yamamoto said he used that as a scenario, no one has asked him about giving bonuses; however, some have asked to use funds from unfilled positions to give increases to their employees. Commissioner Dale said we don't want to go there because that's beyond a scientific justifiable compensation comparison. Commissioner Rule appreciates having these discussions especially since the Board is trying to budget for the jail project. Clerk Yamamoto said he'd like to have another meeting to discuss the budget process because it would be good if the Board understood how, what, and when we do that sort of thing, and if the jail project is proceeding we will have to talk about tax implications and where that's going to leave us, and, we'll have to see how it will fit with the courthouse remodel project, the increase in salaries, and benefits. Commissioner Rule said we've done a good job under difficult times the past several years and we're in a different scenario now so we have to do what's best for the County and losing employees isn't one of them.

Commissioner Hanson said Paul Navarro was invited to the meeting to discuss some office furniture for the Clerk's Office. In short, Mr. Navarro has an opportunity to obtain some Herman Miller furniture for 1/15 of the cost buying it new; however, the furniture will not meet the needs of the Clerk's Office. Clerk Yamamoto said for years the Clerk's organization has been using hand me downs from other departments but

now is the time to get some decent furniture. On prior occasions the County has accepted donated furniture which some offices/departments have utilized but storage can become an issue for the unused furniture. The meeting concluded at 4:17 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO APRIL 14, 2015

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$2,432.00 to Hess Construction.

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

The Board met today at 8:33 a.m. for a biweekly meeting with the Chief Probation Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Probation Officer Elda Catalano, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: information regarding a situation with a County vehicle and gas card; and Ms. Catalano discussed the monthly Juvenile Justice meetings because the meetings have become less productive. Ms. Catalano would like to change how they communicate with other stakeholders around the County and her goal is to develop consistency, cohesive relationships and open communication. Ms. Catalano suggested the group meet quarterly rather than monthly, and the Board agreed. 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.

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

The Board met today at 8:52 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. Chief Deputy Sheriff Marv Dashiell arrived at 8:57 a.m. Director Eiband discussed issues with the flexible spending accounts in regard to rollover funds. Commissioner Rule suggested setting a County policy to have any balances under \$25 forfeited back to the trust fund. Director Eiband said that is the suggestion she is processing through the Prosecutor's Office but if we are unable to do that than she believes we should go back to the grace period method rather than the rollover option. The quarterly Health Trustees meeting will be held on May 7 and representatives from Gem Plan and Blue Cross will attend to review the previous six months statistics. Director Eiband will be conducting FMLA training today and Thursday. Commissioner Rule discussed the meeting that was held yesterday with the Ambulance District and wanted Director Eiband to know if this isn't a good fit, he would like her to be candid with the Board and let them know. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:01 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER SIGNING A RESOLUTION ADOPTING THE CANYON COUNTY 911 ADVISORY BOARD REVISED BYLAWS

The Board met today at 9:02 a.m. for a legal staff update and to consider signing a resolution adopting the Canyon County 911 (Emergency Dispatch) Advisory Board Revised Bylaws. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Prosecutor Bryan Taylor, Deputy P.A. Zach Wesley, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Kelly Martinez. Mr. Wesley said the City of Middleton has established their own independent police department from the Sheriff's Office so that is a change in the law enforcement community and they are also a user of the County's dispatch services. When reviewing the bylaws for the E911 Advisory Board, Chief Dashiell noticed that there wasn't a specific place for the Middleton Police Department so we modified the bylaws with a simple insertion adding the Middleton City Police Department in the same category as Wilder and Parma Police Departments. Those three agencies could now work together to have one representative on the advisory panel. Chief Dashiell said this was a situation where the bylaws language was a little bit odd as far as who has the authority to be able to bring out a new member. After consulting the Prosecutor's Office it was interpreted that the Board of Commissioners is

the ruling party and has to make that appointment. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the resolution adopting the Canyon County 911 (Emergency Dispatch) Advisory Board Revised Bylaws. The signed resolution, No. 15-037, is on file with this day's minute entry. Chief Deputy Sheriff Marv Dashiell left at 9:08 a.m. At 9:10 a.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - REAL PROPERTY ISSUE, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, COMMERCE AND TRADE, AND PENDING LITIGATION

Commissioner Dale made a motion to go into Executive Session at 9:10 a.m. pursuant to Idaho Code, Section 67-2345(1) (c), (d), (e) and (f) to discuss a real property issue, records exempt from public disclosure and attorney-client communication, commerce and trade, and pending litigation. The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Dale, Hanson 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, Prosecutor Bryan Taylor, Deputy P.A. Zach Wesley, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 9:42 a.m. with no decision being called for in open session.

The meeting concluded at 9:42 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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 9:42 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: issues with the water pump that is shared along with Highway District 4; Mr. Martell said they sprayed weeds at the jail site and inquired as to which department should reimburse them for chemical costs at the jail site. Commissioner Rule said to contact Paul Navarro. Mr. Martell said they have several parts left over from the previous tractor and he suggests the County sell the items at the Greenleaf online auction to get the best value for the

items and the Board asked Mr. Martell to run a list of the items by the Prosecutor's Office for review. Mr. Martell also reviewed current budget numbers noting that they have been sending out enforcement letters and they have had a good response from customers. Deputy P.A. Brad Goodsell arrived at 9:53 a.m. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:55 a.m. at which time Mr. Martell left. An audio recording of the meeting is on file in the Commissioners' Office.

Note for the record: The Board went back on the record at 9:56 a.m. at the request of Deputy P.A. Brad Goodsell to address an agreement previously signed by the Board on April 1, 2015 with PayPros for processing credit cards at the landfill. As it turns out, PayPros marketing person did not give us the correct information and they have failed to process the agreement because it wasn't signed the way they would like it to be signed. Mr. Goodsell said basically what we need to do is change the signature page for their purposes and then we will identify it as the same contract number with an "A" behind it. This is the same contract with different signature pages. The change they requested was to have Commissioner Hanson and Commissioner Rule sign individually and then only the Chairman will sign the confirmation page. Mr. Goodsell said this contract has already been approved, this is a ministerial item to clean up the signature pages. A copy of the signed agreement, No. 15-032A, is on file with this day's minute entry. The discussion ended at 9:59 a.m.

THIRD DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO APRIL 15, 2015

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

APPROVED CLAIMS ORDER NO. 4-25-15

The Board of Commissioners approved payment of County claims in the amounts of \$64,724.20, \$413,278.63, and \$177,035.45 for accounts payable.

APPROVED CLAIMS ORDER NO. 1514

The Board of Commissioners approved payment of County claims in the amount of \$1,309,393.14 for a County payroll.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-013074, 2015-013075, 2015-013076, 2015-013077, 2015-013101, 2015-013102, 2015-013103, 2015-013104, 2015-013105, 2015-013106, 2015-013107, 2015-013108, 2015-013109, 2015-013110, 2015-013111, 2015-013112, 2015-013113, and 2015-013114.

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 9:00 a.m. for a legal staff update and to consider signing the Memorandum of Understanding with Bannock County for the assignment of Steve Jett to conduct a PREA Audit. 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 9:01 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, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 9:54 a.m.

While in open session, the Board discussed the Memorandum of Understanding with Bannock County for the assignment of Steve Jett to conduct a PREA Audit. Commissioner Hanson said Director Jett is an expert in PREA for juvenile facilities and in fact his facility is the first in the nation to complete the PREA Certification. Mr. Laugheed said the Prosecutor's Office developed this agreement and it has been signed with several other counties already and it has performed to their expectation. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the Memorandum of Understanding with Bannock County

for the assignment of Steve Jett to conduct a PREA Audit. The signed agreement, No. 15-037, is on file with this day's minute entry.

The meeting concluded at 9:56 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

FOURTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO APRIL 16, 2015

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

APPROVED CLAIMS ORDER NO. 4-17-15

The Board of Commissioners approved payment of County claims in the amount of \$779.00 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Jana Loutzenhiser.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-013275, 2015-013279, 2015-013280, 2015-013281, 2015-013282, 2015-013283, 2015-013284, 2015-013285, 2015-013286, 2015-013287, 2015-013288, and 2015-013289.

EXECUTIVE SESSION - REGARDING ACQUISITION OF AN INTEREST IN REAL PROPERTY, 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 an acquisition of interest in real property, 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 9:04 a.m. pursuant to Idaho Code, Section 67-2345(1) (c), (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 Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Leon Samuels, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:45 a.m. with no decision being called for in open session.

CONSIDER NEW PROPERTY TAX EXEMPTIONS AND RENEWALS

The Board met today at 9:49 a.m. to consider new property tax exemptions and renewals. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Deputy Assessor Joe Cox, Administrative Specialist Jennifer Loutzenhiser, and Deputy Clerk Kelly Martinez. The Assessor's Office submitted several groupings of exemption applications, most of which are renewals that qualify for exempt status. There were 49 renewal exemption applications that were submitted pursuant to Idaho Code, Section 63-602C (charitable, fraternal, benevolent organizations); 66 exemption renewals pursuant to Idaho Code, Section 63-602E (educational exemptions); and 129 exemption renewals pursuant to Idaho Code, Section 64-602B (religious organizations). Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the approximately 244 renewals submitted by the Assessor's Office. (The Board went off the record at 9:52 a.m. to complete their signatures. At 10:10 a.m. the Board went back on the record to continue the meeting.) There were a few applications that required discussion, action was taken as follows:

United Reform Church of Nampa, PIN No. 33003011A0 – Ms. Loutzenhiser said they currently have a partial exemption but would like to get a full exemption. The back portion was left off of the exemption because nothing was happening there, however they have planted grass. The Assessor's Office sent a letter inquiring about how they

use this property but didn't get any information back. The issue that is before the Board is: is planting grass enough to expand the exemption for the property. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue this matter until May 15, 2015 to allow for the Assessor's Office to follow up on the use of the property.

Young Men's Christian Association of Boise, Inc., PIN Nos. 35723101 0 and 35723100 0 – Ms. Loutzenhiser said this is a similar situation however the YMCA has provided pictures indicating the use of the property. They have a walking path out there as well as some grass. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to approve full exemptions on PIN Nos. 35723101 0 and 35723100 0.

First United Presbyterian PIN No. 31968000 0 – Ms. Loutzenhiser said the Church is requesting to expand their exemption. They had been leasing a portion of the church to "The Little Brick House Preschool". The preschool director is now working elsewhere, however the preschool still has a contract with the parents until the end of the school year so there is a parent fulfilling that contract. The preschool is still in place so the only thing that has changed is the person who is leading the preschool. Commissioner Hanson said basically nothing has changed from the Board's last decision except for a different person operating it. Commissioner Hanson made a motion to deny the exemption which would result in no change in exemption on PIN No. 31968000 0. Commissioner Dale seconded the motion for discussion. Commissioner Rule said it has not changed from last year and the burden of proof is still on them to come in with information. Commissioner Dale asked if they are fulfilling this contract until May and that company ceases to operate in the church at that point, is there a partial exemption available. Ms. Loutzenhiser said the lien date is January 1, and the daycare was operating at that time. The Board voted unanimously to deny the request for exemption status on PIN No. 31968000 0 for First United Presbyterian.

First Christian Church of Caldwell DBA Caldwell Christian Church, PIN No. 27439000 0 – Ms. Loutzenhiser said there are a great number of buildings on their property and they have listed what each building is used for as well as which buildings are on a list to be demolished. For a religious exemption the property has to be exclusively used for religious purposes and it would appear that the buildings not being used are listed to be demolished so the exemption would be removed for those buildings and the land underneath them. Mr. Cox said if they are going to demolish those buildings, they are probably not worth a whole lot. There are nine buildings and three that are listed to be demolished. Ms. Loutzenhiser suggested the Board retain religious exemption on the buildings being used and remove the exemption from the buildings not being used and the land underneath them as well. The parcel would then

become a partial exemption. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to implement taxation on those properties not being used for ministry for First Christian Church of Caldwell DBA Caldwell Christian Church, PIN No. 27439000 0.

Oregon Trail Church of God, PIN No. 34536000 0 - Ms. Loutzenhiser said a cell phone tower has been placed on the property and typically we remove the exemption just on the land where the cell tower sits. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to remove the portion of the exemption for the land being utilized for a cell phone tower for Oregon Trail Church of God, PIN No. 34536000 0.

Bible Pentecostal Church Inc., PIN No. 13439000 0 - Ms. Loutzenhiser said the church is in a former storefront and up above the main portion of the building is an apartment which is leased to an individual. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to remove the exemption on the apartment portion of PIN No. 13439000 0.

Northwest Nazarene University Inc., PIN No. 11246000 0 - Ms. Loutzenhiser said this is the parcel that contains the majority of the campus but has two buildings that are being leased to the public at large and not just students. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to partially remove the exemption on PIN No. 11246000 0.

New Direction Inc., PIN No. 13575000 0 - Ms. Loutzenhiser said the form indicates this building is not currently being used and that they will remodel it when they have the money. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to remove the exemption for PIN No. 13575000 0.

Tripath Imaging, PIN No. 61111008 0 - Ms. Loutzenhiser said this is a personal property exemption that is for equipment being leased to hospitals. Tripath Imaging basically turned in a blank application and she contacted them to let know that even though they are the lease company they still need to answer the questions on the form. They indicated they may just stick with the \$100,000 personal property exemption and not mess with the hospital exemption. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to remove the exemption completely on PIN No. 61111008 0.

Mercy Physician General Surgery, PIN No. 64937539 0 - The exemption form was submitted for this PIN with the word "cancel" across the top and a large "X" through the questions. Upon the motion by Commissioner Hanson and the second by

Commissioner Dale, the Board voted unanimously to remove the exemption completely on PIN No. 64937539 0.

Great America Financial Services Corporation, PIN No. 60724000 0 - This form was turned in blank with the word "cancel" written across the top of it. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to remove the exemption completely on PIN No. 60724000 0.

Boise Valley Chapter Japanese American Citizens League, Inc., PIN No. 30921000 0 - Ms. Loutzenhiser said the property is used for a training facility which is exclusively leased to Boise Valley Judo Club. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to remove the exemption completely on PIN No. 309210000.

Nampa Urban Renewal, PIN No. 13415000 0 - Ms. Loutzenhiser said this parcel number is now just the parcel where the library is located, however on their form they wrote parking garage. The Board would like the form to be resubmitted with the correct information.

Nampa Urban Renewal, PIN No. 13415011 0 - Ms. Loutzenhiser said this PIN is for the parking garage and did not exist before so this is a new application for exemption. Mr. Cox said typically when it is utilized for a purpose that allows an exemption and then they lease it out it becomes taxable. Mr. Cox said we can do some additional research on this application.

Corporation of Presiding Bishops of the Church of Jesus Christ of Latter-Day Saints, PIN No. 34324000 0 - Ms. Loutzenhiser said this property is currently partially exempt. The land off to the side has been taxable for the past couple of years. The church split off a corner of the land and sold it to an individual. They are asking for the remaining excess land to be exempt, however there is no change in use of the land from before. Commissioner Hanson said they need to show us something that proves they are using it for religious purposes. The Board would like the Assessor's Office to follow up on the use of the property.

The meeting concluded at 10:48 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

FIFTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO APRIL 17, 2015

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

APPROVED CLAIMS ORDER NO. 4-22-15

The Board of Commissioners approved payment of County claims in the amount of \$120.00 for accounts payable.

APPROVED CLAIMS ORDER NO. 4-24-15

The Board of Commissioners approved payment of County claims in the amounts of \$91,452.78, \$36,345.78, and \$54,069.48 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,312.16 to Columbia Electric Supply.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,716.00 to U-Line.

APPROVED CATERING PERMIT

The Board approved Idaho Liquor Catering Permits for The Beer Guys to be used April 25, 2015, May 28, 2015, June 27, 2015, July 11, 2015, July 18, 2015, and August 8, 2015 for wedding receptions.

LEGAL STAFF UPDATE

The Board met today at 9:04 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Commissioner Rule asked Sam Laugheed to review a packet of information regarding changes to the structure of the behavioral health board, specifically the State of Idaho handing down the responsibility to the County. Mr. Laugheed is not familiar with the concept but said the Prosecutor's Office will do some legal research and report back to the Board. Commissioner Hanson spoke about communication he's had with Cindy Malm, the Idaho Jail Standards Coordinator, regarding the upcoming jail standards committee meeting that's scheduled for June 1 in Sun Valley. Ms. Malm has confirmed that Commissioner Hanson will be on the meeting agenda where he will address the County's proposed jail expansion plan. Commissioner Hanson informed Mr. Laugheed that he would like to talk with Deputy P.A. Zach Wesley regarding the Fair contract and the agreement from 2002 and the fact that the City of Caldwell is saying it's not valid. Commissioner Dale said Caldwell wasn't officially saying it's null and void, they were saying it hasn't been followed so in effect it hasn't been adhered to. He said a conversation was held but an official position has not been taken. Commissioner Hanson said he's referring to a public meeting where Mayor Nancolas made those statements. Mr. Laugheed said the Prosecutor's Office will discuss this with the Board on Monday, April 20. Commissioner Rule asked if ESI has been officially notified of the County's decision. Mr. Laugheed said they have not been officially notified that the objection period has run out because that didn't happen until yesterday at 5:00 p.m., but they have been notified that the County awarded them the notice of intent. They will be informed today that the County is working on the contract and a draft will be provided to them next week. Commissioner Rule asked Mr. Laugheed to convey to ESI that they may want to contact Lombard Conrad Architects and give them a head's up to prepare for the June jail standards meeting. The meeting concluded at 9:12 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING THE START BY BELIEVING PROCLAMATION

The Board met today at 9:30 a.m. to consider signing the Start by Believing Proclamation. Present were: Commissioners Steve Rule, Craig Hanson, and Tom Dale, PIO Joe Decker, Detective Shawn Becker, Aleshea Boals, Sheriff's Victim-Witness Coordinator, and Deputy Clerk Monica Reeves. Joe Decker said the Sheriff's Office reached out to him about kicking off the Start by Believing Campaign on April 20 as part of the National Victims' Rights Awareness Week. Plans include a training session, followed by a press conference, speeches, and a reading of the proclamation. Aleshea

Boals said the campaign is based around the response of the first person a sexual assault victim goes to, and if that person's response is negative the victim won't come forward so rather than question or blame the victim we should start by believing them. According to Ms. Boals, Idaho is one of the only state's that is not a Start by Believing state and once they recognized that they decided to start an effort in Canyon County and push it forward. Shawn Becker spoke about the presentation/training that's planned for April 20 where they will kick off what the scope of the problem is and how sexual assault is treated differently in the criminal justice system than any other crime. The goal is to change behavior to focus on the suspect and to start by believing the victim. The proclamation was read into the record. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the proclamation which proclaims April 20, 2015 as the official launch of the "Start by Believing" public awareness campaign and the "START BY BELIEVING DAY" throughout Canyon County. The meeting concluded at 9:39 a.m. An audio recording is on file in the Commissioners' Office.

SIXTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO APRIL 20, 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 Jonathan McCabe, Monica Gray, and Lawrence Archuletta.

APPROVED CLAIMS ORDER NO. 4-24-15

The Board of Commissioners approved payment of County claims in the amount of \$750.00 for accounts payable.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- #15-038 Pantera Market 3 LLC DBA Pantera Market 3
- #15-039 EVRA Inc. DBA Casa Mexico
- #15-040 Caldwell Bowl, Inc. DBA Bowling Center
Fun and Ann Yee DBA Orphan Annie's
Idaho Bowling Corporation DBA Nampa Bowl
Don W. Ulmer DBA Airport Inn

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 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 8:39 a.m. PIO Joe Decker arrived at 8:47 a.m. Paul Navarro reported on the following facilities issues: The administration building is coming onto its one-year warranty period so they're doing final walkthroughs. Some repairs were made to the heating and cooling system where approximately 18 stainless steel fittings were replaced; one failed over the weekend and caused a leak which required some cleanup. Mr. Navarro is working on moving bids with Air Van to move the print shop to the new problem solving courts building. He reported the final scoring sheet for the Courthouse Remodel Statements of Qualification will be turned in today and then we will move to the second phase of the project. The former Staci's Bail Bonds property is being turned into a County park so he and Joe Decker have talked about having an employee naming contest for the park. A name will be selected from the top five submitted. Commissioner Hanson suggested we keep a gas grill in the shed on the property that can be reserved for department/employee functions. Mr. Navarro will look into the options. The project located 304 N. 12th Avenue is moving along quickly with the final exterior details to be completed this week. They recycled all of the fixtures taken from the 2nd and 3rd floors of the courthouse and some will be used in the new building. Parks Director Tom Bick has asked for some of the lights for the Crossroads Museum. A meeting will be held later this morning to talk about the audio/visual installation for the Commissioners' meeting room; the plan is to get the project going in nine days. Mr. Navarro asked if the Board wants him to plug in the \$13.5 million jail budget as well as the cost for the jail consultant into his budget for FY2016. Commissioner Rule said we're going to have a meeting with the Clerk and the Controller and they would have the ultimate decision on how that would be budgeted. Mr. Navarro said he asked the Controller about it but

he said he doesn't think there's been a final decision on the jail. Commissioner Rule said we are close to a final decision. Commissioner Hanson said the Board has talked with the Clerk and Controller and said those projects need to be included in the budget this year. Joe Decker reported on the following communication issues: The Start by Believing press conference will be held today; he is working with the Chief Probation Officer on a proclamation designating May as Children's Mental Health Awareness Month, the Board will be asked to sign it the end of April; he has been asked to help broadcast the juvenile justice's First Tee Second Chance Golf Tournament; the Elections Office asked if the Board will waive the \$300 fee they are charged for having a booth at the County fair. Commissioner Dale said it doesn't make sense to have the County charge another County department for booth space. Commissioner Rule suggested Mr. Decker come to the next scheduled meeting with the Fair Administrator and discuss it with her. 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 9:02 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 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, 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 9:18 a.m. with no decision being called for in open session.

CONSIDER SIGNING TREASURER'S TAX CHARGE ADJUSTMENTS BY PIN

The Board signed the Treasurer's Tax Charge Adjustments by PIN for March 2015.

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

The Board met today at 10:03 a.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Craig Hanson, Fleet Director Mark Tolman, and Deputy Clerk Kelly Martinez. CIO Rob Hopper and IT Business Analyst Shawn Adamson arrived at 10:13 a.m. for the next meeting. Topics of discussion included the following: Canyon County made the list of 100 Best Fleets in 2015; Mr. Tolman is currently working on flex cars for next year's budget and asked about assigning a car for the interpreter; the Board would like to set up a meeting with the Clerk, Interpreter Mark Conta, Controller Zach Wagoner and the Prosecutor's Office to discuss County costs involved with transportation for outside County assignments; Mr. Tolman discussed the use of the parking lots for construction equipment; discussion regarding a possible remodel for an office and a training room in the garage; and Mr. Tolman said Robb Hickey approached him about a space to work on ambulance vehicles. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:16 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 10:16 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 and Craig Hanson, Chief Information Officer Rob Hopper, IT Business Analyst Shawn Adamson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Mr. Hopper apologized for the miscommunications that took place regarding the Commissioners' meeting room remodel; Cheryl Lane is retiring very soon and she has requested that she be allowed to keep her cell phone and phone number. Mr. Hopper said it is a reasonable request since her phone is at the end of its useful life and would be replaced anyway. Commissioner Hanson thinks it is a legitimate request. Commissioner Rule confirmed that it would be completely disconnected from all County services. The Board directed Mr. Hopper to have the Prosecutor's Office prepare a resolution to be considered at a later date. Mr. Hopper gave an update on the ADP upgrade and the progress being made on ownership of PERSI reporting. Also, Owyhee County inspections are now occurring through Accella which allows us to finally completely retire the BlackBear system. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:24 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SEVENTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO APRIL 21, 2015

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

ABSENT: Commissioner Tom Dale - IAC Conference in Lewiston, Idaho

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-013869, 2015-013870, 2015-013871, 2015-013872, 2015-013873, 2015-013874, 2015-013875, and 2015-013876.

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

The Board met today at 8:31 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 and Craig Hanson, Juvenile Detention Director Steve Jett, Admin. Assistant Marilee Davis, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Director Jett said they have had some threats and some troublesome juveniles recently; Shawn Anderson and Sean Brown are attending the International Law Enforcement Educators and Trainers Association; the facility recently went through the National School Lunch Program review and did alright but corrective action was needed as the civil rights training was not up to standards so staff will be required to watch a 17 minute video to prevent meals from being delayed, denied or served differently; they also need to have a "complaints log" in case a juvenile does not receive a meal; the state inspection of the facility has been completed and went well and there was one suggestion for a better accounting method for the kitchen utensils which has now been put into place; and Director Jett has been meeting with other counties to discuss the change in rates to house out of county juveniles which is increasing by five dollars to \$260 per day. Director Jett said next Wednesday they will be hosting a potluck lunch to celebrate Marilee Davis' upcoming retirement and a County wide party on April 30 at 2 p.m. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:43 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 9:00 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 9:01 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 9:27 a.m. with no decision being called for in open session.

INTERVIEW PERSONNEL SYSTEMS AND SERVICES FOR THE CANYON COUNTY COMPREHENSIVE COMPENSATION PLAN REVIEW PROJECT

The Board met today at 9:34 a.m. to interview Personnel Systems and Services for the Canyon County Compensation Plan Review Project. Present were: Commissioners Steve Rule and Craig Hanson, Chief Deputy Sheriff Marv Dashiell, CIO Rob Hopper, H.R. Director Jeannine Eiband, HR staff Michelle Britain and Cindy Gonzalez, Mike Swallow from Personnel Systems and Services (who participated via a video conference call), and Deputy Clerk Monica Reeves. A PowerPoint presentation was given by Mr. Swallow (a copy is on file with this day's minute entry) followed by a question and answer period. No Board action was taken. The interview concluded at 10:29 a.m. An audio recording is on file in the Commissioners' Office.

INTERVIEW THE HAY GROUP FOR THE CANYON COUNTY COMPREHENSIVE COMPENSATION PLAN REVIEW PROJECT

The Board met today at 10:37 a.m. to interview The Hay Group for the Canyon County Compensation Plan Review Project. Present were: Commissioners Steve Rule and Craig Hanson, Chief Deputy Sheriff Marv Dashiell, CIO Rob Hopper, H.R. Director Jeannine Eiband, HR staff Michelle Britain and Cindy Gonzalez, Ron Keimach and Aditya Mahajan from The Hay Group (who participated via a conference call), and

Deputy Clerk Monica Reeves. Mr. Keimach and Mr. Mahajan reviewed their project goals, approach, fees and timelines as well as the group's credentials. (A copy of the information they submitted is on file with this day's minute entry.) Following the presentation there was a question and answer period. The interview concluded at 11:36 a.m. at which time the conference call concluded. Chief Civil Deputy P.A. Sam Laugheed arrived at 11:36 a.m. and 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 Hanson made a motion to go into Executive Session at 11:37 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 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, Chief Deputy Sheriff Marv Dashiell, H.R. Director Jeannine Eiband, CIO Rob Hopper and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:43 a.m.

While in open session the Board schedule a meeting for April 24, 2015 at 9:00 a.m. where it will consider a notice of intent to award the contract for the Comprehensive Compensation Plan Review Project RFP. The discussion concluded at 11:44 a.m. An audio recording of the open portion 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 Steve Rule and Craig Hanson, Public Defender Tera Harden, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: budget information and review of year to date numbers; there are 283 open paper files and 2,505 active open cases in JustWare (not including riders) for a total of 2,788 open cases; the average caseload per lawyer is around 135 cases which is pretty high; the average lawyer time spent on cases

is 2,500 minutes per week which does not include support staff time. Commissioner Rule said it is really great to get to see this information he has never been able to see it before. Ms. Harden believes they are way above the caseloads they should have and she only sees the caseloads increasing as population rises. Ms. Harden gave personnel updates and reviewed funds paid to temporary public defenders which is about \$111,000 total. There was discussion about conflict counsel, bar dues, JustWare fees, furniture and computer needs. Ms. Harden discussed next year's budget information and may request to add one or two more lawyers and one support staff member as well as adjustments to salaries. Commissioner Rule said the jail addition will probably have an effect on the Public Defender's Department. Ms. Harden also discussed a need for a better program for inmate visitation. The items discussed were general in nature and did not require Board action. The meeting concluded at 3:13 p.m. An audio recording 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 3:16 p.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Craig Hanson, Solid Waste Director David Loper, and Deputy Clerk Kelly Martinez. PIO Joe Decker was present from 3:22 p.m. to 3:24 p.m. Topics of discussion included the following: waste amounts are up 10.45% in March; the minimum fee increase to \$5.00 has been very helpful; there is a meeting scheduled on Friday to consider signing a Request for Qualifications for an Update of the Pickles Butte Landfill Status Report; Free Day at the landfill will be held this Saturday, April 25; discussion regarding property near the landfill; information regarding a public records request from Republic Services; discussion regarding bio-solids issues which the Board would like to discuss in a separately scheduled meeting; a small school field trip is scheduled for this Friday; May 11, 2015 will be pesticide clean-up day sponsored by the Department of Agriculture; Director Loper indicated he will be out of the office the week of May 4 for vacation. The items discussed were general in nature and did not require Board action. The meeting concluded at 3:41 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

EIGHTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO APRIL 22, 2015

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

ABSENT: Commissioner Tom Dale – IAC Conference in Lewiston, Idaho

APPROVED CLAIMS ORDER NO. 4-23-15

The Board of Commissioners approved payment of County claims in the amount of \$285,924.48 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Elisse Lincari and William Taylor.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$23,559.00 to Linear Systems.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$16,502.03 to Prime Construction.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$2,925.00 to J.B.'s Roofing.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Information Technologies in the amount of \$2,014.88 to CDW-G.

CONSIDER NEW PROPERTY TAX EXEMPTIONS AND RENEWALS

The Board met today at 8:30 a.m. to consider new property tax exemptions and renewals. Present were: Commissioners Steve Rule and Craig Hanson, Chief Deputy Assessor Joe Cox, Admin. Assistant Jennifer Loutzenhiser, and Deputy Clerk Kelly Martinez. The Assessor's Office submitted several groupings of exemption applications, most of which are renewals that qualify for exempt status. There were 8 renewal exemption applications submitted pursuant to Idaho Code, Section 63-602C (charitable, fraternal, benevolent organizations). Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve the tax exemptions for the submitted applications. There were 15 renewal exemption applications submitted pursuant to Idaho Code, Section 50-2014 (Urban Renewal). Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve the tax exemptions for the submitted applications. There was one renewal exemption application submitted pursuant to Idaho Code, Section 63-602E (educational exemptions). Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve exemption on PIN No. 30971109 0 for LK Nampa II LLC. There were 28 renewal exemption applications that were submitted pursuant to Idaho Code, Section 63-602D (hospital exemptions). Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve exemptions for the submitted applications. There was one more renewal exemption application submitted pursuant to Idaho Code, Section 63-602E (educational exemptions). Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve exemption on PIN No. 64939124 0 for Stevens Henager College. There were 28 renewal exemption applications that were submitted pursuant to Idaho Code, Section 63-602B (religious organizations). Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve exemptions on the submitted applications. There were several applications that required discussion and action was taken as follows:

Iglesia Evangelica Mexicanan De Wilder Inc., PIN No. 19940000 0 - This parcel was previously exempt and contained the church and a house that was previously used as a rental which was then taxable. The pastor of the church now resides in the house.

Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve full exemption on PIN No. 19940000 0.

Corp of Pres Bishop of the Church of Jesus Christ of LDS, PIN No. 34324000 0 - This parcel has previously been taxable but the church has applied to expand their exemption to this property. There was documentation submitted as to events held on the property for religious purposes. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve full exemption on PIN No. 34324000 0.

Northwest Nazarene University Inc., PIN Nos. 11477000 0, 11472000 0, 11476000 0, 11475000 0, and 11477010 0 - Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve an education exemption on the five NNU properties read into the record.

Arena Valley Park Association, PIN No. 36736000 0 - Ms. Loutzenhiser said the property is used for weddings, potlucks, 4th of July celebrations, Christmas programs and other community functions and the request is for a full exemption. Commissioner Rule said the back third looks a little unused and he suggests maybe a 66 and 2/3% exemption. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to grant a partial exemption for PIN No. 36736000 0.

Apostolic Way Inc., PIN 08807000 0 - Ms. Loutzenhiser said they lost their exemption in 2010 by failing to apply. They have submitted documentation with their application and they are applying for a full exemption. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve full exemption for PIN No. 08807000 0.

Great America Financial Services Corporation, PIN Nos. 64940104 and 607240010 - These are personal property accounts and they recently started leasing equipment to the Idaho Charter School in Nampa and the Wilder School District so they are requesting exemptions on the equipment being leased to those schools. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to grant exemptions on both applications.

Southern Idaho Conference of 7th Day Adventist, PIN No. 32716000 0 - The property used to have a large house which was exempt previously but when the house became inhabitable it just sat there so it was taxable for the last several years. The house has been demolished and grass and trees have been planted. Upon the motion by

Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve exemption on this parcel.

Community Health Clinics, Inc., PIN No. 14447000 0 - Ms. Loutzenhiser said this is also known as Terry Reilly and they have a new clinic behind Burger King in Nampa. The clinic is a new medical and behavior health facility. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve the exemption on PIN No. 14447000 0.

Christ the King Community Church International, PIN No. 67274100 0 - This exemptions is for the building only and does not include the land underneath it. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve the exemption for PIN No. 67274100 0.

Idaho Youth Ranch, PIN No. 37781011 0 - Ms. Loutzenhiser said the Idaho Youth Ranch purchased the Simplot property which is a total estate just shy of 260 acres. They only applied for exemption on the main parcel which is about 30 acres. Mr. Cox explained how the property was assessed and what they did with the value on the property. Mr. Cox does not believe they qualify for the exemption this year and pointed out that the value was addressed on the tax assessment. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to disapprove the exemption application for PIN No. 37781011 0.

Urban Renewal Agency of the City of Caldwell Idaho, PIN No. 35296000 0 - This is a new purchase by the Urban Renewal Agency of Caldwell. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve the exemption on PIN No. 35296000 0.

West Valley Vineyard Christian Fellowship, Inc., PIN No. 31460000 0 - Ms. Loutzenhiser said the parsonage is easily exempt and there is a new church being built by volunteers and church members on the property. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve the exemption on PIN No. 31460000 0.

There were four exemption applications that were submitted pursuant to Idaho Code, Section 63-602W (site improvements associated with land). Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve the tax exemptions for Carriage Hill North, LLC (Carriage Hill North 2), Belair Land, LLC (Stiehl Sub Phase 3), Pleasant Ridge Enterprises, LLC (Covey Ridge Subdivision), and West Highlands Land Development, LLC (West Highlands Ranch 5).

Mr. Cox said he is working with the Prosecutor's Office regarding exemptions pursuant to Idaho Code, Section 63-602NN.

The meeting concluded at 9:11 a.m. Copies of the exemption applications are on file in this day's minute entry. An audio recording of the meeting is on file in the Commissioners' Office.

NINTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO APRIL 23, 2015

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

ABSENT: Commissioner Tom Dale - IAC Conference in Lewiston, Idaho

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-014480, 2015-014402, and 2015-014403.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Treasurer's Office in the amount of \$1,042.06 to VLCM.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Information Technologies in the amount of \$2,070.58 to Baltic Networks.

CONSIDER NOTICE OF PRE-QUALIFIED BIDDER STATUS - CANYON COUNTY COURTHOUSE REMODEL CONSTRUCTION PROJECT

The Board met today at 9:02 a.m. to consider issuing a notice of pre-qualified bidder status for the Canyon County Courthouse Remodel Construction Project. Present were: Commissioners Steve Rule and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. Mr. Laugheed said this was a Request for Qualifications the Board issued in March and Statements of Qualifications (SOQs) were received from the following firms: Guho, Kreizenbeck, Petra, Morgan and Scott Hedrick. Facilities Manager Paul Navarro put together a review committee consisting of the prime stakeholders in the move that's coming up in consequence of the remodel which consisted of Prosecutor Bryan Taylor, Clerk Chris Yamamoto, and Mr. Navarro. The Administrative District Judge participated in the review but did not assign rankings. The review committee went through the SOQs using the checklist provided in the RFQ. Mr. Navarro said one of the contractors ranked low because while they had a lot of residential construction experience they did not have a lot of public works construction or experience with occupied buildings, and, the firm is based in Idaho Falls so the committee unanimously decided the firm should be eliminated from the pool of potential bidders. He said the remaining four are big firms in Boise and any of them could do a good job for the County. Mr. Laugheed said we have a copy of the spreadsheet the review committee went through where they assigned the points, and it came down to the perceived congruence between their experience and qualifications with what we are looking for in this project. He recommended the Board make a motion to adopt the review committee's rankings as reflecting a reasoned application of the checklist criteria to the Statements of Qualification we received. The next step is to send written notice to all contractors with a seven-day appeal period. It's possible they could get the public works contractor licensing board involved as well. The next stage will be the Invitation for Bids which is tentatively scheduled for next week, after the objection period runs. Commissioner Hanson made a motion as per the advice of legal staff on the courthouse remodel project. Commissioner Rule clarified that it would be to adopt the ranking of the contractors by the review committee. The motion was seconded by Commissioner Rule and carried unanimously. 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, 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, 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 9:08 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, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:27 a.m. with no decision being called for in open session.

CONSIDER SIGNING RESOLUTION TO REFUND FRANKIE AMEN FOR C.U.P. FEES, CASE #PH2014-3

The Board met today 9:32 a.m. to consider signing a resolution to issue a refund to Frankie Amen for a Conditional Use Permit fee for Case No. PH2014-3. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Director Nilsson said an attorney reviewed the Amens' need to modify their C.U.P. from two years ago and as a result they withdrew their application and requested a refund of the fee. Based on the amount of time staff spent on the case Director Nilsson recommended a refund of \$559.27. Commissioner Hanson asked if there is anything from the past related to this case that would prohibit this process from taking place. Director Nilsson said there is not. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to issue a refund to Frankie Amen for a Conditional Use Permit fee for Case No. PH2014-3 per Director Nilsson's recommendation. (See Resolution No. 15-041.) The meeting concluded at 9:36 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER ZONING ORDINANCE AMENDMENT (CASE# ZOA-PH-2015-1)

The Board met today at 9:37 a.m. to conduct a public hearing to consider amendments to the Canyon County Zoning Ordinance, Case No. ZOA-PH-2015-1. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. No other persons were in attendance at the hearing. Director Nilsson said this is the first of several amendments the Board will see in the following months. The text amendments are as follows:

- Section 1 adds a description of how they measure structure height which is consistent with the building code definition.
- Section 2 deletes the term “Height of Structure”.
- Section 3 corrects a drafting error from five years ago. Table three in 07-10-21 sets the minimum lot sizes and any exceptions to those. In an area of city impact with central sewer and/or water the lot size can be reduced to 12,000 square feet, but it had been incorrectly referenced/used in the A-Agricultural District but had been not included in the R-2 District. Previous to Ordinance 10-006, the R-1 and R-2 Districts were one row in that table and the ordinance split them out but the footnote didn’t carry to the R-2 and then it showed up in the Ag zone so they are fixing it.
- Section 4 clarifies that the P&Z Commission sends a recommendation to the Board on plat applications; they do not send minutes.
- Section 5 removes the requirement that a final plat has to be signed by the P&Z Commission. The requirement has added a lot of time to the process and it’s completely unnecessary since the P&Z Commission does not have any discretionary review at that stage. The preliminary plat decision is the appealable decision, the final plat is an administrative action so there is no role for the Commission.

Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to close public testimony. Commissioner Hanson made a motion to sign the Findings of Fact, Conclusions of Law and Order, as well as the zoning ordinance amendment and summary of the ordinance for Case No. ZOA-PH-

2015-1. The motion was seconded by Commissioner Rule and carried unanimously. (See Ordinance No 15-009.) The meeting concluded at 9:47 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

The Board met today at 9:47 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 and Craig Hanson, Development Services Director Tricia Nilsson, and Deputy Clerk Kelly Martinez. Facilities Manager Paul Navarro arrived at 9:58 a.m. Topics of discussion included the following: budget and permit information review; phone system issues and calls not going to voicemail properly; APA Conference Review information; discussion regarding lodging tax; update on the COMPASS grant application for the City of Parma; and discussion regarding agenda topics for the joint Planning and Zoning meeting. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:59 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

THE BOARD TOURED PROPERTIES LOCATED AT 304 N. 12TH AND 1223 & 1323 E. CHICAGO STREET, CALDWELL, IDAHO

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

The Board met today at 11:02 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 and Craig Hanson, Deputy Director of Misdemeanor Probation Lisa Sheehan, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: discussion regarding issues with Caldwell Housing Authority and community service workers; working out issues with the landfill utilizing the community service program; drug court is also using the community service program as a sanction now; information regarding the Stride for Excellence campaign in June; information regarding a change with domestic violence court processes; Human Resources and the Prosecutor's Office are working to figure out if County employee drug testing can be managed internally; Director Breach will be meeting with Ron Christian and Benita Miller this week to discuss in-house drug testing for offenders. The items discussed were general in nature and did not require

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

TENTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO APRIL 24, 2015

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

ABSENT: Commissioner Tom Dale - IAC Conference in Lewiston, Idaho

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Elizabeth Sonnichsen.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,733.00 to Quality Electric, Inc.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-014546, 2015-014547, and 2015-014548.

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 9:01 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 9:02 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, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:16 a.m. with no decision being called for in open session.

CONSIDER SIGNING RFQ FOR UPDATE OF PICKLES BUTTE LANDFILL STATUS REPORT

The Board met today at 9:16 a.m. to consider signing the Request for Qualifications (RFQ) for an update of the Pickles Butte Landfill Status Report. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Brad Goodsell, Solid Waste Director David Loper, and Deputy Clerk Monica Reeves. David Loper said the RFQ is for a third party consultant to update the report which was prepared by Holladay Engineering in 1997. It will look at capacity, volume, financial assurance calculations, future design, future lifts, and possibly landfill gas issues in the future and once completed it will become a document of record for when they prepare the yearly financial assurance for the Auditor's Office. It will be helpful in focusing on certain aspects of the landfill for future development. Commissioner Hanson asked if the land that can be used for future expansion will be included in the report. Mr. Loper said it is, and once we choose to go through the design and operating plan process we can physically start putting waste there but at this point we're not quite ready for that. The current site is only at 25% capacity and he thinks we'll be there for at least 30 years. Commissioner Rule asked if there is any wisdom in getting prequalified earlier rather than waiting 30 years when it's needed. Mr. Loper said that is something we need to look at but not in the next five years. The RFQ has listed specific items we want to look at but that is something we can add. Commissioners Hanson and Rule would like it to be a consideration as we move forward with the process. Brad Goodsell said the RFQ is a starting point and he and Mr. Loper have discussed getting a consultant to help implement some of these things afterwards so there may be additional studies, reports, or permitting that will spring out of this project. He asked the Board to sign the RFQ and said he will come back later today with the legal notice and a letter that will be sent to the firms Mr. Loper has identified as potential bidders. Commissioner Hanson made a motion to sign the Request for Qualifications (RFQ) for an update of the Pickles Butte Landfill Status Report as well as the other supporting documents for this project. The motion was seconded by Commissioner Rule and carried unanimously. The meeting concluded at 9:26 a.m. An audio recording is on file in the Commissioners' Office.

DETENTION CENTER INSPECTION CONDUCTED

The Board conducted a quarterly inspection of the detention center. The Board evidenced proper care and security and the inmates' welfare throughout the facility. General grievances were filed and have been processed in accordance with standard procedures.

ELEVENTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO APRIL 27, 2015

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

ABSENT: Commissioner Craig L. Hanson - Vacation

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- #15-042 Debbie Finch DBA 1918 Lounge
DGN Inc. DBA The Dutch Goose Nampa
JTT Enterprises Inc. DBA Dutch Goose
Screamin' Hot Nampa LLC DBA Buffalo Wild Wings Grill & Bar
Hong Kong Restaurant Inc. DBA Hong Kong Restaurant
Roots and Company LLC DBA Roots and Company
Firehouse Sports Pub & Pizza LLC DBA Firehouse Sports Pub & Pizza
- #15-043 Deyanira Chapa & David Ramirez DBA El Rinconcito Restuaruant
JM Assets LLC DBA Garbonzo's Pizza
Antonia Garcia DBA Joyeria El Diamante
- #15-044 Horacio Tellez Castillo DBA Taqueria Janitzio
Flying M, Inc. DBA Flying M Coffee
Golden Dragon Inc. DBA Golden Dragon Restaurant
Sunnyslope Market Inc. DBA Sunny Slope Market
TWC Inc. DBA Greenhurst Chevron
Asia Market Inc. DBA Asian Grocery

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Steve Rule 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 8:36 a.m. Joe Decker reported on the following communication issues: a ceremony for Lt. Ben Keyes will occur on April 29; the Law Enforcement Memorial Ceremony will take place on May 15; the Children's Mental Health Awareness Month Proclamation will be signed tomorrow; the Community Prosecution Advisory Board meeting will be held on April 29; and IT will create an email account for the naming of the new pocket park. Paul Navarro reported on the following facilities issues: As the one year anniversary of the administration building approaches the contractor will do a walk-thru for final warranty items, repairs will occur over the next couple of weeks; the courthouse remodel IFB will be coming out after the 7-day objection period; three contractors attended the mandatory pre-bid conference for the courthouse roof project; a meeting was held with the City of Caldwell regarding the sewer system in regards to the jail expansion. The city is willing to let the County hire an engineer to design/ draw the sewer connection and bid the work ourselves as long as the city is involved with the inspection/review process. The cost is estimated at \$50,000 to \$75,000, and another \$200,000 to \$300,000 for the sewer connection fee. The original cost estimate was close to \$1 million so we are way under budget. Mr. Navarro requested direction on whether the County should start the process to have an engineer design the sewer plans. Commissioner Rule wants to discuss it when all three Commissioners are present. Mr. Navarro suggested we look for an engineer to design the parking lot project on Chicago Street; he estimates the project will cost \$50,000. With the new parking lot access to Chicago will be eliminated but there will be access to the alley. He would like to have Ken Fisher move forward with this part of the project. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER ISSUING NOTICE OF AWARD FOR THE COMPREHENSIVE COMPENSATION PLAN PROJECT

The Board met today at 9:00 a.m. to consider issuing a Notice of Award for the Comprehensive Compensation Plan Project. Present were: Commissioners Steve Rule and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, HR Administrative Supervisor Michelle Britain, and Deputy Clerk Monica Reeves. Sam Laugheed said this is the RFP that the County issued in February for a Comprehensive Compensation Plan Review. The goals of the project were to secure a review of the County's existing compensation system and the recent in-house market analysis to identify some adjustments necessary

to resolve issues and for the design of a phased implementation strategy and performance evaluation system that would allow the County to pursue internal and external competitiveness and inequity on a long-term basis. The County received three proposals from vendors. One in the local area, one from the Salt Lake City area and one from San Francisco. The County put together a review committee consisting of Director Jeannine Eiband from HR, Director Rob Hopper from IT, Chief Marv Dashiell from the Sheriff's Office and Commissioner Craig Hanson to go through the proposals. That review committee then came back with a recommendation to the Board that we request presentations from two of the firms. Those presentations from the HayGroup and Personnel Systems and Services (PS&S) occurred last week with Commissioner Hanson, Commissioner Rule and the review committee. After those presentations the Board received emailed recommendations from the review committee as to those interviews. Today the Board is scheduled to discuss those and make a decision about which group to select. Mr. Laugheed asked if the Board wanted to wait until Commissioner Hanson returns to the office before issuing a decision. Commissioner Rule believes they can proceed without Commissioner Hanson. He said Commissioner Dale is familiar with the review and he has the recommendations of the committee that were emailed last week. Commissioner Dale said he is comfortable moving forward. Mr. Laugheed asked the Board to make a motion to accept the review committee's initial rankings as reflecting a reasonable application of the RFP checklist criteria to the proposals. He said the motion will allow the Board to focus on just the perceived congruence of the proposals with their expectations for the project. Commissioner Dale made a motion to accept the committee's recommendations and rankings. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor of the motion. The motion carried unanimously. Mr. Laugheed submitted the emailed recommendations for inclusion in the record. Chief Dashiell's email said the two proposers who were interviewed were very close but he would recommend PS&S as the first option with The HayGroup a close second. Director Eiband's recommendation concurred with the Chief that either company could perform the work but that PS&S offered more flexibility and customization and the best value so she selected PS&S. Director Hopper, which again like the other two, indicated that both proposals were high quality and that either company could provide what we need. Director Hopper rated The HayGroup slightly higher, with PS&S a close second. Mr. Laugheed said his review of the recommendations seems to suggest that it comes down to the value of having a more personalized, customized touch that PS&S brings as opposed to the larger group and the value that comes from a big firm like The HayGroup. Commissioner Rule said he read the recommendations and in listening to the presentations he liked PS&S better right from the start. When we are done with the information, it will be our information with PS&S and we can refer back to them for help whereas with The HayGroup, in one area, they kept the information and we'd have to go back to them each time to regenerate the information. He has no doubt The

HayGroup could do the job but he prefers to go with PS&S. Commissioner Dale is comfortable with that and from reading the information submitted he feels that PS&S would be more personable, a little bit more hands on and would really listen to what we're telling them and not come in with a big corporate sort of mentality. He prefers PS&S. Commissioner Rule said we might save a little money on travel since PS&S is from Utah and it's easier to get here from Salt Lake than from California. Mr. Laugheed asked for a motion to issue a notice of intent to award the contract to PS&S. He will then prepare a letter that gives notice today and that will trigger a 7-day objection period under the terms of the RFP during which time he'll work on a contract. Commissioner Dale made a motion to issue a notice of intent to award the contract to PS&S. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor. The motion carried unanimously. Commissioner Rule asked if Mr. Laugheed had any items for discussion in the legal staff update. Mr. Laugheed didn't have anything in particular but said they are moving along on all the projects they previously discussed and he's not aware of any big developments on any of those right now. Commissioner Dale asked if Zach Wesley has received anything from the City of Caldwell on the fair building. Mr. Laugheed doesn't believe he has but he will confirm that with Mr. Wesley. Commissioner Dale said if there isn't anything he will make an inquiry to find out where it is because he knows that Tim Lowber met with their engineer last week for mapping. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

ELECTED OFFICIALS MEETING

The Board met today at 9:33 a.m. for an elected officials meeting. Present were: Commissioners Steve Rule and Tom Dale, Sheriff Kieran Donahue, Coroner Vicki DeGeus-Morris, Clerk Chris Yamamoto, Treasurer Tracie Lloyd, Assessor Gene Kuehn, Prosecutor Bryan Taylor, and Deputy Clerk Monica Reeves. Commissioner Rule advised that the Board has chosen the firm of PS&S to conduct the salary compensation analysis which he hopes will be completed in time for the October 1 budget. He doesn't think departments will have to review job descriptions as part of this process and he believes the analysis will show that only a few salary adjustments are necessary. Vicki DeGeus-Morris asked if salary adjustments should be included in the FY2016 budget requests. Commissioner Rule said they should definitely start working on their budgets. He spoke about how the Board has discussed making salary adjustments for the Sheriff's Office and IT because they were losing employees in key positions to other organizations who could offer larger salaries and he encouraged the elected officials to talk to the Board if they are experiencing the same thing. Or, they can wait until October 1 because he thinks the study will address any adjustments that need to be

made. Clerk Yamamoto asked what the timeline is for completion of the study. Commissioner Rule said we may know quite a bit by the 1st of September and he's hoping it can be implemented for the October 1 payroll. Commissioner Dale said the Board is aware that we have to raise salaries and that means raising the budget so we could plug in some higher numbers as place-holds. Sheriff Donahue said they have faced attrition for several years and he appreciates the support from the Board in looking at it and he's hopeful the study will show us what we need to see and give us some guidelines. Commissioner Dale is happy to see this move forward and said it's something he focused on very strongly for 12 years at the City of Nampa. Employees are our greatest asset and we have to let them know they are highly valued and you don't do that by continually overlooking deficiencies in salaries. Clerk Yamamoto asked what the study will cost. Commissioner Rule said there are costs in the proposal from PS&S, but there are different levels of cost depending on what we ask them to do but when the objection period expires in seven days we will have the answer. Prosecutor Taylor is very excited about this aspect and said it might be helpful when they are preparing budgets to meet with the Clerk and the elected officials to brainstorm the potential budget numbers, be it 4% or 10%. Commissioner Rule said the study will take care of 50%-80% of everybody but there are targeted high priority positions the elected officials should focus on and protect. Prosecutor Taylor is glad the County is moving in the right direction. Commissioner Rule said if the elected officials feel like another organization is to trying to hire one of their employees they should approach the Board who will try to do something about it. Prosecutor Taylor said a number of employees are underpaid but we have to be very careful because we don't want employees using that as a bargaining tool, using the County against the private sector. It could very quickly become a domino effect. He advised that the Family Justice Center received a grant to pay for a part-time prosecutor who will handle domestic violence cases; he will ask the Board for permission to purchase a new computer. Gene Kuehn said the Assessor's Office will post the assessment roll and he plans on assessment notices going out May 22nd. Training related to Board of Equalization is being offered tomorrow in Emmett. He will contact the Board's staff and arrange a meeting to discuss what the Assessor's Office is doing as far as values. Tracie Lloyd sent an email last week advising of changes to the Visa and MasterCard credit card swipers that will require an upgrade to our terminals. They are going to a worldwide platform for acceptance of credit cards where the readers have to be able to read the microchip in the card as part of the fraud prevention system. If we don't have the correct card readers the County, rather than the card company, could take on the liability of any fraud. The cost is \$200 per reader. Clerk Yamamoto said an election will be held on May 19th, and there are a couple of districts with some issues, one of which involves a boundary dispute. The Recording and Passports Office has been running some overtime since Thanksgiving, but recently things have slowed a bit. However, since the State of Idaho has decided not to follow federal regulations related to driver's

licenses it could have a huge impact on the workload in the Passports Office because effective July of 2016, if you don't have a passport you cannot get on an airplane. The increased workload may require him to hire additional staff. According to the Clerk, Ada County is not doing passports and 60%-75% of the passport business in Canyon County is coming from Ada County. The Clerk advised that the Assessor, Treasurer and Clerk have filled the Manatron position that's been vacant for three years and the Board should see the blue sheet today. Vicki DeGeus-Morris reported on the traffic problems she noticed in the parking lot at the crime lab. People are speeding through the lot and she's concerned someone will get hit. Commissioner Rule said the Board heard about the issue and they have asked Paul Navarro to look into it. Sheriff Donahue said his office is down 23 employees and today they lost a senior dispatcher. Commissioner Rule inquired about some concerning correspondence that Mr. Slawson sent to the courts. In short, the Sheriff said it's good to beware of perceived threats but he cannot predict what this person will do. Clerk Yamamoto said he has talked to this person and he does not believe there is threat of violence. The meeting concluded at 10:04 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTION TO APPROVE JOB TITLE AND PAY GRADE CHANGES FOR TWO POSITIONS IN THE MAINTENANCE DEPARTMENT

The Board met today at 10:04 a.m. to consider signing a resolution approving the job title and pay grade changes for two positions in the Maintenance Department. Present were: Commissioners Steve Rule and Tom Dale, Facilities Manager Paul Navarro, HR Admin. Supervisor Michelle Britain, HR Generalist Lorraine Doramus, HR Generalist Cindy Gonzalez, HR Generalist Caitlin Pendell, HR Generalist Ellen Cahalan, and Deputy Clerk Kelly Martinez. Mr. Navarro said he is needing another full time employee in the grounds department and one of the housekeeping employees would like to transfer to that position. In the meantime, he needs to backfill the housekeeper position and he has a vacant maintenance specialist position he would like to change to a housekeeping position. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the resolution approving the job title and pay grade changes for two positions in the Maintenance Department. The signed resolution, No. 15-045, is on file with this day's minute entry. The meeting concluded at 10:06 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 and Tom Dale, Chief Information Officer Rob Hopper, IT Development Manager Don Brown, IT Business Analyst Shawn Adamson, IT Admin. Assistant Cheryl Lane, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: performance issue with the Lync phone system last week which has been fixed; personnel updates including a programmer is leaving for another position within the County; Cheryl Lane's last day is Thursday this week as she will be retiring; and information regarding purchase orders that will be submitted for the Boards approval this week. There was discussion regarding salary rate requests, posting positions at a salary range, and the compensation study that will be done this year. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:27 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

TWELFTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO APRIL 28, 2015

No meetings held.

THIRTEENTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO APRIL 29, 2015

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

ABSENT: Commissioner Craig L. Hanson - Vacation

APPROVED CLAIMS ORDER NO. 5-11-15

The Board of Commissioners approved payment of County claims in the amounts of \$90,780.35 and \$73,405.37 for accounts payable.

APPROVED CLAIMS ORDER NO. 1515

The Board of Commissioners approved payment of County claims in the amount of \$1,269,772.97 for a County payroll.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$10,986.80 to Precision Grading and Excavation.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$2,000.00 to Air-Van.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,689.00 to The Blind Gallery.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Information Technologies in the amount of \$15,322.12 to Dell.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Information Technologies in the amount of \$34,320.12 to Dell.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Melinda Chynoweth, Traci Lee, Karie Adams, and Debbie Shearn.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Roots and Company to be used May 14, 2015 for a wedding reception.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Zee Christopher to be used May 9, 2015 for a wedding reception.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- #15-046 JLC Corporation DBA Idaho Pizza Company
- #15-047 Roxie's Lounge Inc. DBA Tiny's
- Nampa Aerie No. 2103 FOE DBA Eagles Aerie #2103
- Mountain Range Restaurants LLC DBA Denny's Restaurant
- 20/26 LLC DBA Caribou Lounge
- Brick 29 LLC DBA Brick 29 LLC
- Jose and Guadalupe Reyes DBA Reyes Mexican Grill
- #15-048 Jose Abel Gallegos DBA Gallegos Meat Market
- #15-049 Ridley's Food Corp. DBA Ridley's Family Markets
- Pilot Travel Centers LLC DBA Pilot Travel Center #638
- James L & Lila K Trossbach DBA Our Place Saloon
- Mongolian BBQ, B-Way/Nampa DBA Mongolian BBQ
- George Fletcher Inc. DBA Melba Valley Market
- Golden Palace Inc. DBA Golden Palace
- JLC 2 Inc. DBA Idaho Pizza Company
- Bon Appetit Management Co. DBA McCain Pub
- #15-050 Williamson Orchards Inc. DBA Williamson Vineyards

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-015199, 2015-015200, 2015-015201, 2015-015202, 2015-015203, and 2015-015204.

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 9:08 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 9:08 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 Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Deputy P.A. Brad Goodsell and Deputy P.A. Mike Porter arrived at 9:09 a.m. Mr. Wesley left at 9:18 a.m. The Executive Session concluded at 9:27 a.m. with no decision being called for in open session.

BIWEEKLY MEETING WITH THE CHIEF PROBATION OFFICER TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION; CONSIDER SIGNING CHILDREN'S MENTAL HEALTH AWARENESS PROCLAMATION

The Board met today at 9:30 a.m. for a biweekly meeting with the Chief Probation Officer to discuss general issues, set policy, and give direction as well as consider signing a Children's Mental Health Awareness Proclamation. Present were: Commissioners Steve Rule and Tom Dale, Chief Probation Officer Elda Catalano, Public Information Officer Joe Decker, and Deputy Clerk Kelly Martinez. Juvenile Probation Training Coordinator Amaia Vicandi-Bow arrived at 9:31 a.m. Ms. Catalano said May is Children's Mental Health Awareness Month and the Behavioral Health Board has asked counties within the district to help bring awareness by signing this proclamation. Commissioner Dale read the proclamation into the record. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the Children's Mental Health Awareness Proclamation. Chairman Rule requested the proclamation be held so Commissioner Craig Hanson can have the opportunity to sign it as well. Mr. Decker left at 9:33 a.m. Other topics of discussion included the following: discussion regarding mentoring programs and an effort to expand these programs here in Canyon County and hopefully have mentors available. Ms. Catalano said she is trying to get the word out that these mentoring programs need volunteers to help the youth of our community. Commissioner Dale discussed his experience with mentoring programs as the Mayor of Nampa. He said the City would

allow employees one hour per week to volunteer as a mentor for these programs and asked if the County has ever considered allowing a similar program. Commissioner Rule said not that he is aware of but it is something that can be considered. Commissioner Rule suggested discussing this concept with the Prosecutor's Office and then presenting it at the next Elected Officials meeting. (Representatives from the Department of Health and Welfare arrived at 9:35 a.m. for the proclamation, but it had already been signed by the Board.) Ms. Catalano said she is writing a grant to hopefully access some Millennium funds from the Idaho Department of Juvenile Corrections and she will be asking the Board for a letter of support to continue receiving those funds. The meeting concluded at 9:42 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

FOURTEENTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO APRIL 30, 2015

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

ABSENT: Commissioner Craig L. Hanson - Vacation

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-015423, 2015-015422, 2015-015424, 2015-015425, 2015-015426, 2015-015427, and 2015-015428.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Guy Manley.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Information Technologies in the amount of \$3,199.96 to Best Buy.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Information Technologies in the amount of \$13,533.00 to Cerium Networks.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$8,600.00 to Houston-Bugatsch Architects.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Fleet Department and Sheriff's Office in the amount of \$18,900.00 to Dennis Dillon.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-390

The Board met today at 9:00 a.m. to conduct a medical indigency hearing for Case No. 2015-390. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Brad Goodsell, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Chavon Lewis from St. Alphonsus, and Deputy Clerk Kelly Martinez. A representative for the applicant was not present for today's hearing. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to take Case No. 2015-390 under advisement with a decision to be rendered within 30 days. The hearing concluded at 9:14 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-233

The Board met today at 9:18 a.m. to conduct a medical indigency hearing for Case No. 2015-233. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Brad Goodsell, Deputy P.A. Leon Samuels, Hearing Specialist Yvonne Baker, the applicant, his spouse and parents, and Deputy Clerk Kelly Martinez. A hospital representative was not present for today's hearing. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to August 27, 2015 at 9:00 a.m. The hearing concluded at 9:35 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-448

The Board met today at 9:42 a.m. to conduct a medical indigency hearing for Case No. 2015-448. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Brad Goodsell, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant, 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 Rule, the Board voted unanimously to take Case No. 2015-448 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.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-458

The Board met today at 9:57 a.m. to conduct a medical indigency hearing for Case No. 2015-458. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Brad Goodsell, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant, 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 Rule, the Board voted unanimously to continue the hearing to September 24, 2015 at 9:00 a.m. The hearing concluded at 10:10 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-334

The Board met today at 10:16 a.m. to conduct a medical indigency hearing for Case No. 2015-334. Present were: Commissioners Steve Rule 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. A representative for the applicant was not present for today's hearing. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to September 24, 2015 at 9:00 a.m. The hearing concluded at 10:28 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NOS. 2014-1265, 2014-1268, 2015-158, AND 2015-330

The Board met today at 10:30 a.m. to conduct a medical indigency hearing for Case Nos. 2014-1265, 2014-1268, 2015-158, and 2015-330. Present were: Commissioners Steve Rule 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 for today's hearing. Deputy P.A. Zach Wesley arrived at 10:49 a.m. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to take Case No. 2015-158 under advisement with a decision to be rendered within 30 days. Upon the **amended** motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to take Case No. 2014-1268 under advisement with a decision to be rendered within 30 days. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to take Case No. 2015-158 under advisement with a decision to be rendered within 30 days. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to take Case No. 2015-330 under advisement with a decision to be rendered within 30 days. The hearing concluded at 10:58 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 10:59 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Steve Rule 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. 2014-1265, 2015-326, and 2015-180. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 11:01 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING INVITATION FOR BIDS FOR COURTHOUSE REMODEL PROJECT

The Board met today at 11:05 a.m. to consider signing an Invitation for Bids (IFB) for the Courthouse Remodel Project. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Deputy P.A. Leon Samuels, and

Deputy Clerk Monica Reeves. This is the second phase of the project; we have qualified four contractors who are capable of accomplishing this project and now we're going through the IFB to get their best prices and work schedule proposals for the project. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the Invitation for Bids for the Courthouse Remodel Project. The meeting concluded at 11:09 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 11:09 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 11:09 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 Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Zach Wesley, Deputy P.A. Leon Samuels, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:23 a.m. with no decision being called for in open session.

FIFTEENTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO MAY 1, 2015

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

APPROVED CLAIMS ORDER NO. 5-11-15

The Board of Commissioners approved payment of County claims in the amount of \$61,500.16 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Elisa Cruz.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$7,400.00 to Bargreen-Ellingson.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$2,158.00 to Smith's Lawnmower.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Fleet Department and Sheriff's Office in the amount of \$19,728.00 to Corwin Ford.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- #15-051 Bashmesh LLC DBA Friendly Fred's
Cook's 2 Hole Inc. DBA Cook's Two Hole Bar & Grill
- #15-052 A H Schade Inc. DBA Gem Stop #32
A H Schade Inc. DBA Gem Stop #20
A H Schade Inc. DBA Middleton Gem Stop #16
A H Schade Inc. DBA Gem Stop #15
A H Schade Inc. DBA Gem Stop #11
A H Schade Inc. DBA Gem Stop #10
A H Schade Inc. DBA Gem Stop #9
A H Schade Inc. DBA Gem Stop #8
- #15-053 Tacos y Mariscos El Compa LLC DBA Tacos y Mariscos El Compa
Stewart & Christensen LLC DBA Stewart's Bar & Grill
Apple Idaho DBA Applebee's Neighborhood Grill & Bar

APPROVED FEBRUARY 2015 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of February 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.

CONSIDER SIGNING ADDENDUM NO. 1 TO THE COURTHOUSE ROOF TEAR-OFF AND INSTALLATION PROJECT INVITATION FOR BIDS

The Board met today at 9:01 a.m. to consider signing Addendum No. 1 to the Courthouse Roof Tear-Off Installation Project Invitation for Bids. 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. Sam Laugheed said we received one question asking if we would reveal what our estimated cost was going to be. There is a specific provision of Idaho law that allows public entities to withhold that information because it's of value to the County so we are responding to that and moving forward with the process. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign Addendum No. 1 for the Courthouse Roof Tear-Off Installation Project. The meeting concluded at 9:02 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 9:02 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 9:03 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. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:00 a.m. with no decision being called for in open session.

SIXTEENTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO MAY 4, 2015

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

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 8:35 a.m. Joe Decker reported on the following communication issues: plans for a ribbon cutting ceremony for the new problem solving courts building, an open house will be held once the print shop moves into the building in June; there were multiple entries submitted for the park naming contest; upcoming Veterans' court graduation; a law enforcement memorial ceremony is scheduled for May 15; and a request was made by the Elections Office to waive the fee that is charged for having a booth at the Fair. Commissioners Rule and Hanson believe the fee should be paid. Paul Navarro reported on the following facilities issues: The project located at 304 N. 12th should be completed within the next two weeks; the installation of the sound system in the Commissioners' meeting should wrap up today. Commissioner Rule asked for updates on the courthouse roof and remodel projects. Mr. Navarro said bid openings for both projects will be held next week; the roof project will start the last week of May or the first week of June and he anticipates it taking two months to complete. Four contractors have been prequalified for the courthouse remodel project so we should have four very competitive estimates next week. Mr. Navarro and Ken Fisher will meet with the Board later today to talk about the jail expansion project, specifically water, sewer and parking. The meeting concluded at 8:43 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING ADDENDUM NO. 1 FOR THE CANYON COUNTY COURTHOUSE REMODEL CONSTRUCTION PROJECT - INVITATION FOR BIDS STAGE 2 OF 2

The Board met today at 9:00 a.m. to consider signing Addendum No. 1 for the Canyon County Courthouse Remodel Construction Project Invitation for Bids, Stage 2 of 2. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. The addendum was prepared by the Prosecutor's Office and Mr. Navarro advised we do not have anything to include in the addendum but it's being signed because it is listed on the calendar of events. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the addendum. Mr. Goodsell advised that he does not have any items for today's legal staff update. The meeting concluded at 9:03 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#15-054 The Bird Stop LLC DBA The Bird Stop

REVIEW SEWER, WATER AND PARKING NEEDS FOR THE JAIL EXPANSION PROJECT

The Board met today at 9:31 a.m. to review the sewer, water and parking needs for the jail expansion project. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Facilities Manager Paul Navarro, Project Consultant Ken Fisher, and Deputy Clerk Monica Reeves. Paul Navarro and Ken Fisher met with the City of Caldwell last week to review overlay maps of the city water and sewer systems. It was decided the best option for rerouting the sewer line would be to take it between the Dale Haile Jail and the courthouse. The city will review the County's design plans and if they're approved the County can ask for bids and run the project itself. Mr. Navarro asked for guidance from the Board on whether a civil engineer should be hired to design the sewer plan. He anticipates the cost for sewer design will be more than \$25,000 but less than \$50,000; the cost for the sewer line and pipe will be around \$75,000. If the jail addition is built there will be a sewer connection fee of \$200,000 to \$300,000 that must be paid when the building permit is picked up. Another issue that needs to be addressed is how to deal with a telephone pole that serves the elections office and the Dale Haile Jail. Commissioner Dale said that information needs to be obtained from

Idaho Power. Mr. Fisher said it would make good sense to bring the design-build team into the picture for the power and the sewer so that it's one collaborative effort. Mr. Navarro thinks it would be a good idea to ask Lombard-Conrad Architects (LCA) to put together a cost proposal to design the sewer system and have ESI give a bid to build it. Commissioner Rule said we should find out if that's a service LCA can do before we take it much farther. Mr. Navarro said the County also needs to look at hiring a civil engineer to design a plan to bring the bare dirt parking lot between 12th Avenue and 13th Avenue to the city's code. He will talk to LCA about what it will cost to design and engineer the sewer and he will ask for a cost proposal for improving the parking lot. Commissioner Rule doesn't think there's a problem with getting preliminary information in place and seeing if it's the right option. Mr. Fisher said we need to keep all three projects – the building, the sewer project and the parking lot – separate as far as the costs involved. Mr. Navarro said the Controller anticipates a total cost of \$15 million: \$13.5 million to build the facility and another \$1.5 million in ancillary costs for furniture, equipment, sewer relocation and the connection fee. Commissioner Rule said the Board has asked the Controller to start preparing this project in the upcoming year's budget. Mr. Fisher asked about the status of the contract with the design-build team; the June 1 meeting date for the jail standards committee is approaching and he would like to meet with the team beforehand. Commissioner Rule said nothing should be done with the team until the contract has been signed. The meeting concluded at 9:50 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

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. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Development Services Director Tricia Nilsson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: budget and permit summary review; Area of City Impact information for Nampa and Caldwell; Director Nilsson is working on updating a Zoning Amendment in regards to private road standards; and an update on COMPASS activities Director Nilsson and/or staff may be participating in. Commissioner Rule asked about the FCOs for a deliberation that is scheduled for tomorrow. Director Nilsson said because they don't know what the order will be, they are preparing a date for the written decision to be prepared and signed by the Board. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:11 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 10:16 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: update on the Commissioners' meeting room remodel as the final programming should be completed today; the programming positions that were posted have already been receiving some interest and Mr. Hopper believes the new salary structures are making a difference; and updates for the following projects: IT is making reasonable progress on both the Accela upgrade and Prosecutor's software upgrade; current lack of programming resources are slowing most other projects. It was noted that there are four job postings open for the IT Department at this time. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:28 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 10:31 a.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Fleet Director Mark Tolman, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Director Tolman informed the Board that the up-fitting and repairs are going well; he is preparing budget calls to make sure all departments are covered; and department budget information. Commissioner Rule said the Board went on a tour the other day and talked about fencing with Paul Navarro on the lot recently purchased to the east of the fleet shop. Mr. Tolman noted that the County received a check from Toyota for \$146 for a class action lawsuit, however he is afraid that if we cash that check we lose all of our rights if we do have a problem with those vehicles. The Board agreed that Director Tolman should discuss it with the Prosecutor's Office. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:42 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SEVENTEENTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO MAY 5, 2015

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

APPROVED CLAIMS ORDER NO. 5-11-15

The Board of Commissioners approved payment of County claims in the amount of \$4,238.24, \$101,761.85, \$58,372.38, \$90,662.47, and \$109,649.16 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Sandra Cornelius and Michaela Adams.

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: 2015-016117, 2015-016118, 2015-016119, 2015-016120, 2015-016121, 2015-016122, 2015-016123, 2015-016124, 2015-016125, and 2015-016126.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#14-055 Kanda Inc. DBA Lakeshore Market
 K Mart Corporation Bid K-Mart #3189
 Z Inc. DBA Paul's Market
 Z Inc. DBA Paul's Market
 Shari's Management Corporation DBA Shari's of Nampa #235

- Stinker Stores Inc. DBA Stinker Store #108
- Stinker Stores Inc. DBA Stinker Store #113
- #15-056 Pantera Market LLC DBA Pantera Market LLC
- Canton Café Inc. DBA Canton Café
- La Botana LLC DBA La Botana LLC
- #15-057 Mad Man Motorcycles LLC DBA The Knucklehead Bar
- The Getaway Bar & Grill Inc. DBA The Getaway
- Jalapeno's Bar & Grill LLC DBA Jalapeno's Mexican Restaurant
- #15-059 Jackson's Food Stores Inc. DBA Jackson's #144
- Jackson's Food Stores Inc. DBA Jackson's #147
- Jackson's Food Stores Inc. DBA Jackson's #148
- Stinker Stores Inc. DBA Stinker Store #41
- Stinker Stores Inc. DBA Stinker Store #44
- Stinker Stores Inc. DBA Stinker Store #48
- Stinker Stores Inc. DBA Stinker Store #60
- #15-060 Jackson's Food Stores Inc. DBA Jackson's Food Stores #64
- Jackson's Food Stores Inc. DBA Jackson's Food Stores #82
- Jackson's Food Stores Inc. DBA Jackson's Food Stores #85
- Jackson's Food Stores Inc. DBA Jackson's Food Stores #115
- Jackson's Food Stores Inc. DBA Jackson's Food Stores #117
- Jackson's Food Stores Inc. DBA Jackson's #126
- Jackson's Food Stores Inc. DBA Jackson's #143
- #15-061 Jackson's Food Stores Inc. DBA Jackson's Food Stores #3
- Jackson's Food Stores Inc. DBA Jackson's Food Stores #5
- Jackson's Food Stores Inc. DBA Jackson's Food Stores #22
- Jackson's Food Stores Inc. DBA Jackson's Food Stores #59
- Jackson's Food Stores Inc. DBA Jackson's Food Stores #60
- Jackson's Food Stores Inc. DBA Jackson's Food Stores #61
- Jackson's Food Stores Inc. DBA Jackson's Food Stores #62

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, Admin. Assistant Dawn Gardner, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: they have recently had some juveniles that have needed restraints and/or constant monitoring; population is averaging in the low 30's with a population of 23 today; the garden is beginning to look pretty good; the

agreement with Bannock County was approved and the Board will see an agreement from Valley County soon; Director Jett is finishing up the Bonner County audit which went really well. Commissioner Rule asked Director Jett to explain why it is beneficial for the County to have him do these audits for other counties. Director Jett said it shows that Canyon County is leading the way and setting a good example to do what is right for the juveniles and it also enables these counties to have an audit done for half the price and they have been really receptive to it. He does have the authority as an auditor to require the facilities to make changes to their policies to comply with the audit. Director Jett said he is always looking to reduce liability so each year he sends Shawn Anderson and Sean Brown to the International Law Enforcement Educators and Trainers Association. Mr. Anderson and Mr. Brown presented to the Juvenile Training Council and were asked to present again in June. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:40 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING FEDERAL TERRORISM RISK INSURANCE ACT DISCLOSURE ENDORSEMENT

The Board met today at 9:00 a.m. to consider signing a federal terrorism risk insurance act disclosure endorsement. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Zach Wesley said the endorsement is specifically for the insurance policy we have on the health benefits plan trust. On all of our major insurance policies we'll get an option to up our insurance for a specific terrorism protection which traditionally the County has declined. This endorsement was sent by Travelers, through the Hartwell Corporation and it doesn't impact the coverage we have and it's not a notice to get that terrorism add-on to the policy. The Federal Terrorism Risk Insurance Act of 2002 has been reauthorized and so Travelers is requiring that we acknowledge that the act has been reauthorized and sign this endorsement to our policy. It is a technical amendment to the language in the plan with no cost to the County and it doesn't impact the financials of the policy. It applies the reauthorization of the Federal Terrorism Risk Insurance Act of 2002 to our existing policy. Commissioner Rule asked if this is an official document that says we are declining the coverage and apply any fees that we would pay to our regular liabilities insurance. Mr. Wesley said we have already done those, it's already been presented to us whether we're going to add the terrorism risk insurance or not and we chose not to. This is a text amendment to our policy with Travelers on the health benefit plan trust, it's an endorsement to change the policy and it's specifying that the Terrorism Risk Insurance Act of 2002 is in play on our policy and it specifies what those limits are. For instance, it provides that the insurer can limit the coverage from a loss arising out of a certified act of terrorism. Commissioner Dale made a motion to sign the

endorsement. The motion was seconded by Commissioner Hanson and carried unanimously. The signed endorsement is on file with this day's minute entry. The meeting concluded at 9:06 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 9:06 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 9:07 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, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:18 a.m. with no decision being called for in open session.

MEETING TO REVIEW PROGRESS BETWEEN MISDEMEANOR PROBATION AND DRUG COURT REGARDING DRUG TESTING NEEDS

The Board met today at 9:32 a.m. for a meeting to review progress between Misdemeanor Probation and Drug Court regarding drug testing needs. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Director of Misdemeanor Probation Jeff Breach, Deputy Director of Misdemeanor Probation Lisa Sheehan, Drug Court Coordinator Ron Christian, Assistant Trial Court Administrator Benita Miller, other interested citizens, and Deputy Clerk Kelly Martinez. Director Breach said he has updated the Board over the last six months about the need to change the drug testing company from what they currently have. They have been exploring the option of going with the problem solving courts because they have a very good program in place. The overwhelming need of why they need to do this is for quality control. The quality that they are getting from the current vendor is inadequate. Director Breach said ultimately the goal of this project is for misdemeanor probation to come in, which would double their volume requiring additional staff, and make this piece self-sustaining. It will take

some upfront investment from the County because realistically with the increased volume two part-time testers would be added because there is also the potential of juvenile drug court coming in as well adding a full time lab manager position. Director Breach has had several discussions with Controller Zach Wagoner about line items and funds. There is already a lot of infrastructure in place, the Board has already invested in a facility that is being remodeled right now that will be big enough to accommodate the increased volume, Redwood Labs has a database that they are able to use, they already have two part-time testers on staff, and Mr. Christian has already developed a randomization program. Director Breach said in addition to the additional staff, they also need to figure out a good accounting way to deal with the daily deposit of payments. Mr. Christian said they do estimate a conservative amount of \$80,000 in revenue from the \$8 per test fee from misdemeanor offenders. Presently the problem solving courts, through their drug court fees and allocation from the state, are paying their own testing expenses including the two part-time testers. They are self-sustaining and what they are doing is adding another self-sustaining piece. Commissioner Rule said the former Sheriff, Chris Smith, came to the Board multiple times saying he could make it actually flow cash positive in years past so it sounds like this is a more conservative approach. Commissioner Rule asked about possible funding if it isn't self-sustaining. Director Breach said realistically it would have to be some general court funds that would make up that difference. Commissioner Hanson asked where the Sheriff's Office is at with this process. Director Breach said they have not visited with the Sheriff's Office at this point. Commissioner Hanson said when this was first talked about two years ago it was "County drug testing", it was not court drug testing or misdemeanor drug testing so the goal was to provide a "one stop shop" in Canyon County to get this done. Commissioner Hanson thinks this needs to go back and get all the other parties into the conversation before he can say let's go with it. Mr. Christian said he has made no secret, in fact that is what he would like to see, that all the County agencies should be pooling their resources and that goal has not changed. They have to do it in pieces and the first piece was problem solving courts testing and figure out how to make that work. He believes that the wisest way to do this so that it will work correctly the first time is to do one piece at a time. The problem solving court piece is done, he personally would prefer to add in misdemeanor probation and then once everyone else sees how successful and inexpensive it is, everyone else will want to join as well. Mr. Christian doesn't disagree at all with the County drug testing plan, he would simply add that he believes the best way to roll it out would be one piece at a time. Commissioner Hanson said that is fine, except for when we put this together two years ago all the parties were supposed to be at the table talking and if that has not happened it doesn't make him want to support this because that was initially the direction given by this Board. Ms. Miller said there has been conversations primarily with Scott Booth about pretrial release and testing through this program. She thinks now is the time to go back to the Sheriff's Office and start that conversation again. Ms.

Miller said the Sheriff's Office is familiar with what is going on, but she thinks they need to be updated on the progress made. Mr. Christian said certainly if that is the Board's direction he will do it, he apologized if he misunderstood the direction last time. Commissioner Hanson said the goal is for all of these funds that are going out to various groups for the drug testing process, is to bring them centered to the County so we don't have several administrators trying to do the same thing. Commissioner Dale said he thinks what Mr. Christian needs to do at this point is to communicate with the folks that will eventually be involved and make sure they are up to date with all of the suggestions you are doing and subsequent to that come back to the Board with the plan. Commissioner Dale said this is a great idea and he really appreciates this approach because he thinks it will save dollars and complications in the future. Commissioner Rule asked them to go back and try to engage the other parties and see what their intentions are and try to work it out behind the scenes before coming back to the Board. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:49 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

PUBLIC HEARING - APPEAL BY DEMETER BIO-RESOURCES, MONTANA, LLC,
FOR A C.U.P. TO OPERATE AN ETHANOL PLANT, CASE NO. 2014-40

The Board met today at 10:02 a.m. for the continued hearing in the matter of an appeal by Demeter Bio-Resources, Montana, LLC, for a Conditional Use Permit (C.U.P.) to operate an ethanol plant, Case No. CU-PH2014-40. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Director Tricia Nilsson, Deputy P.A. Zach Wesley, Sot Chimonas, Tina Wilson, Attorney Julie Klein-Fischer, interested neighbors and citizens, and Deputy Clerk Monica Reeves. The hearing was continued from April 7, 2015 where public testimony was closed, and the purpose of today's hearing is for the Board to deliberate and issue a decision. Director Tricia Nilsson said staff prepared the Findings of Fact, Conclusions of Law, and Order (FCOs) based on the testimony and a transcript was commissioned so they could put the testimony into the findings but that is not a written decision, it would only be produced by staff upon the conclusion of deliberations. Whatever is decided today will be committed to writing and will be brought to the Board on May 18, 2015 at 9:30 a.m. Commissioner Rule said the burden of proof is on the applicant, and a C.U.P. is a way to get something done where conditions can be imposed to address noise, order, traffic or location concerns and the applicant would have to adhere to the conditions under the process. Zach Wesley said staff is working on the draft FCOs based on the testimony that's been given and now is the opportunity for the Board to work through the Local Land Use and Planning Act (LLUPA) as well as the Canon County Zoning Ordinance (CCZO) and to go through all those criteria, deliberate and weigh the evidence. Under Idaho Code, Section 67-6512

(a), the County may approve or deny the application, and in the CCZO, 07-07-03 and 07-10-27, as well as the hearing procedure in Article 5, Chapter 7 it lays out the County's procedure to approve, modify, or deny an application after reviewing whether or not the application satisfies the applicable provisions of the comprehensive plan, the ordinances and the LLUPA. The hearing procedure and the LLUPA provide that the County may approve or deny the application. The Board also has the opportunity to request that the applicant provide additional studies to meet its burden or satisfy concerns that have been raised. The Board may continue a hearing and require the applicant to provide social, economic, fiscal, environmental or aviation hazard studies that would be at the applicant's expense, pursuant to Idaho Code, Section 67-6512 and CCZO 07-07-19. The Board's deliberation was as follows:

Commissioner Rule said the Board invites industry to Canyon County and says it is Ag friendly and it's even sent delegations to the Tulare Ag Show in California to showcase the opportunities in Canyon County. Additionally, the Board designated Simplot Boulevard as an area that is industry friendly. Now we have an applicant who wants to invest \$54 million in our local economy and they need to make a byproduct from their operations and they have to market it domestically or as a fuel additive so they've chosen to go the fuel additive route. They are in the industrial zone. There are guidelines in place to deal with noise, odor, water issues and concerns about the hazards of alcohol. He said Simplot was allowed to have an alcohol plant a few miles down the road and now 15 years later the requirements for this type of industry are at a higher level of regulation. He is not concerned about the water issues that were raised because the ponds will be lined and monitoring will be done. The aviation issues that were raised are not concerning to him. A concrete plant is located nearby and airplanes are able to avoid that structure. He supports commerce and industry and he sees the proposed use as a chance to advance agriculturally related industry in our area. He believes a noise mitigation plan and an odor mitigation plan will address the neighbors' concerns, and concerns about traffic will be addressed by the highway district. He will vote to approve the application.

Commissioner Hanson said one of the factors to consider is whether there will be undue interference with existing future traffic patterns, and he believes there is a significant issue with the ability to move trucks through the area and if there are problems with the roadways right now there are going to be continued problems where it does not enter onto a major roadway. With regard to adequate water, sewer, and irrigation and storm water drainage facilities, he said there was a minimum listed by the applicant that talks about the impact on the water flow, but there was testimony to the contrary given by those in opposition. He's not going to base anything on what the minimum is because that's not what we do in our society, the capitalist mentality is to build more, sell more, raise more, produce more. Another factor to consider is whether the proposed use will

be injurious to other property in the immediate vicinity and/or negatively change the essential character of the area. He sees some issues with that. He is not opposed to industry, in fact, he wants to push for that and even though the Board is pushing agriculture, Ag tourism and wine production as well as everything else we have going on in this County there are other sides to it. A key issue for him was the response to his question of: "How much of this profit/loss margin is going to be involved with the ethanol plant?" The applicant's response was that it would be less than 1%, that the ethanol plant is just an addition to the food production which is supposed to be the primary reason. If food production is going to take place it's going to be a major boon and the ethanol plant isn't necessarily needed to bring major industry to Canyon County. If he were to go through the points on everything that has been presented he would still be opposed to the ethanol plant portion. He does not support the applicant's request.

Commissioner Dale said when he first heard about the potential of an inulin plant in Canyon County he was really excited because he's a farmer at heart who grew up on cattle ranch in northern Washington and they are pretty limited in what they can grow up there whereas Canyon County can grow just about anything within reason. He talked to several farmers and asked if they'd heard of the sun spuds and although some didn't know about them they did say they would be interested in having a new crop to put into rotation. He thinks it would be great to have another crop to provide a rotational relief and to provide a cash flow without having to transport it across the state for processing. A new crop, a new production plant, and new jobs are things he is very excited about and he was encouraged at last month's hearing when he asked Sot Chimonas if he would still build the inulin plant if the ethanol production portion was not allowed and Mr. Chimonas said he probably would. It wasn't a definite yes but he thought it was an encouraging sign that we could still get the production of sun spuds and a new crop into the area. He agrees with Commissioner Rule that the concerns about water and irrigation will be taken care of because they are regulated by DEQ and the EPA, and are beyond the scope of what the County does. His decision comes down to a couple of things. He understands what Commissioner Hanson is saying with the transportation. He goes back to the fundamental statement that the burden of persuasion rests upon the applicant to persuade the Board that the conditions can be met, will be met, and that it will not be injurious. He is not persuaded that the proposal will not unduly interfere with existing traffic and future traffic flows in the area but that is tempered with the understanding that the truck traffic generated by just the inulin plant is going to significantly change the traffic in the area, but that's already allowed, it won't change. If and when they build the inulin plant there will be a lot of trucks, the addition of the ethanol portion would add some and might subtract some based on what is done with the waste from the sun spuds so he's not convinced that's a huge factor. Somebody will build some kind of plant there and traffic will change but he's

not convinced the highway district has taken all the factors into consideration, the number of trucks and all that sort of thing could greatly change their evaluation of the adequacy of the present transportation in that area. The roads need to be improved and the access needs to be designed and built so they can handle the volume of traffic without creating extra danger for the school busses and the kids in that area. He's not seen a traffic plan that does that but it is tempered by the fact that it will change regardless of whether or not the proposal is approved for the ethanol portion of the plant. He has a problem with, and bases his decision on Item No. 4 in the Findings of Fact, "Will the proposed use be injurious to other properties in the immediate vicinity and/or negatively change the essential character of the area?" From the testimony, letters, and petitions from hundreds of people, neighbors in the area they are persuaded that it will negatively impact their property, homes, and operations in that area and he has not been persuaded that the proposed ethanol portion of the project will not be injurious to other property in the immediate vicinity. He bases his decision largely on that and the testimony of those who have come forward. He is not in favor of the ethanol portion but he is highly supportive of the rest of it.

Commissioner Dale made a motion to uphold the Planning and Zoning Commission's decision to deny the conditional use permit. The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion to deny with Commissioners Dale and Hanson voting in favor and Commissioner Rule voting against the motion. The motion to deny carried by a two-to-one split vote with Commissioners Hanson and Dale in favor and Commissioner Rule in opposition to the motion to deny. Commissioner Rule said the record has probably indicated to the applicant some of the reasons it was denied and some the things they would have to do to get it approved. Commissioner Dale made the following statement for the record: According to our understanding of Idaho Code 67-6512, Section A, and Canyon County Ordinance numbers 07-07-03 and 07-10-27, under these statutes and ordinances we are of the understating that the Board is permitted to approve, modify or deny an application upon after reviewing whether or not the application satisfies the applicable provision of the comprehensive plan, ordinances and the LLUPA. We understand that as a Board we do have latitude in this area to either deny or approve any conditional use application. Commissioner Rule said we should highlight that the burden of proof is on the applicant and for whatever reasons it looks like they weren't convincing enough in a couple of areas. Zach Wesley said the Board is scheduled on May 18 at 9:30 a.m. to consider the written FCOs, and between now and that date, staff will work to prepare those based on the deliberation and motion that's been heard today so that will make this a final act. Commissioner Rule thanked the applicant for the professional way the information was delivered, he also thanked those in opposition for being very courteous and respectful of the process. The hearing concluded at 10:36 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER SALARY INCREASE PRIORITIZATION AND COMPENSATION PLAN IMPLEMENTATION PROCESS - SHERIFF'S OFFICE AND INFORMATION TECHNOLOGY DEPARTMENT

The Board met today at 11:01 a.m. to consider the salary increase prioritization and compensation plan implementation process for the Sheriff's Office and the Information Technology Department. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Assessor Gene Kuehn, Chief Deputy Assessor Joe Cox, Coroner Vicki DeGeus-Morris, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Treasurer Nancy Seal, Chief Deputy Sheriff Marv Dashiell, David Ivers, Sheriff's Financial Manager, DSD Director Tricia Nilsson, CIO Rob Hopper, Don Brown, IT Development Manager, Facilities Manager Paul Navarro, HR Director Jeannine Eiband, HR Admin. Supervisor Michelle Britain, Public Defender Tera Harden, Deepak Budwani, Public Defender Office Administrator, Director of Misdemeanor Probation Jeff Breach, Lisa Sheehan, Deputy Director of Misdemeanor Probation, Chief Probation Officer Elda Catalano, Debbie Jenks, Solid Waste Admin., Fleet Director Mark Tolman, Weed Control Superintendent Jim Martell, and Deputy Clerk Monica Reeves. Commissioner Rule said with the passing of each year it's becoming more evident the industry's changing, the Sheriff's been complaining about losing employees to other agencies who pay more in salaries and the private industry is "robbing" the IT Department of experienced staff so the Board has worked with those two departments to "stop the bleeding" and now we are moving on with the salary prioritization project. The Utah-based firm of PS&S, Personnel Systems and Services was selected to conduct the compensation plan review. In his opinion we should work on the "A" budget problems this year and hold the line or possibly reduce the "B" budgets. Commissioner Hanson said over the past couple of years there have been issues with budgets, specifically with personnel and we had a plan to use HR to get some things established but with nine elected officials there are many different opinions on what should be done so that's why we are looking for a professional audit of employee compensation benefits. He wants someone on the outside to look at everything objectively and try to bring everybody to a point of consensus. In an attempt to stop some bleeding in specific departments, the Board is looking at potentially doing something in the Sheriff's Office and in IT, but the salary audit will not be completed in time for us to address it in this budget so we have talked with the Clerk and Controller about putting dollars in the next budget so that if the audit is done in November we can potentially address some of those things after the fact even though it won't be right at the first of October. The best case scenario is to complete the audit, review the audit and not throw it in the trash can like has been done in the past. The Board wants to make sure everybody is on the same page and knows we are working towards everybody's salaries and accomplishing what needs to be done in Canyon County. Commissioner Dale said the fundamental approach needs to be that any organization's most valuable

assets are the people that work in it. It's not the buildings, it's not the cars, it's not the computers, it is the people because there is value in their knowledge base, in their personalities, and there is value that cannot be objectively quantified. When he first took office he was encouraged to hear that a compensation analysis was going forward. Prioritization implies decisions that need to be made so you can enact the purpose and the goal; and the goal is to address issues and make some substantial changes in the salary issues of the "A" Budget which would mean there will likely be some decisions in other areas to delay certain projects. He said initially the Board was made aware of some key deficits occurring in IT and in the Sheriff's Office and we have to address certain areas so we can keep running. This is a long term view and he's hopeful we can put a realistic placeholder in the budget so that when the analysis comes back we can make the adjustments as pointed out by the experts. Commissioner Rule said the salary adjustments for the Sheriff's Office and IT are damage control to keep the County whole, and if other offices/departments have a key employee that another agency is offering a job to the Board will try to help, but that's not to say this is a "greenlight to chase off after raises for everybody" because he wants to stick with the study from PS&S. On the other hand, he asked what good it does to lose a key employee while we sit on the study. The study won't just give a snapshot, it will be a process we can follow for two to three years. Jeannine Eiband said contracts are being drafted to get everything in place and PS&S is ready to go when we are; she anticipates a start date of June 1 and the anticipated deadline would be the December/January timeframe. Her request is that rather than waiting until October of 2016 we should put something in the budget so we can act on it when the data comes in the first of the year. Commissioner Rule said we'll begin to have a pretty good feel for what that number might be going into the October budget. Vicki DeGeus-Morris wants to know whether changes should be made to the individual "A" budgets now or whether they should be left alone. Commissioner Rule said that still needs to be sorted out and we'll need to find out from PS&S what the timeframes are and if the information is known in late July departments will still have enough time to react to it. Ms. DeGeus-Morris said budgets have to be submitted by May 18. Commissioner Dale assumes most managers understand where they'd like to see the numbers and he doesn't think it would be detrimental to make an estimate on the budget amount. With the study he anticipates there will be an adjustment that needs to be made in certain areas that are really under market so it's going to be more than 3% for some people. Clerk Yamamoto said they will use a program to run scenarios, one with a status quo, and another with a percentage amount and they will be done during the pre-meetings he will have with the departments before they come to the Board. The Controller already has several scenarios laid out with various increases. Commissioner Rule said we know there are some areas that are well compensated so he wants to know how the Clerk and Controller will address that in the scenarios. The Clerk said they are taking a 30,000 foot view but as they go through the pre-meetings they will boil it down. In his office, for example, there are

some sectors that were fairly compensated the last go around, however, cost of living was not really addressed. They still have some retention issues and when you don't have a ladder of compensation that's when you have retention issues with some of your better employees and so administrators are trying, to the best of their ability, to sustain mediocrity. He referred to an article in a government finance publication on hiring, recruiting and retention that said while salaries are a factor, the workplace environment is a huge part of that and so working on the culture of what's going on in your department is important. The article stated, in part, "Employers should strive to promote their strengths and confirm their values showing top talent that it is an employer of choice during both recession and boom times." He said we need to embrace the mindset that buildings, facilities, and structures do not provide service, people provide service. Ms. Eiband said PS&S will pick up where we left off last year and they will start dealing with our internal compression issues and our outside competition for recruitment and retention, so that will involve interviews with each of the department heads, elected officials, and employees on job value to assist in placing weights of importance on key job duties. Those weights will be directly tied statistically to the amount of pay that's given and so it creates a program for us where going forward for a couple of decades we can use these same formulas and her staff will be taught how to help analyze job descriptions so we can continue that process. She said last year it did not deal with individual people, it dealt with starting salaries and grades. This year it's going to give credit for years of service inside and outside our organization for similar-like jobs, it will give credit for education, for certifications, for additional education and opportunities, and experience. Originally we talked briefly about assigning a blanket 3% in October so we don't fall too far behind what we did last year and then putting the new compensation study into October of 2016 but as was stated before the idea now is to act on the data when we get it, whether it's in January or February or December. It will be a much more involved process, additionally those weights/values put on job descriptions will now be put directly into a new job performance evaluation system, and it will help tailor the individual offices depending on the skillsets that are needed. They are a vital part of this process so we don't fall back into the compression issues. It will be a realistic reflection of job duties and it will be harder to give blanket job descriptions for everyone. She believes it's going to be a really good system, a really good product and it will be worth the time we invest in it because it will be an investment for years to come because it's built for us and will belong to us. Commissioner Rule said it won't be instant stability but after two or three years the employees will be able to see that it will provide a compensation ladder. Jim Martell appreciates the Board moving in this direction, which was something he suggested last year. He asked if the benefits will take a hit this year. Commissioner Hanson said this is a total compensation study so the benefits will be examined through the process but as far as taking a hit, the answer is no. We are trying to get that beast under control, we've had a good report from the Controller with regard to our health

plan fund. Zach Wagoner said as of today the plan is still looking good. Mr. Martell said he attended a similar meeting several years ago where there was a discussion about salary increases and at the time he said he was not in favor of giving across the board increases and he asked the Board to bracket the percentage. Commissioner Dale doesn't believe the analysis will come up with a blanket figure that can be applied across the board because that would not meet our needs. There are people who are significantly under the market as far as what they should be compensated for, and there are other people who are probably at market level or pretty close. There are some employees who may get a 15%, 18%, or 20% increase, and some who may get nothing. The analysis looks at positions and individuals, and tries to make adjustments so that we are fairly compensated according to what the market demands. Commissioner Rule said PS&S convinced the Board they will be able to do that in a way that is established across our market area. Ms. Eiband said when we look at our percentage increases there are two different kinds, a cost of living increase and when a 3% is given for cost of living that means our entire salary structure moves up and across the board every employee increases at a 3% level and it's cost of living and it's given generally. When you give 3% in a merit, it's 3% given based on your total salary dollars but it's not assigned to a particular employee it's given as a pool that you can assign based on who your top performers are. Because our salaries have been so far below market values, directors and elected officials have felt they had no choice but to treat a merit as a cost of living because they were trying to make up for employees who were underpaid and so then the top performers would be penalized because it didn't work in the way the system was intended. What this compensation project will do is put everybody where they need to be according to market, it will help keep them there in the years going forward and then when merit pools are given, if that's the direction the Board chooses to go in the years following, you can then truly reward your top performers based on a fair and valid job performance review and you won't feel that you have to make up for market loss. Commissioner Rule said the study may cause us to lose a couple of employees because he has no doubt it will show that some employees are being paid more than the market justifies; however salaries won't be reduced. We are going to stay the course and in a year or two or three this will stabilize the compression issues. Mr. Martell said we need to make sure salaries are being compared appropriately; for instance, in previous studies Canyon County was compared to Payette County which he found questionable. Commissioner Rule said several years ago it was suggested that Ada County be left out of the comparison but that's not happening this time; the study will be regional because we are losing people outside the state, in private industry. Chief Dashiell appreciates the opportunity to be able to be involved in the selection process for the salary study. We have the vision to give market compensation and eliminate some of the compression issues and he believes the salaries of elected officials should be looked at as part of the study. There are senior employees in the current salary scale that are within a few years of retirement after a 30-year career and they

aren't even to the 75 percentile on the existing market study and in order to get some of them to that place their salaries will surpass the salaries of the Chief and the Sheriff. Gene Kuehn and Vicki DeGeus-Morris said they agree with Chief Dashiell that the salaries of elected officials should be part of the study. Clerk Yamamoto said he agrees with the compression part of it particularly when it comes to the chief deputies because it can be jammed up once you start going up. He would like to see the employees taken care of first. Commissioner Dale agrees with the Clerk in that we need to make sure the rank and file employees are taken care of first, but he understands what Chief Dashiell is saying because when your employees are getting paid as much or more than the Sheriff, it creates some issues; and there haven't been any increases in the Coroner's Office so that office is probably underpaid and ought to be adjusted. There are some things along the way where it becomes more political than it does a realistic look at what a person ought to be paid, he doesn't have an answer to that. Commissioner Hanson said he really doesn't care about politics that much, he wants to do the right thing. He hopes the elected officials' salaries are included in the process. Ms. Eiband said it will be included in the process. She said salary ranges are a little archaic, we still use them because we don't have a better process, they were created because the idea is that people promote and you move up that rank. It is atypical in this day and age for people to stay in one job for 30 years, that is not true of government, people do tend to stay and if that is an environment and a culture we want to continue we really have to look at that, and the fact is that by not addressing elected officials' pay it is affecting our rank and file because as Chief Dashiell pointed out 30 year employees are going to be capped lower than what they should be at market simply because they can't make more than their boss. In some areas department heads make more than Commissioners and that will work in certain types of industries but in others it doesn't work well so her recommendation would be that elected officials' salaries be a part of this process, find out where their salary should be, and then as a political environment, you then each choose whether you accept that salary or not but it shouldn't prevent chief deputies or others from progressing in their own careers. Commissioner Rule said this part of the discussion can be continued at a later time. Chief Dashiell appreciates Commissioner Hanson's statement. He said at times there are disagreements between offices and last year it was frustrating to see raises for department heads under the Board come in at a higher rate than the Sheriff because the role of a department head cannot be compared to the role of an elected official, whether it's the Sheriff or any other County elected official. Commissioner Hanson said the Chief made good points. The process will look at the market costs of hiring people with the credentials and the knowledge for certain positions and that filters all the way down to our most entry level positions and we have to look at all of those things. The meeting concluded at 11:45 a.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO MAY 6, 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 Kathleen Phillips, Maryann Hoagland, Shawn Parker, and Myra Cerros.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency document recorded as instrument number 2015-016207.

LEGAL STAFF UPDATE

The Board met today at 9:05 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Mr. Goodsell reported on the Mahaffey Oil cleanup project in Parma and the steps we need to take at this point. The property was a fuel storage business that had significant contamination and the County acquired it tax deed and worked with DEQ to receive a federal brownsfield grant for nearly \$250,000 to clean it up. At this point the County has only spent \$2,500 and that was for a permit from DEQ. The project's been done for about a year and we have had four quarterly monitoring events that have shown the levels have gone way down. However, on the last monitoring event some of the levels had gone up slightly and they are higher than the levels DEQ is willing to close out a project so we can either continue monitoring for a couple more quarters and see if the levels go down, or we can drill additional wells on the other side of the road and determine whether there is any contamination there. Pricing from TerraGraphics indicates it will cost just under \$10,000 to do two more quarterly monitoring, but the additional well drilling will likely cost more than that. The County has already submitted its final report so DEQ will require a new report and an amended plan at a cost of \$1300. Commissioner Rule doesn't want to spend any more than we have to just so we can monitor the property for several years; he said the main goal was

accomplished when the worst of the contamination was removed. Commissioner Dale said we should wait for a few more reports and see if it levels off or if it continues to elevate. Commissioner Rule said the monitoring can be accomplished at a much lower rate than TerraGraphics will charge and he wants to talk to the County's Landfill Manager, David Loper, about monitoring assistance. Commissioner Hanson agrees with Commissioner Rule's suggestion to see if the County can monitor the levels at a lesser cost than what TerraGraphics would charge. Mr. Goodsell said this is not something the County needs to do right away unless we want to get rid of the property immediately. He will speak with Mr. Loper. The meeting concluded at 9:24 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER COMPREHENSIVE PLAN FUTURE LAND USE MAP AMENDMENT AND A CONDITIONAL REZONE WITH A DEVELOPMENT AGREEMENT FOR EDMOND MURRELL, CASE NO. CP/CR-PH2014-37&38

The Board met today at 9:31 a.m. to conduct a public hearing to consider a comprehensive plan future land use map amendment and a conditional rezone with a development agreement Edmond Murrell, Case No. CP/CR-PH2014-37 & 38. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Director Tricia Nilsson, DSD Planner Debbie Root, Edward Murrell, Janie Hall, Scott Stanfield, and Deputy Clerk Monica Reeves. Deb Root gave the oral staff report which recommends approval. The following people testified in support of the request: Edmond Murrell, Janie Hall and Scott Stanfield. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to close public testimony. Commissioner Hanson said the property has not been in agricultural production and it appears the request is a viable and appropriate use for the area; it still holds the rural appeal and the building sites could be significant especially for view sites. Commissioner Dale said the proposal preserves agricultural land because it's building on ground that is unsuitable for ground. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to approve the amendment to the comprehensive plan. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to approve the rural residential rezone subject to the conditions of approval incorporated in the development agreement. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to approve and sign the resolution for the comprehensive plan map amendment and the ordinance for the zoning map amendment. The development agreement will have to be tabled because the second applicant was not present. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to approve the development agreement, which will be signed on May 18 at 10:00 a.m., pending

signature of both applicants. The hearing concluded at 9:57 a.m. An audio recording is on file in the Commissioners' Office.

MEET WITH THE CLERK AND CONTROLLER FOR A FY2016 PRE-BUDGET DISCUSSION

The Board met today at 11:00 a.m. for a meeting with the Clerk and Controller for a FY2016 pre-budget discussion. Present were: Commissioners Steve Rule, Craig Hanson, and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Assessor Gene Kuehn, Treasurer Tracie Lloyd, Chief Deputy Treasurer Nancy Seal, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Sheriff's Financial Manager David Ivers, and Deputy Clerk Monica Reeves. Deputy P.A. Brad Goodsell arrived at 11:43 a.m. Clerk Yamamoto said a government budget is about budget dollars versus timing and how many dollars you spend, when you spend them, how much revenue you receive and when you receive it. The government budget sets the parameters of the spending, versus the timing. The most important part of the budget determines the amount of property tax we ask from the taxpayers. With the "B" budget, the Auditor's Office goes through a vetting process and looks at the efficiencies in the departments (Fleet, Weed Control, and Landfill) to see what they're doing, how they're doing it and to see if we are getting the best bang for the buck with County dollars. Those dollars cover the cost of the services we are required to provide and the Auditor counts on the departments not spending all of their budgets. He spoke about the importance of retaining a reserve level of 33% because it allows a lot of latitude and when we budget for unforeseen extras it doesn't mean we have to spend it but it does mean the funds are available for contingencies. For instance, last year a Commissioner said \$75,000 was enough for discretionary spending but he and the Controller questioned that amount so they put \$1 million in the facilities budget and it was used when the Board purchased property near the courthouse campus. With regard to "A" budgets, Clerk Yamamoto said the HR Director, Jeannine Eiband, made a good point yesterday in comparing the private sector salary ladder with government. The private sector ladder, if done properly, works well due to natural attrition and Ms. Eiband's point was it doesn't work the same in government because we have people who stay, they don't leave. The Clerk recommends a cap be put on longevity pay. He said it's good to fix the salaries so we can retain employees but the other side to that is our "A" budget expenses will be up and it will impact our spending and our fund balance. With the salary compensation project, funding a benefits program, the courthouse remodel project, and the jail expansion project there is a lot to consider and it's going to be a balancing act of spending versus tax load versus fund balance. He asked the Controller to put together several scenarios looking at the short-term, mid-term and long-term impacts and how it will affect our spending, how it will affect what we ask the

taxpayers for, and how will it affect our fund balance. The Clerk said they are not suggesting the best scenario, they're just putting everything on the table.

Mr. Wagoner prepared 10 scenarios and reviewed each one with the Board as follows:

- Scenario #1: Jail expansion and 10% increase in compensation in FY2016
- Scenario #1A: Jail expansion and 3% increase in compensation in FY2016
- Scenario #2: No jail expansion & 10% increase in compensation in FY2016
- Scenario #2A: No jail expansion & 3% increase in compensation in FY2016
- Scenario #3: Jail expansion, 10% increase in compensation in FY2016, & \$2 million in jail expansion staffing costs
- Scenario #3A: Jail expansion, 3% increase in compensation in FY2016 & \$2 million in jail expansion staffing costs
- Scenario #4: No jail expansion & 10% increase in compensation in FY2016
- Scenario #4A: No jail expansion & 3% increase in compensation in FY2016
- Scenario #5: No jail expansion & 10% increase in compensation in FY2016
- Scenario #5A: No jail expansion & 3% increase in compensation in FY2016

The detail included for each scenario can be found on the individual sheet of information included with this day's minute entry. Mr. Wagoner prepared a summary of the three year total of property tax implications associated with each scenario, also included with this day's minute entry. Commissioner Rule said the summary is at the 33% fund balance level and while that is the desire of some, the Auditor's Office has said we could go below that level and still be healthy. Mr. Wagoner said 33% is a healthy strong number but his concern is once you go below 33% how do you get back to that level, and the only viable option would be through property tax increases. Commissioner Rule said that might not be done in one year. Clerk Yamamoto said if we do certain spending that's within the scenarios we will be maxed on the levies. Commissioner Rule said we're talking about fund balance not levy limits right now and we're talking about a level of 33% as opposed to 27% or 25%. Mr. Wagoner said the intent was to present the scenarios and make sure the Board is aware of the options and the impact of the decisions. Commissioner Dale found the information very helpful and said there's no scenario where it's not going to be necessary to increase the budget for next year. Mr. Wagoner said the scenarios focus on projecting what's actually going to be spent and what's actually going to be levied for property tax. Clerk Yamamoto said we could go to the taxpayers with the same request we had this year but given what's on the horizon that is not his recommendation although we could do status quo. He would like further discussions so the Board is aware of what the Auditor's Office is doing and vice versa. Commissioner Rule said he realizes we cannot hold a 33% fund

balance and accomplish some of the things we're talking about doing so he would like to see some scenarios based on a level of 30%, 27% and 26%. Clerk Yamamoto said he would not be in favor of dropping below 33% because if we're in a spending situation where we had levies maxed out he's not in favor of dropping the fund balance, he thinks it becomes dangerous. Commissioner Rule said he would still like to see the Controller run scenarios at the other levels he asked for. Commissioner Dale believes the 3% increase overall in salaries and benefits is very unrealistic and believes the figure may be higher than 10% overall and he is in agreement that we need to get them as close to the recommended level that comes out of the PS&S study as possible because our employees are our most valuable asset and we can't keep losing them. With regard to fund balances, he said the City of Nampa operated under a prior finance director who had built fund balances up to healthy levels, but subsequent to him leaving the city went through a couple of finance directors who utilized fund balance for operational expenses on a year to year basis and that dropped the fund balances to where the city was in a crisis mode and they were dangerously close not having enough to meet cash flow needs. A new finance director came on board and forced some hard decisions on the city council and as a result those fund balances have moved back up. Commissioner Dale is not in favor of allowing fund balances to go lower but he would like to look at different percentage figures and see what we can do. Commissioner Hanson said we have set a course and given prior direction, this just helps to keep everything on line and moving forward with what we are desiring to do. Clerk Yamamoto said spending fund balance is easy, building a reserve without soaking the taxpayers and being totally dependent on assessed values is very different. He said the 33% level gives great latitude as opposed to a level of 25%. Commissioner Dale said it gives flexibility to respond to emergent situations. Commissioner Rule thanked the Clerk and the Controller for the information. The meeting concluded at 11:54 a.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO MAY 7, 2015

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

ABSENT: Commissioner Steven J. Rule, Chairman - Vacation

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Assessor's Office in the amount of \$1,544.59 to VLCM.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#15-063 Jackson's Food Stores Inc. DBA Jackson's Food Stores #63

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 9:11 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 9:12 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, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 9:43 a.m. with no decision being called for in open session.

FILE MONTHLY REPORT OF THE CANYON COUNTY TREASURER

The Board filed the monthly report of the Canyon County Treasurer for the month of March, 2015 in this day's minute entry.

TOUR OF SOUTHWEST IDAHO JUVENILE DETENTION CENTER - CALDWELL, ID

FY2016 BUDGET PRESENTATION FOR SOUTHWEST DISTRICT HEALTH

The Board met today at 1:37 p.m. to receive the Fiscal Year 2016 budget presentation from the Southwest District Health (SWDH). Present were: Commissioners Craig Hanson and Tom Dale, Controller Zach Wagoner, SWDH Director Bruce Krosch, and Deputy Clerk Monica Reeves. Director Krosch presented the FY2016 proposed budget which included a request of \$912,764, which is a 4.37% increase (\$38,238) over the amount the County contributed last year. He reviewed the budget information which included demographics. Zach Wagoner said SWDH does not have the authority to levy tax, however, Canyon County levies a specific tax for the health department and last year we levied roughly \$35 million and \$800,000-\$900,000 of that was levied specifically for SWDH. Commissioner Hanson said he will make sure the Chairman fills out the proxy for the upcoming SWDH budget hearing. He inquired about the status of the SWDH's former office location in Caldwell and said there have been discussions regarding a recovery center that will be funded with millennium fund grants. Mr. Krosch said the building is listed for sale at \$750,000, and currently Family Advocates and the Canyon Community Clinic lease space in the building but they are fully aware that if it sells they will have to find another facility. Commissioner Hanson said it's looking like it may be a good idea to form a partnership and have the recovery centers come under the Canyon Community Clinic rather than hiring a separate administrator. Commissioner Dale said a major area of concern would be if we entered into a partnership like that and then the next month the building sells. The meeting concluded at 2:03 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER APPROVING SALARY INCREASE PRIORITIZATION AND COMPENSATION PLAN IMPLEMENTATION PROCESS - SHERIFF'S OFFICE AND INFORMATION TECHNOLOGY DEPARTMENT

The Board met today at 2:03 p.m. to consider approving a salary increase prioritization and compensation plan implementation process for the Sheriff's Office and the Information Technology (IT) Department. Present were: Commissioners Craig Hanson and Tom Dale, Chief Deputy Sheriff Marv Dashiell, CIO Rob Hopper, IT Development Manager Don Brown, HR Admin. Supervisor Michelle Britain, Sgt. Rob Whitney, and Deputy Clerk Monica Reeves. Sheriff's Financial Manager David Ivers arrived at 2:10 p.m. Commissioner Hanson said initially there was a request to make salary adjustments for the IT Department but knowing there are other offices that have similar concerns he didn't want to approve adjustments for just one specific department so there were discussions about making salary adjustments for both the Sheriff's Office and the IT Department. The adjustments will be another step in the process to review all County salaries. Chief Dashiell said the Sheriff's Office is down 23 positions, which

is an 8% vacancy rate. Ada County is down 40 positions so he understands this is an across the board aspect, but he also understands those agencies can draw the higher level candidates because they can pay more in the front end. He said when he created a recommendation list for salary adjustments he didn't go overboard because he knows the County's salary study will provide more accuracy in the numbers. He looked at how to retain existing employees and found that trying to work off a percentage that other agencies are able to do isn't quite as easy for the Sheriff's Office so he put in flat rates at five years and ten years. He looked at employees that come from other agencies who bring a lot of experience and skills and created a scale that gave those employees some advantage because of what they have brought to the Sheriff's Office. Another recommendation is for compensation for the SWAT team and two other specialized units within the office that have not received additional payments. Chief Dashiell said his recommendations are \$100,000 less than last year's recommended merit pool amount and he tried to justify how it's put into play rather than trying to figure out who earned it and who didn't. Admittedly there are some employees that if it was strictly merit-based they wouldn't see the same bonuses he's looking at for longevity. Commissioner Dale said we don't want to take advantage of the situation but we do acknowledge that some adjustments need to be made. Rob Hopper said he is not trying to usurp or jump ahead of the market study, but the job market has heated up to the point where they are trying to retain employees with value and not lose them to competing agencies. They've always had to compete against the private sector but now they're competing against the local government sector so it's becoming very difficult to retain employees with any knowledge or great skillset. He said IT was at the bottom end of the salary adjustments that occurred last year where his staff received about a 1% increase whereas a lot of departments were receiving 10%-12% increases per employee as an average across their departments so that put IT even further behind in the competition for jobs because they started to question whether the County valued their position. Mr. Hopper said this is a stop gap measure to get IT employees on a competitive basis with the other jobs and hopefully discourage some of the job shopping and looking around that's occurring. When they did their salary surveys they did not look at the private market, but he expects the upcoming market survey will show some significant deficiencies in IT because they are not competing in the private sector. He is down four positions, which is one-sixth of his workforce. The adjustments will not affect his "A" budget total due to the amount of his positions that have been unfilled. Commissioner Hanson said the Board had a spreadsheet from the Sheriff's Office and IT and those numbers accurately reflected what's going to change so the Board will do a blanket acceptance of the numbers. Michelle Britain said the effective date noted on the blue sheets is May 11, 2015, the beginning date of the next payroll cycle. She said the blue sheets have been verified against the spreadsheets that HR presented to the Board and once they have approval they will be submitted to the Controller and the HR Director for approval and then they will come to the Board for

signature. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to approve the salary adjustments for the IT Department and the Sheriff's Office as recommended by the HR Department as well as the leadership in both departments. Chief Dashiell said the numbers for the rest of his budget are going to be half because we are over halfway through the year so we're not going to spend the total amount this fiscal year. Commissioner Hanson said this is one more step in the process where we are moving forward for the benefit of all County employees. The meeting concluded at 2:16 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING MEMORANDUM OF UNDERSTANDING BETWEEN CANYON COUNTY AND VALLEY COUNTY FOR THE ASSIGNMENT OF STEVE JETT TO CONDUCT PREA AUDIT

The Board met today at 2:16 p.m. to consider signing the Memorandum of Understanding between Canyon County and Valley County for the assignment of Steve Jett to conduct the Prison Rape Elimination Act (PREA) audit. Present were: Commissioners Craig Hanson and Tom Dale, Juvenile Detention Director Steve Jett, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to approve the Memorandum of Understanding between Canyon County and Valley County for the assignment of Steve Jett to conduct the PREA audit. (Agreement No. 15-039.) The meeting concluded at 2:18 p.m. An audio recording is on file in the Commissioners' Office.

TWENTIETH DAY OF APRIL TERM, A.D., 2015
CALDWELL, IDAHO MAY 8, 2015

No meetings scheduled due to a lack of quorum.

COMMISSIONER APRIL TERM ADJOURNED

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

THE MINUTES OF THE FISCAL TERM OF APRIL 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: 6/24/15