

FIRST DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 10, 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 Mikel Hautzinger, Michael Chamberlain, Chad Bingham, Jill Hoover, Paulette Ciolli, Gloria Fernandez, April Hawkins, Shelby Tipton, and Susan Pfeifer.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, PIO Joe Decker, Facilities Manager Paul Navarro, Senior Administrative Assistant Jenen Ross, and Deputy Clerks Kelly Martinez and Monica Reeves. Ms. Martinez and Ms. Ross left at 8:34 a.m. Joe Decker reported on the following communication issues: talking points for the this week's KBOI radio interview; he is setting up a meeting with the dispatch center and Channel 2 on a story on how they deal with people who speak other languages; a drowning victim was located over the weekend; he will prepare a press release for the upcoming budget hearing; he will meet with the HR Director for a follow-up to the compensation study; and he will be out of the office on Friday. Paul Navarro reported on the following facilities issues: the roof project is 60% complete on this side and it should be done in two weeks, the coal tar pitch has a real strong petroleum smell so he's asking if they can do that work over the weekend; the courthouse remodel is in full swing, they are painting on the third floor, the fire sprinkler system is going in, and we have a contractor on board to drywall the fire riser room. As part of the remodel they will sand and laminate 79 doors for the third floor; the sewer relocation project is in full swing, the blue prints are with the City of Caldwell and we should have an update from Ken Fisher later this week. The meeting concluded at 8:40 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 9:03 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, 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 74-206(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, Deputy P.A. Mike Porter, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. Mr. Navarro left at 9:15 a.m. Deputy P.A. Leon Samuels arrived at 9:31 a.m. The Executive Session concluded at 9:47 a.m. with no decision being called for in open session.

MEETING TO DISCUSS FY2016 BUDGET BEFORE FINALIZATION, AND CONSIDER SIGNING FY2016 BUDGET FOR PUBLICATION PURPOSES

The Board met today at 9:53 a.m. to discuss the FY2016 Budget before finalization and to consider the FY2016 Budget for publication purposes. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, HR Director Jeannine Eiband, HR Administrative Supervisor Michelle Britain, Clerk's Executive Assistant Taryn Peterson, Court Operations Manager Denise Kennel, Chief Deputy Sheriff Marv Dashiell, Financial Manager David Ivers, Captain Daren Ward, Lt. Andy Kiehl, Lt. Eric Miller, Chief Probation Officer Elda Catalano, Trial Court Administrator Dan Kessler, PIO Joe Decker, Facilities Manager Paul Navarro, Kim Deugan, other interested citizens, and Deputy Clerk Monica Reeves. Zach Wagoner said the current budget is \$89 million including jail construction, and without the jail construction it is roughly \$75 million. Commissioner Dale said as we've gone through the process the goal seemed to be to channel as much money as possible to accomplish the jail construction without raising taxes but if that's not possible he would like to suggest a couple of things: 1) return the \$1 million to the health insurance fund acknowledging that if it's not needed it doesn't get spent; and 2) put some money in current expense or identify that we are going to do something significant with salary adjustments perhaps a ballpark figure of \$3 million or \$4 million. We have a design plan and an architectural rendering of completing the courthouse remodel and if it

would be possible he would like to accomplish those things which means putting the money in there for the Clerk's furniture and maybe addressing the issue of the vaults going away and dealing with that this year rather than putting it off. He also wants to do the sound equipment for the five courtrooms this year because it's a critical need. Commissioner Hanson said they have worked hard on the jail expansion and it was based on the predication there was fund balance available to move forward with construction this year but those numbers appear to have changed significantly so it doesn't appear we're going to dig dirt on the jail this year although he wants to continue the sewer line removal and get a finalized plan completed that can be ready to go as we continue to look for a funding mechanism. He proposes having \$4 million available in a designated fund that the Board can withdraw once the salary compensation study is completed. Mr. Wagoner spoke to Eide Bailly about creating a new accounting fund to place these monies into that would be separate from the current expense fund and the justice fund; it would be its own fund and at the appropriate time the budget would be reopened and amounts would be transferred to the respective funds and departments depending on the results of the salary study. It would require a formal resolution from the Board to move or allocate those monies. Commissioner Rule said putting \$1 million into the insurance fund was started two years ago as an employee benefit, and it was installed again last year but he doesn't like entitlements and he believes employees are starting to feel entitled to it. If after three years the program is still failing it should not be solely the taxpayers' responsibility to keep that fund healthy so he thinks the employees' share should be increased to help maintain the fund. He also said there are conversations about how Canyon County might be better off without its own insurance fund and maybe that's a direction we need to go. If we put \$500,000 into the fund and employees matched that amount, or came close to it, he'd be much more inclined to help keep the fund alive. With regard to the vaults and the furniture in the Clerk's Office, Commissioner Rule believes we need to keep the vaults in place until we have a better solution. The facilities staff can construct functional furniture for \$25,000 to \$30,000 rather than the County spending \$200,000 for a modular furniture system. He asked Mr. Wagoner how the Board can create a reserve if it puts additional funds in the budget to cover new jail construction in the future, salary adjustments as well as the amounts for furniture and a sound system for the courts. Would it all be put into current expense? Mr. Wagoner said that would be one part of the equation and the other part would be the revenues, and the single greatest source of revenue to the County is property tax. Property tax and balances are interwoven together so if you decrease property tax you're likely to decrease your balances and expenditures are a part of that equation as well. He said the \$79 million budget was not entirely funded with new money or new revenue. Commissioner Dale said with a \$79 million budget and the amount of property taxes brought in we are actually negative spending because we are relying on fund balances that are not being replenished so in a way it's deficit spending. It has been acknowledged that salaries are

going up this year so we will have to increase that revenue to make up for the salaries or we'll keep going further down on the fund balances which is counter to the purpose of building up fund balances so at some point you have to acknowledge there is an increase in the cost of business. Mr. Wagoner said if you want to fund the increases with new dollars it's likely going to come from property tax. With regard to the court's sound system, Commissioner Dale wants to fund it because the equipment is 40-years old. Commissioner Hanson doesn't have a problem funding it but said he was looking at cutting the expenses that weren't an absolute necessity for this year so we could move forward with the jail project. Commissioner Rule said that's a good philosophy but under the non-jail philosophy there is room for some of these expenses. The sound system will be funded at \$45,500. Commissioner Rule informed Paul Navarro the Board is probably not going to fund the jail this year but he wants ESI, LCA, and Ken Fisher to finish the design plan and although we are not going to start construction, the County will move forward with the sewer and power pole relocation. This action will terminate the cash flow for the project and since we are not going to fund a jail the Board is considering some proposals associated with the courthouse remodel, one of which involves a new sound system for the courts and the construction of office furniture for the Clerk's Office. Mr. Navarro believes his staff can construct 30 permanent workstations for \$30,000. Commissioner Hanson asked if the decision to leave the vaults in place will inhibit the closing of the Nampa Annex. Mr. Navarro said it will not. He also said he doesn't know anything about the Clerk's operation but they are in agreement that the Nampa annex has reached the end of its useful life but there is an issue with the amount of paper files and the handling of documents coming from Nampa and we need a relationship with the Clerk to figure out a solution. He said in order to squeeze the employees into that space the vaults have to go and the rooms are divided by a brick wall that makes it dysfunctional so it's a Catch 22; we can't get the employees in there unless the vaults go but if the vaults go the paper has to find another home so it's a house of cards triggered by the other. Clerk Yamamoto said he has wanted to close the annex for years but the last time he talked to Mr. Navarro about this he said timing was an issue. Mr. Navarro said it depends on how we maneuver this but he thinks it can happen if he puts every available man on it. Commissioner Hanson said if we do not dismantle those vaults to create the workspace it will make it far more difficult later on because we'll have an operational office and no space to move those people while we tear the vaults down. Mr. Navarro said the vaults are important because they are a document/evidence retention area but he does not see how we are physically going to get all the employees into those rooms. One option would be to do nothing with Rooms 201, 202 and 301 and exclude them from the current contract and do that work ourselves and in a year perhaps we can afford to buy a modular furniture system. If his staff builds the millwork for those rooms and does the demolition it would be a \$300,000 to \$400,000 savings. Commissioner Hanson said although he doesn't agree with the cost of the chairs, per say, they are things we cannot build.

Commissioner Rule suggested the \$30,000 furniture line item be increased to \$40,000. Commissioner Dale asked how much of the Clerk's \$200,000 furniture proposal was dedicated to chairs. 68 chairs x \$400 apiece=\$27,000. He asked if it's possible to put \$50,000 in the furniture line item. Commissioner Rule is more concerned about workspace and he thinks the chairs will last one more year until we budget for it next year. Commissioner Hanson doesn't want to see construction projects halted, he wants to make sure they continue on. Commissioner Rule said there are three or four options they are working on but it won't be resolved in this meeting so we need to give them a reasonable amount of money to work on some solutions. Commissioner Dale said if we start altering the plans there will be change orders and down the road the vaults will have to be moved and files will have to be scanned so we ought to put enough money in the budget to do that. Mr. Navarro said the intention was to do high-speed scanning at the Industrial Way warehouse. Clerk Yamamoto said they can do the scanning but the biggest issue they have from the technology standpoint is the indexing; the scanning is relatively easy, it's how the information gets indexed and that's the service you're paying for basically so you can find it. Commissioner Hanson said there is no need to talk about furniture until a plan is in place and it sounds like the Clerk is comfortable not doing anything at this time so we can pull it out of the (Kreizenbeck) construction line item and have facilities staff do the work. Rather than purchasing new chairs at \$400 apiece he proposes the Clerk address any immediate needs/medical issues that require chairs to be replaced this year and then when we get a construction budget in place under the facilities department we can address the cost for furniture. Clerk Yamamoto said we have money budgeted for construction and he has no problem with the Board's suggestion to leave that amount in place while they figure out what will work best, but so far there haven't been any good options. He will work with Mr. Navarro and the courts on a solution. Commissioner Hanson asked if we have money in the \$75 million budget for construction. Mr. Navarro said there is a carryover to next year to finish the courthouse remodel but it doesn't include building furniture for the Clerk. Commissioner Rule does not want to buy chairs because he believes they can use the current chairs for another year. Commissioners Dale and Rule agreed to put \$40,000 in a line item for Mr. Navarro to construct the Clerk's furniture. Commissioner Dale is in favor of approving the Clerk's request for a scanning contract estimated to cost \$200,000. Commissioner Rule said if we approve all scanning requests it will cost the County an additional \$500,000 and since there is storage space remaining at the warehouse on Industrial Way he believes departments can hold off for another year. Commissioner Rule said if the health plan trustees want to come back with a recommendation to raise some fees and the County matches that amount he would support it, otherwise he is not in favor of putting \$1 million into the fund. He asked the other Commissioners how much property taxes they want to levy this year. Commissioners Hanson and Dale want to put \$4 million into a specific fund for employee compensation. Commissioner Rule said that will raise property taxes \$4

million. Commissioner Hanson said he's been at Canyon County for over 18 years and there has been a nonstop debate on employee pay and we have an opportunity this year to significantly address that based upon the market study and the professional that's been hired. The cost could be upwards of \$6 million to compensate our employees adequately. Commissioner Hanson made a motion to put \$4 million aside for employee compensation to be determined after the compensation study is finished. Commissioner Dale seconded the motion and said this has been a commitment from the Commissioners to all the other elected officials and it's the right thing to do; it's part of taking care of our employees, and benefits are the other part of that. As far as the property tax he believes it will keep us in line with or below property tax levels going back to 2009 and the bottom line is if you start paying salaries and benefits out of fund balance the fund balances will go down. You must have stable and renewable dollars to pay salaries. Commissioner Rule said since 2011 the employees have received a 9% increase while federal employees received no increases during 2011, 2012 and 2013, but in 2014 and 2015 they received a 1% increase each year and he believes what the County is proposing is way out of scale because it will take property taxes from \$34.297 million to \$38 million. A roll call vote was taken on the motion with Commissioners Hanson and Dale voting in favor of the motion and Commissioner Rule voting against it. The motion carried by a two-to-one split vote with Commissioner Rule casting the dissenting vote. Clerk Yamamoto asked if the \$4 million includes salaries and benefits. Commissioners Hanson and Dale said the intention was that it would include both salaries and benefits. Commissioner Dale said with regard to the health insurance fund, it's not considered an entitlement - it's a benefit we offer to employees and we know from history that if we are just barely breaking even this year with a million in there to help then next year we will go downhill and he doesn't want to put that burden onto the employees. Also, to make up that million would require \$125 a month in benefit payment from our employees and he doesn't want to do that when we're talking about getting salaries up and on the other side we're taking it away from them for health insurance costs. He said we ought to maintain that same million that's been in there for the past few years and if we don't need it we don't have to spend it. Commissioner Hanson disagrees because we are somewhat stable this year and we don't have a full year to determine where the fund is at. Also, depending on what the federal government does we could go to complete socialized medicine so there probably won't be a need for us to have insurance. Clerk Yamamoto asked what the Board wants to see as the property tax, the discussion should hinge around what the expenses are and where do we want to end up with fund balance. Commissioner Hanson would like to see the number ran with the current processes we have been under for the past several years in budgeting and that will be a starting point to give us a baseline. Mr. Wagoner presented a document based on budgetary numbers, not actuals or anticipated actuals, but what is in the budget. If we remove the \$14.5 million and make the other changes talked about that brings the total budget to \$78.7 million, which is a million dollar

reduction from last year. Commissioner Rule added there would be an increase of property taxes of \$4 million. Mr. Wagoner said we have our property tax levy of \$38.5 million from funds that every taxpayer in the county contributes to. We also have the pest control district and the Melba Gopher District smaller districts that not every taxpayer contributes to. The discussion concluded at 11:00 a.m. because the Board had a scheduled meeting with the Fair Director. The budget discussion will resume this afternoon. The audio recording is on file in the Commissioners' Office.

MEETING WITH FAIR BOARD TO DISCUSS CALDWELL EVENTS CENTER PROPERTY

The Board met today at 11:00 a.m. for a meeting with the Fair Board to discuss the Caldwell Events Center property. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Fair Administrator Rosalie Cope, Fair Board Member Laren Bailey, Fair Board Member Tim Lowber, AAFV Director Kim Deugan, other interested citizens, and Deputy Clerk Kelly Martinez. Mr. Wesley said a number of months ago the Board asked that he work with Commissioner Dale to speak with the City of Caldwell about the management of the Caldwell Events Center which is the current Canyon County Fairgrounds property. Most of the discussions have focused around what terms would be in place if the County were to trade the Gabiola Fields property for the charolais barn property which is adjacent to the fair building property and how that would impact the management of the property. The Fair Board articulated a list of things that would have to happen in order to make that transfer work for the Canyon County Fair. Mr. Wesley said he put those terms into a document of proposed agreements and sent it to Caldwell and the majority of the terms Caldwell is in agreement with. There was the use of some storage facilities that are needed for the Fair and Caldwell was okay with the County having a lease to those properties. There was an issue because currently during the College of Idaho football games there is a parking issue if there is also an event at the fair building at the same time. The solution the Fair Board proposed was to have a lease to the parking lot that is adjacent to the fair building that the City of Caldwell owns and that the County would have priority whenever there is a County event, and Caldwell agreed. The one that we are here to discuss is the future use of the Gabiola Fields. One provision that the Fair Board requested was in response to something that the City of Caldwell had already had there and so how these agreements are structured is there will be a property transfer agreement that will function as the vehicle to end the joint powers agreement that currently exists and to transfer the Gabiola Fields property to the City of Caldwell and the charolais barn property to the County and to create a lease agreement. Currently, the joint powers agreement governs who can use the Caldwell Event Center at what time and there are provisions in there that the Fair has priority over that property

during the County Fair week, the week leading up to it and the week after. The question is what restrictions we will have on these properties to allow those relationships to go forward. We are accomplishing that through the lease agreement which provided for the lease of Gabiola Fields during that Fair time and contained a restriction that the City of Caldwell couldn't make any alterations or amendments to that property for five years that would interfere with the County's regular use of that property. Commissioner Rule asked why it is only for five years and not perpetual. Mr. Wesley said they made that proposition to the City of Caldwell, as that was the desire of the Fair Board, and that is the one request that Caldwell wasn't 100% on board with. The City of Caldwell is maintaining their five year position because they don't want to have to ask permission from the County in perpetuity to make changes to that property. Mr. Wesley said he has discussed this with the City of Caldwell's attorney Mark Hilty and from what Mr. Hilty has told him the reasoning behind this is to not infringe on the County's use of the property, but at some point after five years they would like to know whether the County is going to be there for the long haul or if it looks like the Fair will be moving out to the 20/26 property. The City of Caldwell proposed having the five year restriction in place requiring the City to gain the County's consent to make any modifications to the property but if the County is ready to make a commitment to having the fair there long term then the City would be willing to go back and renegotiate that provision with the County. Commissioner Hanson said for clarification for the record, this has been Commissioner Dale's project and he has had no real comment to move forward with discussing this with Caldwell, per say, to put this plan together. Commissioner Hanson also said we talk about that Caldwell wants the fair to stay in Caldwell, yet their very actions with the current MOU/joint powers agreement, they have vacated the fair's ability to operate in the stadium and multiple other things. Commissioner Hanson also said he has not had the opportunity to read the final draft of this proposed agreement so he cannot make any real decision at this point. Ms. Cope said instead of language saying five years, could the language say something along the lines of "as long as the fair remains on the premises" and eliminate the five years completely. Commissioner Dale said he was trying to touch base with Mayor Nancolas last week, but the last conversation they had Mayor Nancolas had stated his intention is that if certainly after five years if the fair is still there we would want to revisit this issue. Commissioner Dale was hoping to talk with the Mayor about altering that language because he intended it to be something similar to what Ms. Cope suggested. Commissioner Dale said he believes it is clear that the City of Caldwell wants the fair to be there and they are not trying to push the fair out. There is a lot of ground that comes with the charolais barn property and Commissioner Dale believes that this document clears all of this up. Commissioner Dale said the one point of contention is the language dealing with the long term plans for Gabiola Fields and he said Mayor Nancolas was very clear that as long as the fair is held there, he wants them to be able to use that. Gabiola Fields is approximately 12 acres and Mr.

Wesley said in this transfer agreement Caldwell proposes that we have a lease that would be perpetual for the property so the fair can always use it no matter what is on it. The point of contention is the City of Caldwell has agreed that the County can have consent provision for the City to make any changes or improvements to the property for five years. Mr. Wesley said if a building is added or baseball fields are built, the lease still applies and the fair can use the property. Mr. Bailey said that causes the same issues as the stadium where the fair can use it but there are substantial costs incurred to remedy the situation so that it can be used. Commissioner Dale pointed out that there are no plans right now to build anything there and he mentioned that the City has agreed to do a number of repairs on the charolais barn property. Commissioner Hanson said in his opinion the City should have done these repairs over the years and not just because they want to do this swap now. Mr. Lowber said they had discussed that the five year plan really wasn't an option and what he would like to see come out of this is a better relationship between the City and the County overall. He feels that common sense would be to do a perpetual lease without the five year clause and if they do vacate the facility as the home of the fair, the City would get full rights to it. Mr. Lowber does not want to stipulate to the five year restriction. Commissioner Dale would like to have the opportunity to pitch that proposal to the Mayor. Mr. Bailey said he would like to see a copy of the agreement as he has not been able to review it. Commissioner Rule said he thought this was all worked out and clearly it isn't. He would like the City of Caldwell, College of Idaho and the Fair Board to get it finished and then when the agreement is ready they can present it to the Commissioners. Mr. Wesley said we articulated what the terms are and Caldwell has come back and said they will not agree to this one straight out. The idea was to come back here and see how important that was to the overall deal and if there were alternatives, which it sounds like we have the answer to that. Commissioner Rule said there has been some discussion about Canyon County hitting the 200,000 population mark and gave the Fair Board a few documents to review and be aware of. The meeting concluded at 11:31 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 2:09 p.m. for a monthly meeting with the Trial Court Administrator to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Mr. Kessler gave a brief update on the Court Assistance Office; the process is continuing to fill the Magistrate Judge position that will be effective October 1, 2015 and six individuals will be interviewed on August 14; Mr. Kessler said he has purposely

stayed away from the recruitment process for his position as he approaches retirement but he did say the interviews for three individuals will be held September 2; October 16, 2015 will be Mr. Kessler's last day before he begins retirement; Mr. Kessler said he knows the Board has great challenges in getting this budget set. Commissioner Dale asked about possibly delaying the implementation of one of the courtrooms to use it for the Clerk's Office space as a temporary solution. Mr. Kessler said the timing of all of this is what the challenge is, they would be in dire straits if they were considering one of the second floor courtrooms. If Commissioner Dale is referring to a first floor courtroom, there would be a lot more flexibility there but that means the Prosecutor's Office would need to be moved by then as well. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:19 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 2:20 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: Director Bicak said the Board missed the July update due to budget meetings but he brought the report today; Parks, Historic Preservation Commission and the students from College of Western Idaho assisted Idaho Fish and Game in creating a master plan for Map Rock Access; information regarding the recent drowning at Celebration Park; they decided to move the Nampa School District's end of summer field trip to Lake Lowell instead of Celebration Park due to the circumstances; grant information; Director Bicak is always looking at extra-budgetary funding for parks facilities and programs; the 2015 fire season is not letting up as the fire danger ratings have consistently been very high throughout the entire summer; information about the rock (which still needs named) that was deeded by Mark McDonough to Canyon County on July 21; Canyon County's "Alternative Spring Break" is a series of free public workshops of interest and value to citizens and visitors; discussion about the land exchange project with ITD and the City of Nyssa; Idaho Oregon Snake River Water Trail is going to start meeting with the regularly scheduled Southwest Idaho RC&D meetings; *Museum Comes to Life* has been an Idaho State Museum tradition for many years and is back this year; 2016 field trip schedule information; discussion about budgeting for a new tractor as well as keeping the old tractor; and discussion regarding budgeting for a new position. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:41 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING FY2016 TENTATIVE BUDGET FOR PUBLICATION

The Board met today at 2:58 p.m. to consider signing the FY2016 Tentative Budget for publication. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Earlier today the Board had a budget discussion and there were questions raised which will be addressed at this time. Commissioner Dale said he spoke to Zach Wagoner and the proposed budget will result in an estimated levy rate increase of 5%. He was hoping to keep that levy rate increase around 3% so he asked Mr. Wagoner what it would take to do that and he said the salary survey pool would have to be around \$3.4 million instead of \$4 million so Commissioner Dale wants to have a discussion about that. Commissioner Hanson wants to keep the salary pool at \$4 million because we are dealing with years of trying to compensate people within an equalization level not exceeding what's out there. He stands by what was decided earlier today and he's not willing to change that number and if the salary study shows the full \$4 million is not needed then we don't have to spend it. Commissioner Rule said we probably should've had this conversation when the vote was taken earlier today. He said the amount will not change. Commissioner Dale said we didn't have those numbers earlier and it's not a deal breaker he's just saying it's what he would have preferred. Commissioner Hanson is ready to proceed with signing the tentative budget. Mr. Wagoner presented the publication notice for the FY2016 Tentative Budget for Canyon County which includes the budgeted expenditures by office and department and includes the anticipated revenue from sources other than property tax, the amount of property tax dollars to be levied and the associated impacts on the County's fund balances. Commissioner Hanson made a motion to sign the document which contains the numbers relative to today's earlier discussion. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson and Dale voting in favor of the motion and Commissioner Rule voting in opposition. The motion carried by a two-to-one split vote with Commissioner Rule casting the dissenting vote. The meeting concluded at 3:03 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 11, 2015

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

ABSENT: Commissioner Tom Dale - vacation

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$1,750.00 to Vanguard Manufacturing Inc.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$1,710.00 to TCS Uniform and Apparel.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$2,000.00 to Norbryhn Equipment Company.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-030795, 2015-030796, 2015-030797, and 2015-030798.

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 9:35 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 and Craig Hanson, Weed Control Superintendent and Gopher District Director Jim Martell, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: budget information year to date, they have used 67% of the Weed budget and 71% of the Pest budget; Mr. Martell said they sent out 652 Notice to Control Noxious Weeds letters; next week Luke will be helping the Forest Service collect the Spotted Knapweed Weevil in the Idaho City area; they had a weed tour with Southwest Idaho Weed Control Association and 45 people attended last week where they demonstrated with the Phragmite sprayer and also had a drone demonstration; Mr. Martell also plans to mail gopher control letters to those in Canyon County with a gopher infestation. Mr. Martell is hopeful that this will help them to control this nuisance. The Board suggested Mr. Martell review the letter

with the Prosecutor's Office before proceeding. Commissioner Rule said the preliminary budget was approved yesterday and there weren't any changes to Mr. Martell's budget. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:45 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING ADDENDUM NO. 1 FOR CANYON COUNTY COLOR MULTI-FUNCTION PRINTERS, BLACK AND WHITE MULTI-FUNCTION PRINTERS, AND RELATED SERVICES

The Board met today at 10:00 a.m. to consider signing Addendum No. 1 for the Canyon County Color Multi-function Printers, Black and White Multi-functions printers, and related services. Present were: Commissioners Steve Rule and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Leon Samuels, IT Business Analyst Shawn Adamson, IT Admin. Assistant Marlen Salinas, and Deputy Clerk Kelly Martinez. Mr. Samuels said this Addendum basically outlines the questions and answers provided at the proposer's conference as well as the questions which were submitted by two different companies. This is a clarification on those questions and answers just so everybody is clear on what we are looking for with this RFP. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the Addendum No. 1 for the Canyon County Color Multi-function Printers, Black and White Multi-functions printers, and related services. The meeting concluded at 10:02 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 10:02 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 Hanson made a motion to go into Executive Session at 10:03 a.m. pursuant to Idaho Code, Section 74-206(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. Leon Samuels, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 10:40 a.m. with no decision being called for in open session.

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

The Board met today at 10:40 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, Training Coordinator Sean Brown, Administrative Assistant Dawn Gardner, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: 514 pounds of produce have been harvested from the garden since the last meeting; update on the bike project; information about program classes; Hank Garrett is doing a presentation again this year; the school agreement is being reviewed by the Prosecutor's Office; and there was a discussion regarding the budget. At the conclusion of the meeting with Director Jett, the Board said that the meeting to consider signing a request for reimbursement/close-out report for Recreation Boating Safety Grant will be continued from today at 11:00 a.m. to tomorrow August 12, 2015 at 10:00 a.m. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to continue the meeting to tomorrow at 10:00 a.m. The meeting concluded at 10:46 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

THIRD DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 12, 2015

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

ABSENT: Commissioner Tom Dale - vacation

APPROVED CLAIMS ORDER NO. 8-11-15

The Board of Commissioners approved payment of County claims in the amount of \$154,328.32 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$13,275.00 to Pro Vision Inc.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Rachel Jacques, Jairo Rodriguez, Timothy Hood, Marjory Kosbaba, and Kristie Woolsey.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Sockeye Grill & Brewery to be used August 15, 2015 for the Wine Race.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Nampa Wings LLC to be used September 3, 2015 for a wedding.

CONSIDER SIGNING A REQUEST FOR REIMBURSEMENT/CLOSE-OUT REPORT FOR RECREATIONAL BOATING SAFETY GRANT

The Board met today at 10:02 a.m. to consider signing a request for Reimbursement/Close-Out Report for Recreational Boating Safety Grant. Present were: Commissioners Steve Rule and Craig Hanson, Clerk Chris Yamamoto, Controller Zach Wagoner, Lt. Ben Keyes, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Lt. Keyes said this a recreational boating safety grant we applied for in February and with the signing of this document the state will send us a check for \$38,389. We had to match half of that amount from our vessel account. Zach Wagoner said the County receives the funds on an annual basis and Lt. Keyes is correct in that we have expended our 50%. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the request for Reimbursement/Close-Out Report for Recreational Boating Safety Grant. The meeting concluded at 10:04 a.m. An audio recording is on file in the Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 10:04 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 10:05 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (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. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:00 a.m. with no decision being called for in open session.

PUBLIC HEARING – DEVELOPMENT AGREEMENT MODIFICATION FOR ANNETTE COFFMAN

The Board met today at 11:02 a.m. to conduct a public hearing in the matter of a request by Chris and Megan Linkhart, representing Annette Coffman, for an amendment of Condition No. 5 of Development Agreement for Case No. RZ-PH2014-26 to have an additional year to obtain a residential building permit. Present were: Commissioners Steve Rule and Craig Hanson, DSD Director Tricia Nilsson, DSD Planner Christian Samples, Chris and Megan Linkhart, and Deputy Clerk Monica Reeves. Christian Samples gave the oral staff report and advised that staff recommends approval. Megan Linkhart testified in support of the request. No one was present to offer testimony in opposition to the request. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the Findings of Fact, Conclusions of Law, and Order. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve the development agreement once the parties have signed it. Mr. Samples said there are four parties on the applicant side and he will bring the agreement back once it's been signed. The hearing concluded at 11:09 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 11:09 a.m. for a biweekly meeting with the Development Services Department Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Craig Hanson, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Topics of discussion included the following: Budget and permit status: gravel pit and code updates; fee schedule recommended updates; COMPASS Board packet review; and committee updates: COMPASS, VRT, Lake Lowell Ped & Bike Plan, and Vistage. The items discussed were general in nature and did not require Board action. The meeting concluded at 11:26 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER INDIGENT DECISIONS

The Board met today at 11:30 a.m. to consider indigent decisions. Present were: Commissioners Steve Rule and Craig Hanson, Ellen Pitcairn, Indigent Services Customer Service Specialist, and Deputy Clerk Monica Reeves. Ellen Pitcairn read the following case numbers for indigent decision denials into the record: 2015-1326, 2015-1158, 2015-1316, 2015-1034, 2015-1161, 2015-1188, 2015-1172, 2015-1311, 2015-1173, 2015-1050, and 2015-0217. There were no approvals or burials today. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to uphold the denials that were read into the record and sign the documents pertaining to them. The meeting concluded at 11:32 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-030912, 2015-030913, 2015-030914, 2015-030915, 2015-030916, 2015-030917, 2015-030918, 2015-030919, 2015-030920, 2015-030921, 2015-030922, 2015-030923, 2015-030924, 2015-030925, 2015-030926, 2015-030927, 2015-030928, 2015-030929, 2015-030930, 2015-030931, 2015-030932, and 2015-030933.

FOURTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 13, 2015

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

ABSENT: Commissioner Tom Dale – vacation

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Solid Waste Department in the amount of \$4,950.00 to Tucker Material Handling.

CONTINUE MEDICAL INDIGENCY HEARINGS

The Board met today at 8:55 a.m. to go on the record and continue medical indigency hearings. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Sr. Indigent Interview Specialist Kellie George, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to continue the following cases by signed stipulation as follows: Case No. 2015-862 was continued to October 22, 2015 at 9:00 a.m. The proceeding concluded at 8:56 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-828

The Board met today at 9:05 a.m. to conduct a medical indigency hearing for Case No. 2015-828. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant and her spouse, Attorney Matt McGee, Kate Stark from St. Luke's, Sr. Indigent Interview Specialist Kellie George, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to October 22, 2015 at 9:00 a.m. The hearing concluded at 9:22 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-907

The Board met today at 9:27 a.m. to conduct a medical indigency hearing for Case No. 2015-907. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant and his sister, Sr. Indigent Interview Specialist Kellie George, and Deputy Clerk Kelly Martinez. A hospital representative was not present for today's hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to uphold the original denial dated June 3, 2015. The hearing concluded at 9:31 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-845

The Board met today at 9:35 a.m. to conduct a medical indigency hearing for Case No. 2015-845. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant, Cassie Cacioppo from St. Alphonsus, Sr. Indigent Interview Specialist Kellie George, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to September 10, 2015 at 9:00 a.m. The hearing concluded at 9:53 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-825

The Board met today at 9:56 a.m. to conduct a medical indigency hearing for Case No. 2015-825. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant and her mother, Attorney Matt McGee, Kate Stark from St. Luke's, Sr. Indigent Interview Specialist Kellie George, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to October 22, 2015 at 9:00 a.m. The hearing concluded at 10:21 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-952

The Board met today at 10:25 a.m. to conduct a medical indigency hearing for Case No. 2015-952. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant, Attorney Matt McGee, Kate Stark from St. Luke's, Sr. Indigent Interview Specialist Kellie George, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to October 22, 2015 at 9:00 a.m. The hearing concluded at 10:36 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-936

The Board met today at 10:37 a.m. to conduct a medical indigency hearing for Case No. 2015-936. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Kate Stark from St. Luke's Regional Medical Center, Sr. Indigent Interview Specialist Kellie George, and Deputy Clerk Kelly Martinez. The applicant was not present for today's hearing. Upon the motion of Commissioner Hanson 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 10:39 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 10:44 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Steve Rule and Craig Hanson, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Sr. Indigent Interview Specialist Kellie George, and Deputy Clerk Kelly Martinez. Ms. Chadwick recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2015-909 and 2015-748. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 10:45 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 11:02 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 Hanson made a motion to go into Executive Session at 11:03 a.m. pursuant to Idaho Code, Section 74-206(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. Mike Porter, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Deputy P.A. Brad Goodsell arrived at 11:19 a.m. The Executive Session concluded at 11:22 a.m. with no decision being called for in open session.

CONSIDER SIGNING AUTHORIZED SUBDIVISION AGREEMENT UNDER COUNTY GENERAL LICENSE FROM PICTOMETRY INTERNATIONAL CORP. WITH CITY OF CALDWELL

The Board met today at 11:30 a.m. to consider signing an Authorized Subdivision Agreement under County General License from Pictometry International Corp. with City of Caldwell. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Brad Goodsell, GIS Land Records Supervisor Sarah Higuera, and Deputy Clerk Kelly Martinez. Mr. Goodsell said the Board signed an agreement with Pictometry International Corp. and there are some subdivisions in the County who also benefit from its use. Under our agreement with Pictometry, subdivisions within our jurisdiction can use our software and operate under our license agreement and we currently have several agreements in place already. The last agreement with Pictometry was for new imagery with three different fly overs in 2015, 2018 and 2021. This agreement allows City of Caldwell to use the new imagery if they pay for it in the year it is taken. The fee will be \$13,472 for the imagery in 2015, \$14,052 for the imagery in 2018 and \$14,656 for the imagery in 2021. This is a cautionary agreement in exchange for the City to use imagery under our license agreement and there is no financial obligation by the County. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the Authorized Subdivision Agreement under County General License from Pictometry International

Corp. with City of Caldwell. The signed agreement, No. 15-072, is on file with this day's minute entry. The meeting concluded at 11:35 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEET WITH ADMINISTRATIVE DISTRICT JUDGE BRAD FORD TO DISCUSS GENERAL ISSUES

The Board met today at 1:00 p.m. with Administrative District Judge Brad Ford to discuss general issues. Present were: Commissioners Steve Rule and Craig Hanson, Administrative District Judge Ford, and Deputy Clerk Monica Reeves. The following topics were discussed: A new magistrate judge will be selected tomorrow; there are three candidates who made the short list for the Trial Court Administrator (TCA) position: Keith Johnson, Cheryl Stone, and Doug Tyler, the interviews are expected to take place in early September with a candidate chosen at that time so they can work with Dan Kessler to gain his knowledge and make a smooth transition; case flow management plans are still in process; the status of the courthouse remodel project; and the closing of the Nampa annex. Judge Molly Huskey is going to the Court of Appeals this month so Judge Ford has met with the TCA, the Court Operations Manager and the judiciary to devise a plan for covering her caseload because it will be four months before an appointment is made. The meeting concluded at 1:13 p.m. An audio recording 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 1:33 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. Topics of discussion included the following: waste amounts are up 10.16% in July and FY to date waste is up 6.1%; update on the Pickles Butte Landfill Status Report project; they upgraded to new computers in the lower scale house; beginning integration with the County IT Department; upgrading the bumpers/railings at the upper scale house; discussion regarding the sole source procurement process for the new loader; Director Loper has been working with Miller Creek Aerial Mapping to do aerial photographic mapping; discussion regarding the Wood Waste Removal Contract which was recently submitted to the Prosecutor's Office for review; Department of Agriculture will be out at the landfill for another pesticide collection on September 30; Director Loper will be out of the office next week; and budget discussion. The items discussed were general in nature and did not require Board action. The

meeting concluded at 1:51 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

FIFTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 14, 2015

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

ABSENT: Commissioner Tom Dale - vacation

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Victors LLC dba Victors Hogs and Horns to be used August 15, 2015 for a fundraising event.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$1,923.00 to Integrity Audio Visual.

SIXTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 17, 2015

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

ABSENT: Commissioner Tom Dale - vacation

APPROVED CLAIMS ORDER NO. 8-25-15

The Board of Commissioners approved payment of County claims in the amounts of \$76,716.35, \$74,664.33, \$95,413.72 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Jonathan McCabe.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,249.56 to Chem-Aqua.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,500.00 to Heartwood Tree Care.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Steve Rule and Craig Hanson, Facilities Manager Paul Navarro, PIO Joe Decker, Admin. Specialist Jenen Ross, and Deputy Clerk Kelly Martinez. Ms. Ross left at 8:40 a.m. Joe Decker reported on the following communication issues: budget hearing information will be put on the website; logic and accuracy test will be done on Thursday for the Elections Office; CGI Communications research; inquiries from Friday regarding criminal activity; discussion regarding the employee appreciation BBQ. Paul Navarro reported on the following facilities issues: update on the roof project; courthouse remodel update and the third floor is 75% complete; request from Lake Lowell regarding a break in the concrete outside the restroom area; the budget hearing will be held in the public meeting room in Administration Building; and information regarding the sewer line relocation project. Commissioner Rule said we are going to put a line item in the budget for the jail construction and there are certain dollars that are available that we can start putting in that so there will not be any confusion when it is time to pull the trigger on that project. Commissioner Rule said the Board is probably going to hire a financial advisor to see what money is available or not. There was also

discussion regarding a large wildfire burning in Owyhee County. The meeting concluded at 8:52 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING NOTICE OF RENEWAL FOR 1614 INDUSTRIAL WAY, STE. 101, CALDWELL, IDAHO 83605

The Board met today at 9:02 a.m. to consider signing a Notice of Renewal for 1614 Industrial Way, Ste. 101 in Caldwell, Idaho 83605. Present were: Commissioners Steve Rule and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Kelly Martinez. Mr. Laugheed said this is for the storage facility that the County has at Industrial Way and the item being considered today is the execution of a letter exercising option #2 pursuant to the underlying lease. The Board will just be signing the letter today and the contract will come back before the Board to be signed. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the Notice of Renewal for 1614 Industrial Way, Ste. 101 in Caldwell, Idaho 83605. The meeting concluded at 9:04 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 9:04 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 9:05 a.m. pursuant to Idaho Code, Section 74-206(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 Kelly Martinez. The Executive Session concluded at 9:31 a.m. with no decision being called for in open session.

JOINT MEETING AS BOARD OF COUNTY COMMISSIONERS AND AMBULANCE DISTRICT AND TO CONSIDER SIGNING TEMPORARY AND INTERIM AGREEMENT AUTHORIZING NON-EMERGENCY INTER-FACILITY AMBULANCE SERVICE WITH IDAHO CARE EMERGENCY MEDIAL SERVICE, INC.

The Board met today at 9:39 a.m. for a joint meeting as the Board of County Commissioners and the Ambulance District and to consider signing a temporary and interim agreement authorizing non-emergency inter-facility ambulance service with Idaho Care Emergency Medical Services, Inc. Present were: Commissioners Steve Rule and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Ambulance Deputy Director Michael Stowell, Ambulance Admin. Specialist Cindy Fullerton, and Deputy Clerk Kelly Martinez. Mr. Laugheed said several months ago the Board sitting as both the Board of County Commissioners and the Ambulance District received a complaint filed in Federal Court on behalf of Idaho Care Emergency Medical Services, Inc. The Board, in both capacities, tendered that complaint to the insurers. Idaho Counties Risk Management Program (ICRMP) assigned Attorney Kirt Naylor to represent the interests of the County and the Ambulance District in this matter. In the course of responding to it, Mr. Naylor and counsel for Idaho Care Emergency Medical Services, Inc. have agreed to execute this temporary interim agreement to allow Idaho Care Emergency Medical Services, Inc. to conduct certain ambulance services in Canyon County while the case is making its way through the court system. This is a temporary agreement that makes it clear what the complaint is, what our argument is, and says that the purpose is to mitigate potential damages, if any, that may accrue during the pending litigation and nothing in this agreement is intended to concede that there are damages that actually exist, but if there are, allowing them to provide certain ambulance services would mitigate any damages that might exist. The posture of the case is, Kirt Naylor on behalf of the County and Ambulance District, has filed a motion in the Federal Court for the Supreme Court of Idaho to review some legal matters and we don't yet know the disposition of that. This agreement has not yet been signed by Idaho Care Emergency Medical Services, Inc. but this is the agreement that is final in so far as Mr. Naylor is concerned. If Idaho Care Emergency Medical Services, Inc. refuses to sign this particular agreement than the Board's signature will be void and not binding. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the temporary and interim agreement authorizing non-emergency inter-facility ambulance service with Idaho Care Emergency Medical Services, Inc. as well as exhibit one subject to execution by Idaho Care Emergency Medical Services, Inc. The signed agreement, No. 15-078, is on file with this day's minute entry. The meeting concluded at 9:46 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING RENEWAL OF WOOD WASTE REMOVAL CONTRACT FOR PICKLES BUTTE SANITARY LANDFILL

The Board met today at 10:04 a.m. to consider signing the renewal of the Wood Waste Removal Contract for the Pickles Butte Sanitary Landfill with Enviro-Progress, Inc. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Brad Goodsell, and Deputy Clerk Kelly Martinez. Mr. Goodsell said the landfill has had this contract with Enviro-Progress, Inc. to remove some of the wood waste from the landfill and this is a renewal. He has made some provisions but the price we are paying has not changed, it is still \$25.70 per ton of wood waste removed. The contract automatically renews unless the price changes at some point. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the Wood Waste Removal Contract for the Pickles Butte Sanitary Landfill with Enviro-Progress, Inc. The signed contract, No. 15-073, 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.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#15-134 Chipotle Mexican Grill of Kansas LLC dba Chipotle Mexican Grill #2508

WEEKLY MEETING WITH THE INTERIM DIRECTOR OF INFORMATION TECHNOLOGY TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:17 a.m. for a weekly meeting with the Interim Director of Information Technology to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Craig Hanson, Interim Director of Information Technology Don Brown, IT Business Analyst Shawn Adamson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: discussion regarding issues with the tracking of registered mail; Secure the Human training is going well so far; update on the IT reorganization status; personnel updates; IT staff is in contact with the new IT Director for PC setup; information regarding a virus incident on August 14 which has been remediated by IT. The fire alarm was activated and the building was evacuated which ended the meeting. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:26 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SEVENTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 18, 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 Alexa Perkins and James Vavrek.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Prosecutor's Office in the amount of \$12,352.90 to Henriksen Butler Design Group.

OFFICIAL OATH FILED

The Board filed an Official Oath for Natalie Kelpin and Amanda Roehrig in today's minutes.

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

The Board met today at 8:31 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, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Ms. Catalano said they recently purchased a 2015 Ford Explorer which was purchased with lottery funds for the juvenile probation fleet; discussion regarding lottery funding and based on the amount received she has agreed to pay for the Juvenile Prosecutors and several of her staff members to attend a Sexual Offender Conference in Canada. There was also discussion regarding the difficult cases they have had recently and juveniles that are coming back to our community that were committed elsewhere. The items discussed were general in nature and did not require

Board action. The meeting concluded at 8:38 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 8:46 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Human Resources Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Director Eiband said she is working on the compensation project and last week she spent time working with Elected Officials and Department Administrators on the project; Mike Swallow will be here for a meeting tomorrow for which she has invited the Elected Officials to attend; in regards to the performance component, she has the funding for it and would like to purchase it. Commissioner Hanson is in favor of this performance evaluation piece and said the County has never been able to do true merit because we have never had a functional program that evaluates job performance that is consistent. Director Eiband would like buy-in from the Elected Officials that they will actually use it and commit to it. There was also discussion regarding where we will be pulling salary survey information from as well as information about the appeals panel. Director Eiband said they are still working on the ADP migration and she is now looking at doing online benefit registration. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:00 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 9:00 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:01 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session.

The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Deputy P.A. Mike Porter arrived at 9:10 a.m. The Executive Session concluded at 9:32 a.m. with no decision being called for in open session.

CONSIDER ORDINANCE DESIGNATING THE CANYON COUNTY FAIR BOARD AS AN ADVISORY BODY; CONSIDER ADOPTING CANYON COUNTY FAIR ADVISORY BOARD BYLAWS

The Board met today at 9:36 a.m. to consider signing an ordinance designating the Canyon County Fair Board as an advisory body and to consider adopting the Canyon County Fair Advisory Board Bylaws. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Fair Administrator Rosalie Cope, Fair Board Chairman Laren Bailey, and Deputy Clerk Monica Reeves. Commissioner Rule said at a previous meeting the Board gave the fair board members some documentation pertaining to how Canyon County's population has grown to over 200,000 and when that happens it might change a few things. Laren Bailey said the rest of the fair board would have liked to attend today's meeting but some are out of town and others are busy with harvest. Commissioner Hanson said the Board just wants to have a discussion, a decision will not be made today. Sam Laugheed said the Board of Commissioners doesn't have any interest in taking over the day-to-day operation of the fair but with the population over 200,000 as contemplated by the statute it wants to have final authority over the budgetary items and over the policy items. Most of the things the fair board does has to do with the direct operation of the fair which is something the Board would still count on but the final authority for financial matters, contracts, and final accounting for the policy decisions that the County has to be accountable for that would rest with the Board upon recommendation from an advisory board. Mr. Bailey asked if the Board wants to see every small contract and invoice the fair board deals with on a daily basis. Rosalie Cope asked if her staff will still be responsible for bookkeeping or will it be handled by the Auditor's Office. The Board does not want to see every \$50 contract the fair deals with but it was suggested that Ms. Cope and her staff meet with Zach Wagoner to go over the accounting items. Mr. Laugheed said it would be the same as many of the Board's other departments where directors have independent authority to take care of their day-to-day business but they are accountable to the Board as opposed to accountable to another unilateral authority board and the Board of Commissioners. With the change Ms. Cope would report more directly to the Board than she has in the past. Commissioner Rule would like Ms. Cope to obtain information on how other counties and fair boards make this work so that it can be discussed at the next meeting. He said this is not a matter of control, it's a slight change in policy to help with the administration and philosophical problems that get

out of skew. Mr. Laugheed said broad language was left in the ordinance and bylaws in order to incorporate flexibility but we can incorporate specific details if need be. Mr. Bailey asked if the fair board may present what it thinks would work well. Commissioner Hanson said the Board will welcome any thoughts and ideas from the fair board. Mr. Laugheed said the bylaws have minor revisions, such as changing the Fair and Festival Manager title to Fair Director, as well as making it clear that it's not with the advice and consent of the Board of Commissioners, instead it's just the Board of Commissioners with the fair board making recommendations. It would be the director working for the Board with the assistance of an advisory board. Commissioner Hanson said his position is still strong with the concept of the agri-plex and the fair moving to the property on Highway 20-26. Commissioner Rule wanted to discuss a personnel issue so the Board went into Executive Session as follows:

EXECUTIVE SESSION - DISCUSS A PERSONNEL MATTER

Commissioner Hanson made a motion to go into Executive Session at 9:53 a.m. pursuant to Idaho Code, Section 74-206(1) (b) to discuss a personnel matter. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Fair Administrator Rosalie Cope, Fair Board Chairman Laren Bailey, and Deputy Clerk Monica Reeves. Deputy P.A. Leon Samuels arrived at 9:57 a.m. The Executive Session concluded at 10:01 a.m. with no decision being called for in open session.

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

OPEN PROPOSALS FOR THE CANYON COUNTY COLOR MULTI-FUNCTION PRINTERS, BLACK AND WHITE MULTI-FUNCTION PRINTERS, AND RELATED SERVICES

The Board met today at 10:02 a.m. to open proposals for the color multi-function printers, black and white multi-function printers and related services. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Interim IT Director Don Brown, IT Business Analyst Shawn Adamson, and Deputy Clerk Monica Reeves. The following companies submitted proposals:

Konica Minolta Business Solutions
1300 S. Maple Grove
Boise, ID 83709
Received: August 18, 2015 at 8:58 a.m.

Xerox Corporation
5500 W. Kendall St.
Boise, ID 83706
Received on August 17, 2015 at 3:39 p.m.

Valley Office Systems
5461 Kendall Street
Boise, ID 83706
Received: August 18, 2015 at 9:05 a.m.

Allied Business Solutions
10394 W. Emerald
Boise, ID 83704
Received: August 18, 2015 at 9:06 a.m.

Boise Office Equipment
330 N. Ancestor Place
Boise, ID 83704
Received: August 18, 2015 at 9:49 a.m.

Ricoh America's Corporation
800 S. Industry Way, Suite 150
Meridian, ID 83642
This proposal was received on August 18, 2015 at 10:06 a.m.,
the deadline was 9:59 a.m.

The proposals are on file with this day's minute entry. The meeting concluded at 10:14 a.m. An audio recording 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 2:47 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Public Defender Tera Harden, a local attorney, and Deputy Clerk Monica Reeves. Ms. Harden reported on year-to-date budget information. The department is at \$2.465 million and the total annual budget for the year is \$3.3 million. As far as internal office expenditures they are on track and properly budgeted for salaries and expenditures for the remainder of the year. She is concerned about conflict cases because so far this year she has spent \$145,251 on conflict counsel. One lawyer that causes her concern is Mr. Yarbrough because she does not send cases to him; the amount paid to him was approved by the Trial Court Administrator's Office and it's an incredibly high number for somebody that doesn't get weekly appointments through her office. The total amount paid to temporary public defenders is \$168,918.04. This year the amount paid to outside counsel is over \$300,000 and that's something that depends on the number of conflict cases and the complexity that can cause those numbers to rise. Misdemeanor lawyers are spending on average well over 2,000 minutes a week on their cases and most felony lawyers are spending well over 2,500 minutes per week which averages out to over 50 hours a week. As of today they have 122 open paper files, but they are working on converting those into Justware. They have a total of 2,993 open cases including paper and hard files in Justware. CPA cases on average last a minimum of 18 months and so that number will continue to grow. They just started tracking mental competency cases about three months ago and on average they are getting 25 involuntary hospitalizations per month. Ms. Harden spoke about the very high caseload and said her office is on track to have close to 7,000 cases this year. A request was made to go into Executive Session to discuss a personnel matter as follows:

EXECUTIVE SESSION - DISCUSS A PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Hanson made a motion to go into Executive Session at 3:01 p.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss a personnel matter and records exempt from public disclosure. 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, Public Defender Tera Harden, and Deputy Clerk Monica Reeves. The Executive Session concluded at 3:37 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.

EIGHTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 19, 2015

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

ABSENT: Commissioner Steven J. Rule, Chairman - vacation

APPROVED CLAIMS ORDER NO. 8-25-15

The Board of Commissioners approved payment of County claims in the amounts of \$100,152.40 and \$145,834.40 for accounts payable.

APPROVED CLAIMS ORDER NO. 1523

The Board of Commissioners approved payment of County claims in the amount of \$1,266,115.50 for a County payroll.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$11,220.00 to WCP Solutions.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$15,470.00 to WCP Solutions.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Albert Rivera, Paul LaGrone, Parker Gebhardt, Maria Menchaca, and Michael Mowry.

INDIGENT DECISIONS

The Board met today at 8:33 a.m. to consider indigent decisions. Present were: Commissioners Craig Hanson and Tom Dale, Indigent Services Director Michele Chadwick, and Deputy Clerk Monica Reeves. Director Chadwick said there are a number of cases which require the Board to make an initial determination. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to follow the recommendation of the Indigent Services Director and approve the following cases: 2015-1344 and 2013-0344. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to deny the following cases: 2015-1342, 2015-1197, 2015-1202, 2015-1199, 2015-1204, 2015-1345, 2015-1198, 2015-1223, and 2015-1190. The meeting concluded at 8:35 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-031830, 2015-031831, 2015-031832, 2015-031833, 2015-031834, 2015-031835, 2015-031836, 2015-031837, 2015-031838, 2015-031839, 2015-031840, 2015-031841, 2015-031842, 2015-031847, 2015-031848, 2015-031843, 2015-031844, 2015-031845, and 2015-031846.

LEGAL STAFF UPDATE

The Board met today at 9:02 a.m. for a legal staff update. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Zach Wesley said Tom Bicak has asked how the Board is going to deal with the Historic Preservation Commission's list of recommendations for funding for 2016. The Board will put the matter on its agenda for discussion because there are some questions on some of the funding requests. Mr. Wesley left at 9:05 a.m., at which time the Board went into Executive Session as follows:

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

Commissioner Dale made a motion to go into Executive Session at 9:05 a.m. pursuant to Idaho Code, Section 74-206(1) (d) to discuss records exempt for public disclosure and attorney-client communication. 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, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:15 a.m. with no decision being called for in open session.

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

MEETING WITH MIKE SWALLOW FROM PS&S TO DISCUSS ORGANIZATIONAL
COMPENSATION PHILOSOPHY AND PAY STUDY GUIDELINES

The Board met today at 10:00 a.m. with Mike Swallow from Personnel Systems and Services (PS&S) to discuss the organization compensation philosophy and pay study guidelines. Present were: Commissioners Craig Hanson and Tom Dale, Mike Swallow from PS&S, HR Director Jeannine Eiband, Treasurer Tracie Lloyd, Chief Deputy Treasurer Nancy Seal, Chief Deputy Sheriff Marv Dashiell, Chief Deputy Assessor Joe Cox, Trial Court Administrator Dan Kessler, Controller Zach Wagoner, Interim IT Director Don Brown, HR Administrative Supervisor Michelle Britain, and Deputy Clerk Monica Reeves. Assessor Gene Kuehn arrived at 10:23 a.m. Jeannine Eiband said this is a follow-up meeting to last month's meeting with Mike Swallow and to see how we've developed with the study so far. She addressed the following questions from employees: There is concern whether the study will be accepted and implemented, but with the Board's approval of the \$4 million for FY2016 she is confident in saying it will be implemented. Commissioners Hanson and Dale said she is correct. Employees were concerned with what would happen on October 1st versus paid any additional income December through January. She said the Board has also addressed that by approving the 2% cost of living adjustment (COLA) that will go into effect October 1st. Mike Swallow reviewed the employee performance software tool that fits with the compensation tool we are currently using. It will give a performance score that could be tied back to any kind of merit increase that's approved for that year. Supervisors and managers can use the tool to make observations about employees and what they do on a day-to-day basis, it can be used for documentation purposes, it can be used to

associate it with a level of performance that's already attached to a behavioral anchor, and it can build performance objectives. Mr. Swallow gave a 30-minute demonstration on how the tool works. The tool will produce a performance score, the weighted value and the employees' score and the evaluator's score. Ms. Eiband said managers have been asking when we're going to evaluate the worth of the employee and not just the worth of the job. The worth of the employee is built into this system which is the next step but there's no sense purchasing the system if it's not something that will be used. Commissioner Dale said one of the things that is a danger in the performance evaluation process is it can become perfunctory with little interaction between the supervisor and employee so it's important that there is discussion between the supervisor and the employee. Commissioner Hanson said we're trying to establish what the job is worth, we are not to the point of evaluating the employee's worth and that's where the tool gets put into play. If the Board decides to purchase the tool there needs to be a commitment to using it. Ms. Eiband said these processes are always subjective because in the end you are assigning a score but it does take some of the subjectivity out of it because you can hone down on the specific skills for your job and you can put values and weights to those. If merit pay is approved there would be a method to assign it depending on the value score the employee received and it will also help us with budgeting. Dan Kessler said there is a lot of potential but it will take a robust training program to implement it with supervisors and with employees so they fully understand the process and can participate effectively. Ms. Eiband said the goal with purchasing this product would be to get the training and the work done in the next six months and then it will be available to use for evaluations in late spring early summer next year in preparation for budget and that would be effective for the FY2017 budget for merit increases. Marv Dashiell spoke about how the Sheriff's Office moved away from the general evaluation forms years ago and they now use a matrix specific to law enforcement that allows a better sense of what the employees are doing. He sees some benefits to the evaluation tool but is concerned that it will be more time intensive than what they're currently using. Commissioner Dale said even if the Sheriff's Office determines that what they're using right now is adequate and serves their purposes it would still make sense to bring in half of the employee base into an evaluation system. Ms. Eiband said there has been an issue with inconsistency across the County over what type of evaluation tool managers are using and it's unfortunate because they have been mediocre or substandard in some cases. She said the rest of the County could proceed with the tool but then we'll have half of the employees receiving a score that's computed out of this system so there'd have to be a way to get the Sheriff's scores to coincide with the scoring system. ADP has a performance evaluation tool in it but the problem is their factors are set in stone with a limited number of factors; there's no authority or autonomy to make changes. Personally she doesn't think the ADP tool is a good option for the County. Zach Wagoner asked how scores would be compared if departments can have different factors. Ms. Eiband said it will be specific to your

department. The final scores that are developed will equal same dollars Countywide; a 3.7 in one office will be a 3.7 for others but it will be based on different factors. The scores are weighted so it will be equal across the County. She said Mr. Swallow is proposing with the compensation tool to move away from salary grades. There will no longer be an E1 or N7, for example, each individual job description will have its own salary range depending on its market value. Commissioner Hanson said the Board needs to decide whether to purchase the tool it needs buy-in from the elected officials and department heads so he asked if there is any opposition to the tool at this point. No one voiced their opposition. The initial output would cost \$15,000. Ms. Eiband wants to look into a two-week demo so elected officials and department heads can look at the evaluation tool and then she will meet with Board in mid-September but she will solicit feedback before that so the Board knows what decision to make. The next item of discussion pertained to where we want to pull salary market data. According to Ms. Eiband, PS&S already has a lot of comparable data and she has some funding set aside to purchase some salary surveys for specific industries. Mr. Swallow said we should shoot for the moon and get as much as we can inexpensively. He also said the data collected a year ago is a good starting point on the local players and we can contact them and get their updated numbers. Ms. Eiband said if we look at our number one competitors they will be in Ada County or Nampa. She asked if there are any industries where we need to go outside of the Treasure Valley or the state for comps. Chief Dashiell said it needs to be job specific, for example, Snake River Corrections hires detention deputies for much higher salaries than the County offers. Commissioner Hanson said it is part of our regional area and it makes sense to use that in the overall picture. Commissioner Dale said in IT we are not only competing with government jobs but with private industry and that would probably be the same for attorneys, finance, and HR areas. Also discussed was the proposed appeals process. Commissioner Dale said it's more appropriate to talk about a position review committee rather than an appeals process because the word "appeals" implies something wrong has been done. Gene Kuehn agreed and said it should not be appeals process, but rather a review process. His concern is that the job descriptions have been established but now an employee can say they don't like the job description. Ms. Eiband said the idea is that after all work is done and we're at the end of the process and dollars have been assigned, jobs will have a ranked value assigned to them so this will be opportunity for an employee in the job to come to a review panel and say my job is ranked here, but did you fully consider that I'm actually supervising two departments not one, for example. It provides an opportunity to re-evaluate the job duties that were given a point value, it is not intended - although she thinks it will turn into an issue where somebody is upset about their pay. Mr. Kuehn said that is his point. Mr. Swallow said these perspectives are a natural evolution of experience with the idea of reviews and appeals the committee idea typically is used as a standing committee or ad hoc. If it's a natural process when you open the door for changes in job

descriptions and if there's a process built that it has to follow from the employee to the supervisor to the department head and it doesn't go beyond that until it gets a blessing internally then the department head might be the one presenting the question about the job's value and structure. They could appeal and have the employee come with them but the ownership or recommendation stays with management. Mr. Kuehn asked how the committee members will know what his employees' jobs consist of. Ms. Eiband said Mr. Kuehn is right and the reality is the three committee members are not going to know if a job description should be changed or not and it would make more sense to give a period of a week where employees can approach their own elected officials about deficiencies and if they feel it's a valid response the elected official could come back to HR and ask about making a change. If we don't do that then her recommendation is we don't do one because it gives the employee the authority to say they don't like their job description. Mr. Kuehn said if an employee has been graded up in their evaluation and deserves merit he will reward for that but he is not going to change a base job description. Commissioner Hanson said this is collective bargaining situation. We have vetted all of the job descriptions, and our employee manual says the employee has the ability to take it through their chain of command. He does not want to be in the position of taking away the elected officials' constitutional and statutory authority and that's, potentially, where this system could be going. Also, when an employee comes to work here we agree to give them a salary and we agree that if they are doing a good job we will increase their salary. He doesn't think the appeals process is appropriate at this time as there are mechanisms in place for that and he is counting on all supervisors from the lowest level all the way through to do what's appropriate. He said if a job description changes that's when the elected official brings it to HR or if HR is aware of it they can talk about reestablishing it. Commissioner Dale said that's a valid point and the other part of this is what we are doing with PS&S, it's a data-based data-driven market analysis of what job descriptions pay around the area and if we start fiddling with that based on an emotional response of someone who thinks they should be paid more it will undermine the value of a data-based analysis. He is not convinced the appeals process/review committee is something we need. Chief Dashiell agrees with Mr. Kuehn's comments and he is not in favor of restructuring or re-identifying a job description to a specific person. Baseline job descriptions were established and merit is the opportunity in that; a lot of job descriptions currently indicate other tasks as assigned and this committee would tend to be more of an argument over pay level than truly what the purpose is. Ms. Eiband said job descriptions are fluid and intended to be reviewed and updated each year and had we not gone through the exhaustive process last year reviewing job descriptions then she could better see a review period but we've done that, we've had somewhat of an informal review period because we have been dealing with employees that have been upset about their job descriptions. She has no problem not entertaining the appeals process idea. She asked if anyone disagrees with that, but no one spoke up. Mr. Swallow said the process you are going through right

now is mitigating, if not eliminating, in this first year any of that happening because you are going so thoroughly through the job valuation instrument. PS&S has identified where there was insufficient information and the need for clarification that would allow for points to be applied differently than he did initially. That's the fine tuning and once that's done we should be over the hurdle. Ms. Eiband said the next steps will be to complete the compensation meetings and go over the evaluation tool with each elected official and department head and review the initial valuation scores that Mr. Swallow has applied to each position. Once that is done next week she will turn the data over to Mr. Swallow and then he will apply salary and market data to the positions. Mr. Swallow said ideally the whole thing could be finished in a couple of months if all goes smoothly. Ms. Eiband said she had a concern of what if we are pulling from markets that aren't really representative of where we're at but Mr. Swallow explained that it doesn't matter how much data you have, by the time you extrapolate down to your job and market area it takes into consideration your cost of living differences and if you were to take out all of these bigger cities out of it you won't see much change in what the final result was in the first place. Mr. Swallow said the rank and file jobs won't be influenced much by the geography and locality but the executive jobs could be so they will be on the radar for those. Commissioners Hanson and Dale want elected officials included in the study. Ms. Eiband said they have been included. The meeting concluded at 11:45 a.m. An audio recording is on file in the Commissioners' Office.

NINTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 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 Amanda Howard.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Fleet Department in the amount of \$32,673.54 to CDW-G.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$4,980.00 to Wall 2 Wall Floor Coverings.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$7,500.00 to Western Building Supply.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$7,188.03 to Idera.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE, SECTION 74-206(1) (B) TO DISCUSS CONFIDENTIAL ISSUES INVOLVING SPECIFIC PERSONNEL

Commissioner Dale made a motion to go into Executive Session at 10:30 a.m. pursuant to Idaho Code, Section 74-206(1) (b) to discuss confidential issues involving specific personnel. 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, an interested citizen, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:27 a.m. with no decision being called for in open session.

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

Note for the record: As properly noticed the Board met today at 11:29 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/imminently likely litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 11:30 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 11:45 a.m. with no decision being called for in open session.

TENTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 21, 2015

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Steven Fielding and Andrew Pluskal.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-032480, 2015-032481, 2015-032482, 2015-032483, and 2015-032484.

CONSIDER SIGNING DEVELOPMENT AGREEMENT MODIFICATION, CASE NO. RZ-PH2014-26

The Board met today at 8:48 a.m. to consider signing a Development Agreement Modification for Case No. RZ-PH2014-26. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Planner Christian Samples, and Deputy Clerk Kelly Martinez. Mr. Samples said the Development Agreement is for Annette Coffman and the only change in conditions is the timeline was extended one more year. Mr. Samples said the applicants have met all their other conditions other than obtaining the building permit within one year. Commissioner Hanson made a motion to sign the

Development Agreement Modification for Case No. RZ-PH2014-26. 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 sign the Development Agreement Modification for Case No. RZ-PH2014-26. The motion carried unanimously. The signed agreement, No. 15-070, is on file with this day's minute entry. The meeting concluded at 8:50 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING AGREEMENT BETWEEN SOUTHWEST IDAHO JUVENILE DETENTION CENTER AND CALDWELL SCHOOL DISTRICT

The Board met today at 9:32 a.m. to consider signing an agreement between Southwest Idaho Juvenile Detention Center and Caldwell School District. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Juvenile Detention Director Steve Jett, and Deputy Clerk Kelly Martinez. Director Jett said this agreement is just for educational services. The IDAPA rules state that if a detention center falls within a school district's boundaries they have to give the education program. The Caldwell School District has instituted this agreement just for Title I requirements from the federal government to receive funding. Director Jett said basically we agree to furnish the building and some support however no money changes hands. Mr. Wesley said this is pretty straight forward and it is just a memorialization of different obligations and roles in having the School District at the Detention Center that they are going to use to support their application for Title I funding. Commissioner Hanson asked for clarification on what the terms "LEA and N or D Facility" mean. Mr. Wesley said the Detention Center is the "N or D Facility" and Director Jett said "LEA" stands for Local Education Agency. Commissioner Dale made a motion to authorize signing the agreement between Southwest Idaho Juvenile Detention Center and Caldwell School District. Commissioner Hanson seconded the motion and it carried unanimously. After reviewing the signature page, there is only a designated area for Director Jett's signature. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to authorize Director Steve Jett to sign the agreement. The signed agreement, No. 15-074, is on file with this day's minute entry. The meeting concluded at 9:38 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING AMENDMENT NO. 1 TO FOOD SERVICE AGREEMENT
BETWEEN CANYON COUNTY AND CBM MANAGED SERVICES

The Board met today at 9:45 a.m. to consider signing Amendment No. 1 to the Food Service Agreement between Canyon County and CBM Managed Services. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Sheriff Kieran Donahue, Captain Daren Ward, and Deputy Clerk Kelly Martinez. Sheriff Donahue said this is within our contract with CBM and is an expected increase in their fees for food service and it is a modest increase based on consumer price index score of inflationary cost for food. Captain Ward said there is a maintenance agreement with CBM which was set at five cents per tray last year and we have increased that to six cents which appears to cover everything. There was a clerical error found on the signature page of the agreement where the incorrect facility was listed. Commissioner Dale made a motion to authorize the Commissioners and the Sheriff to sign this contract once it is returned with the proper documentation of the Canyon County Jail facility. Commissioner Hanson seconded the motion and it carried unanimously. Sheriff Donahue said he will bring back a corrected version with a signature page for the Board to sign. The signed agreement, No. 15-075, is on file with this day's minute entry. The meeting concluded at 9:50 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING WITH JAMES SCHMERER FROM ALSIP AND PERSONS FUNERAL
CHAPEL TO DISCUSS INDIGENT CREMATION

The Board met today at 10:03 a.m. for a meeting with James Schmerer from Alsip and Persons Funeral Chapel to discuss Indigent cremation. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, Indigent Services Interview Specialist Kelli Brassfield, Indigent Services Interview Specialist Angela Papa, Jim Schmerer from Alsip and Persons Funeral Chapel, John Yraguen from Nampa Funeral Home, Michael Valencia from Zeyer Funeral Chapel, Allen Kerrick from Dakan Funeral Chapel, and Deputy Clerk Kelly Martinez. Jonathan Yearsley from Flahiff Funeral Chapels and Crematory arrived at 10:05 a.m. Mr. Schmerer said they work with the County on a regular basis with Indigent Services Department on burial or cremation and asked about the process that takes place in dealing with these requests. Mr. Schmerer said usually the applicants are referred to the County by the funeral homes and if they are approved by the County then they will go ahead and make the arrangements for the cremation. Often times those are only approved in part so if there is a dependent member of the family there will be \$255 that comes from the Social Security Administration that will be deducted from the \$800 that is paid to the funeral home. If there are Veterans benefits or another type of benefit, that will be deducted as well. Mr. Schmerer said that a

couple of the challenges they are having when dealing with indigent households is first off simply the price. It is his understanding that the last adjustment was made in 1997. Mr. Goodsell said he believes there was an increase since then when it went from \$675 to \$800 and he believes it was in Fiscal Year 2012. Director Chadwick clarified that the last resolution was signed in 1997 but the last price change was in 2012. Mr. Kerrick asked what caused the increase at that time. Director Chadwick said she believes someone took it before the Board. Mr. Schmerer said it was his understanding that the amount was decided based on that it was the lowest price cremation available at the time, however today the lowest price of cremation is \$1,170 in Canyon County. There was discussion regarding the lowest price of cremation in Canyon County as well as Ada County. Commissioner Rule asked what price they are proposing to the County. Mr. Schmerer said they are requesting \$1,170 which is the lowest price available in Canyon County. Mr. Schmerer said some of the other challenges are there are some deductions that come from that \$800 because it is very common to have benefits such as Social Security or Veterans deductions. Mr. Schmerer would also like whatever number is settled on to either be accepted or rejected so, pay it in full or pay nothing and either they qualify or they don't qualify. Director Chadwick said this has been a policy that has been in place for some time and it is a struggle. She said we try to do as much as we can by verifying the funds due and owing to the deceased individual. Mr. Schmerer said in the Idaho statutes it points out all of the powers that are available to the County that they just don't have to be able to collect those funds, such as liens and up to the point you can have them work for the County for minimum wage. Mr. Goodsell said in defense of the practice medical indigency has been using, as Director Chadwick has indicated, this has been a practice that has been going on for years and in 2012 the industry went to the legislature and some changes were made. Mr. Goodsell said we have looked at the second issue about partial payments and advised the Board that the law now requires the County to make the full payment if we are going to make a payment. The County is not statutorily to be the debt collector either, so if they are not eligible there are ways for the funeral homes to collect that. Commissioner Dale asked if there needed to be a motion to that effect. Mr. Goodsell it is just a practice, so the Board can just give direction to the Indigent Services Department to change their practice to conform to what we are talking about. Commissioner Rule said the issue is then, what the "in full" amount is and he is comfortable at \$900. Commissioner Dale said if we can't go to \$1,170 then he would like to adjust it to a minimum of \$1,000. Commissioner Hanson said he doesn't have any numbers in front of him that says "this is what it costs". Commissioner Dale made a motion to change the rate to \$1,000. Commissioner Hanson seconded the motion and it carried unanimously. The Board asked Mr. Goodsell to prepare a resolution with the Board's decision. The meeting concluded at 10:44 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER CANYON COUNTY HISTORIC PRESERVATION COMMISSION'S AWARD RECOMMENDATIONS

The Board met today at 11:01 a.m. to consider Canyon County Historic Preservation Commission's (HPC) award recommendations. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Parks Director Tom Bicak, Assistant Parks Director Kathy Kershner, and Deputy Clerk Kelly Martinez. Facilities Manager Paul Navarro arrived at 11:17 a.m. Director Bicak said the geographic distribution of funding is fairly even. There were ten applicants and the Historic Preservation Commission recommended funding for all ten. There were \$142,000 in requests and there is \$88,000 to expend and the HPC is recommending about \$85,300. The recommendations are as follows:

Construction Projects:

- Historical Society of Middleton requested \$43,819 for the construction of the Middleton Museum. HPC's recommendation is \$10,000
- Greenleaf Historical Society requested \$11,480 for the construction of an annex/shed for historic displays. HPC's recommendation is \$10,000
- Caldwell Historical Society requested \$25,500 for renovation of the Van Slyke Museum. HPC's recommendation is \$10,000
- Caldwell Veterans Council requested \$16,370 to continue renovation of the Caldwell Veteran's Memorial Hall. HPC's recommendation is \$10,000
- Melba Valley Historical Society requested \$9,000 to repair electrical service, foundation and chimney at their IOOF Museum. HPC's recommendation is \$9,000

Historic Artifact Conservation:

- Canyon County Historical Society, Nampa Depot requested \$13,800 for Caboose Renovation project. HPC's recommendation is \$13,800
- Anthropology/Archaeology Student Association at Boise State University requested \$10,000 for Canyon County Cupule Stone publication research. HPC's recommendation is \$10,000
- Friends of Nampa Public Library requested \$1,500 to conserve and encase a historic quilt for public display. HPC's recommendation is \$1,500

Free Public Events:

- Anthropology/Archaeology Student Association at Boise State University requested \$5,000 for three professionally lead workshops on preservation and protection of pre-historic rock art and other important sites. HPC's recommendation is \$5,000
- Connie Sales, professional artist and art historian through the Southwest Idaho RC&D requested \$6,000 for two workshops regarding historic preservation in Canyon County. HPC's recommendation is \$6,000

Discussion regarding the requests and recommendations were as follows:

Commissioner Hanson said he would like to discuss the funding for Caldwell Veterans Council because of the building. It is his understanding that Caldwell owns that building and the deal is that to bring that building up to code to make it a functional operational building, they need a \$300,000 elevator. Commissioner Hanson said his problem with that is that the Veterans Council continues to put money into a building owned by Caldwell and there is no commitment from Caldwell to bring the building up to code. Commissioner Rule said that is a legitimate concern. Director Bicak said it is and it is not a true historic preservation renovation, it is more of a conversion, none the less it is conserving that old building which is why the HPC is recommending funding. Commissioner Rule said he feels there are other historic preservation efforts that meet the criteria of historic preservation a little bit better at this time. Commissioner Dale said he knows what they are trying to do there is a good thing in preserving this building. It is more expensive to preserve and reutilize an old building than to build just a shell of a building and he thinks this is worthy of continued support. Commissioner Hanson said it is not that the concept is not worthy of a support factor, it is the aspect of what are the matching funds Caldwell is giving and what is Caldwell doing to support this project and he has not seen a dollar amount coming from the City of Caldwell. Commissioner Rule said he would propose the Board take minute to look at some of the others that might be a little more deserving of those funds and see if there are some of those funds we would want to allocate to some of the other efforts. Director Bicak said there is also a \$10,000 match in funds for the Veterans Council project and that is a 100% match however, it just came in so it is not noted on the current list. Commissioner Hanson said with this new information and with his reservation still being voiced on the record he is willing to move in a direction different from where he was originally going. Commissioner Hanson said next year, unless he sees significant financial input from Caldwell for this project, he will be voting against any County funds going to it in the future. Commissioner Rule asked about the request from Connie Sales. Director Bicak said she is an artist and art is involved in the workshops but she is also an art historian. She has a little bit different slant on her

workshops and they are all about historic preservation. Director Bicak said it is also kind of an exhibit workshop, so she helps everybody visualize the components of the elements in developing exhibits. Commissioner Rule said that helps a little bit that it is a County-wide or even regional historic preservation workshop to teach people to better preserve and would be a viable defense for spending this tax dollar. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to approve the recommendations from the Historic Preservation Commission on awards of grants for this year's historical preservation. The Board went off the record briefly at 11:23 a.m. but Director Bicak realized there was another item to be discussed so the Board went back on the record. Director Bicak said they would like to finish the relationship with Development Services and the occupancy permit for the museum. The last item they need to complete is the drywall and paint. Mr. Navarro said Development Services has graciously allowed them to separate the two buildings, there is a dormitory on one side and the museum on the other. The one is still in stud framing and will require some time and money later on down the road. On the museum portion, they did go in with their electricians to electrify the museum portion and it did pass. Mr. Navarro said in talking with Development Services, our building permit is quite old and we just need to drywall and paint it. Director Bicak said he is going to propose a match of \$10,000 and he would like to use between \$3,000 and \$4,000 out of his regular budget and Facilities can put in \$3,000 to \$4,000 out of their budget as well and be done. Commissioner Rule asked how much money do we have left in the Historic Preservation account and can we make a recommendation to use that for historical preservation. Mr. Wesley said in regard to the dollar amount, that would be a question for Controller Zach Wagoner as there have been a couple of projects over the past couple of years that didn't get funded and there was a surplus in the levy fund. Mr. Wesley said with the historic preservation aspect, certainly there is that to the Crossroads Museum, it would be an ideal place to use those extra funds. There would need to be a process in place though, the County can't give the money directly to itself, those funds have to go through a non-profit. Mr. Wesley said Director Bicak could work through RC&D once we determine the amount. Commissioner Rule said Director Bicak will have to move pretty quickly because we are wrapping up the budget. Director Bicak said it is already a project for the RC&D so he wouldn't have to do anything with them, the Crossroads Museum has already been approved as a project and has 501(3)C status. Commissioner Hanson said he is in favor with proper documentation. Commissioner Dale said there is nothing worse than an uncompleted project hanging on year after year so he is in favor of doing whatever it takes. Commissioner Dale asked if there has been any progress with the Melba Fire District. Director Bicak said no progress has been made and he believes we have reached an impasse as far as negotiating with them. Mr. Wesley said from looking at this from this perspective of Development Services and the building department that has to issue the occupancy permit, the Canyon County Code Building Ordinance requires that we

solicit the opinion of the fire districts where the building sits to see what criteria they would require to meet their fire code. When this project began, the fire district gave the okay and all of these requirements have been tacked on as time has gone on, they weren't in their original approval. In looking at this, Mr. Wesley thinks the building department has their approval from the fire district that they would normally require for any other building to grant an occupancy permit. He believes that the only question that remains is a political question of *is there a real issue here and how do we mitigate it*. For purposes of the occupancy permit, Mr. Wesley believes the initial approval the Melba Fire District gave is all that we would require for a typical permit. Director Bicak said he will check on the levy balance with Controller Zach Wagoner. The meeting concluded at 11:33 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

ELEVENTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 24, 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 IT Department in the amount of \$1,762.42 to Henriksen Butler Design Group.

APPROVED CLAIMS ORDER NO. 9-10-15

The Board of Commissioners approved payment of County claims in the amount of \$95,362.99 for accounts payable.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Pap Joes LLC dba Papa Joes Pizza to be used August 28, 2015 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Conpaz Inc. dba Entriques Mexican Restaurant to be used September 12, 2015 for a wedding.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-032673, 2015-032674, 2015-032675, 2015-032676, 2015-032677, 2015-032678, and 2015-032679.

CONSIDER SIGNING TREASURER'S TAX CHARGE ADJUSTMENTS BY PIN

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

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Craig Hanson and Tom Dale, PIO Joe Decker, Facilities Manager Paul Navarro, Senior Administrative Assistant Jenen Ross, and Deputy Clerks Kelly Martinez and Monica Reeves. Ms. Martinez and Ms. Ross left at 8:38 a.m. Joe Decker reported on the following communication issues: It is election week and the Middleton supplement levy is the only issue on the ballot; the Caldwell School District trustee recall election will be held in November; he is working with IT on technological needs for Wednesday's FY2016 budget hearing; he will attend an adoption day meeting on Wednesday; last week he worked with the Sheriff's Office on a media release on a criminal case; a reporter with the Idaho Press-Tribune is doing a story on court fees and fines and restitution that's owed to Canyon County. Since 1976 there is a total of \$32 million owed in court fines and fees, and \$17 million in restitution. The amounts are owed to Canyon County and we disburse it to agencies, victims. Of the total amount owed the County gets \$2 million. Paul Navarro reported on the following facilities issues: The courthouse roof project is in the final stages and he anticipates the contractor to be offsite by Friday; the third floor remodel is in the home stretch, they are just waiting for heat pumps. The paint is on and they were cleaning the site on Friday. The fire sprinkler system is installed and they are going to dig up the street to do a hot tap on September 15. They are looking at an occupancy date of December 4 but he thinks it will be earlier than that. The second floor is drywalled and the paint goes on in the next couple of weeks, and once he gets the go ahead he will hang the doors. The

project is well on track and there haven't been any change orders. The building will be ready by the first of the year. He will meet with the Clerk this week to discuss designing furniture for his divisions in Suites 301, 302, 201 and 202, and they will work on getting some numbers and drawings. The meeting concluded at 8:50 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING INDEPENDENT CONTRACTOR AGREEMENT EXTENSION AND AMENDMENT II WITH TERRAGRAPHICS FOR ADDITIONAL TESTING AT THE MAHAFFEY SITE

The Board met today at 9:02 a.m. to consider signing an Independent Contractor Agreement Extension and Amendment II with Terragraphics for additional testing at the Mahaffey site. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Mr. Goodsell said the amended agreement is to complete additional ground water monitoring at the Mahaffey site as well as amend the QAPP and the final report. The contractor came back with a \$2,000 reduction after we met with DEQ so the amount of the contract is \$8,152. Commissioner Dale made a motion to allow the Board to sign the Independent Contractor Agreement Extension and Amendment II with Terragraphics in the amount of \$8,152. The motion was seconded by Commissioner Hanson with the comment that this will hopefully facilitate a final close on the project. Mr. Goodsell said if all goes well this will be the last two monitoring events and then we'll be able to close it out and transfer the property with ground water and building restrictions. The motion carried unanimously. The signed agreement, No. 15-076, 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.

ELECTED OFFICIALS MEETING

The Board met today at 9:32 a.m. for a monthly elected officials meeting. Present were: Commissioners Craig Hanson and Tom Dale, Chief Deputy Assessor Joe Cox, Sheriff Kieran Donahue, and Deputy Clerk Monica Reeves. Joe Cox advised that Gene Kuehn is attending the Assessor's conference this week, and the Assessor's Office is experiencing a higher number of cases that are being taken to the Board of Tax Appeals this year. Typically fewer than 10 cases are appealed but this year there are 20-25 cases. Sheriff Donahue reported on the increase in criminal activity. We are considered a high intensity drug trafficking area but law enforcement is addressing it aggressively and getting a SAUSA (Special Assistant to the United States Attorney) in place will help. No

Board action was required or taken. The meeting concluded at 9:40 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 Craig Hanson and Tom Dale, Development Services Director Tricia Nilsson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: budget and permit status update; Director Nilsson has been asked to serve on the COMPASS Freight Advisory Committee; discussion regarding an upcoming Planning and Zoning training; update on economic development activities. Interim Director of Information Technology Don Brown and IT Business Analyst Shawn Adamson arrived at 10:06 a.m. for the next meeting. 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 INTERIM DIRECTOR OF INFORMATION TECHNOLOGY TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:15 a.m. for a weekly meeting with the Interim Director of Information Technology to discuss general issues, set policy, and give direction. Present were: Commissioners Craig Hanson and Tom Dale, Interim Director of Information Technology Don Brown, IT Business Analyst Shawn Adamson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Integrity Audio Visual is working on installation and programming for the Public Meeting Room which should be completed by August 26; Mr. Brown said they are piloting a tracking process for registered mail with the Indigent Services Department; update on the progress of the Secure the Human training; and a status update on the IT Department reorganization. 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.

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

The Board met today at 10:33 a.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy, and give direction. Present were: Commissioners Craig Hanson and Tom Dale, Fleet Director Mark Tolman, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: update on the office remodel which is currently in the painting stage; discussion regarding a purchase order for Panasonic; personnel update; fuel prices are going down right now; and discussion regarding possibly doing the fuel for the Ambulance District as well. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:40 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:46 a.m. for a biweekly meeting with the Director of Misdemeanor Probation to discuss general issues, set policy, and give direction. Present were: Commissioners Craig Hanson and Tom Dale, Director of Misdemeanor Probation Jeff Breach, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Director Breach said they standardized the cost of supervision fees across the board for all problem solving courts; Director Breach has been meeting with representatives from the Canyon County Clinic because they are interested in partnering with Misdemeanor Probation for recovery support services; he is working with the Prosecutor's Office regarding the 24 month supervision ruling and Prosecutor Bryan Taylor is looking at possibly appealing it; review of statistics from last month; last month they saw a decrease in offender numbers and closed a lot of old warrant cases; discussion regarding construction and the Nampa court will be moving in January. Mr. Kessler asked Director Breach if there has been any real change with the community service program. Director Breach said they have hit a leveling off and there were 218 people in the program last month. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:56 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER CHANGES TO COMPREHENSIVE PLAN MAP,
CASE NO. PH2015-19 AND REZONE REQUEST, CASE NO. PH2015-20 FOR CORALIE
WESTON

The Board met today at 1:30 p.m. to conduct a public hearing in the matter of a request by Coralie Weston, Case Nos. PH2015-19 and PH2015-20, for a comprehensive plan map change to change the designation of Parcel No. R35519-011 from Agricultural to Rural-Residential. Also requested is a rezone from "A" (Agricultural) to "R-1" (Single Family Residential). Present were: Commissioners Craig Hanson and Tom Dale, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Tracy Kasper, Coralie Weston, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The P&Z Commission recommended approval and staff is recommending approval as well. Tracy Kasper offered testimony on behalf of the applicant. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to adopt the resolution amending the Canyon County Comprehensive Plan Map from Agriculture to Residential for Coralie Weston, Parcel No. R35519-011, for Case No. PH2015-19. (See Resolution No. 15-135.) Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to accept the Findings of Fact and Conclusions of Law pertaining to Case No. PH2015-19. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to adopt the Ordinance Directing Amendments to the Canyon County Zoning Map in relation to Case No. PH2015-20. (See Ordinance No. 15-016.) Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to adopt the Findings of Fact and Conclusions of Law for Case No. PH2015-20. The hearing concluded at 1:40 p.m. An audio recording is on file in the Commissioners' Office.

TWELFTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 25, 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 Facilities Management in the amount of \$6,310.98 to R & H Wholesale Supply.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Roman Catholic Diocese to be used September 11, 2015 for a school fundraiser.

CONSIDER CANYON COUNTY HISTORIC PRESERVATION COMMISSION'S AWARD RECOMMENDATIONS

The Board met today at 2:15 p.m. to consider the Canyon County Historic Preservation Commission's award recommendations for the final funding applications for the 2016 budget. Present were: Commissioners Craig Hanson and Tom Dale, Parks Director Tom Bicak, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Tom Bicak said the application is from Southwest Idaho RC&D and it concerns the Crossroads Museum project at Celebration Park. There is a \$10,000 cash match and RC&D is requesting \$10,000 for the final drywall, tape, texture and paint for the indoor classroom and exhibit hall. He confirmed with the Controller, Zach Wagoner, that the fund balance will carry the amount. The application was approved by a majority of the members of the Historic Preservation Commission. Commissioner Dale believes the project is worthy of consideration and he made a motion to approve the request as it has been presented. The motion was seconded by Commission Hanson who asked Zach Wesley if the application meets muster. Mr. Wesley said the requirements for the levy do appear to be satisfied from the application. They have provided proof of their 501 c (3) status and so he'll assume they are also registered with the state as a nonprofit. Also, the project has a historic preservation purpose and given the proximity to all the artifacts at Celebration Park and the addition of the new stone which will sit in front of the museum it seems tied to that to satisfy the purpose of the levy statute. He doesn't see any legal prohibitions. Commissioner Hanson said it's also tied to education concerning artifacts which is a historic preservation issue. The motion carried unanimously. Mr. Bicak advised the Board that the department's 17-year-old lawnmower died so he began looking for a replacement. This type of mower, which costs \$17,000, typically lasts five years but this mower lasted much longer at 17 years. He obtained bids from three companies for the preferred type of mower and has opted to purchase an Xmark zero turn 72-inch deck mower. Fleet Director Mark Tolman wants to put it on a five-year cycle with an hour meter and put it on a maintenance

program. Mr. Bicak informed the Board that he was invited by Jeri Rutherford to testify at an appeal hearing for an RV park that's scheduled to be heard by the Board tomorrow, however, due to his concerns with testifying on this issue he has decided he will not offer testimony at the hearing. The meeting concluded at 2:29 p.m. An audio recording is on file in the Commissioners' Office.

THIRTEENTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 26, 2015

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Parks Department in the amount of \$11,679.20 to Woody's Outdoor Power.

APPROVED CLAIMS ORDER NO. 8-26-15

The Board of Commissioners approved payment of County claims in the amounts of \$3,150.00 and \$253.12 for accounts payable.

APPROVED JUNE 2015 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of June 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.

INDIGENT DECISIONS

The Board met today at 8:32 a.m. to consider indigent decisions. Present were: Commissioners Steve Rule, Craig Hanson, and Tom Dale, Indigent Services Director Michele Chadwick, and Deputy Clerk Kelly Martinez. Director Chadwick recommend approval on the following cases: 2015-987, 2015-762, and 2015-766. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to approve Case Nos. 2015-987, 2015-762, and 2015-766. Director Chadwick submitted the following cases for initial determination of denial: 2015-1364, 2015-1240, 2015-1148, 2015-1239, 2015-1266, 2015-1275, 2015-1237, 2015-1117 and 2015-1245. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to deny Case Nos. 2015-1364, 2015-1240, 2015-1148, 2015-1239, 2015-1266, 2015-1275, 2015-1237, 2015-1117 and 2015-1245. The meeting concluded at 8:34 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-032974, 2015-032975, and 2015-032976.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE, PENDING LITIGATION, 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, pending litigation, 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 9:03 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Deputy P.A. Brad Goodsell arrived at 9:35

a.m. The Executive Session concluded at 9:52 a.m. with no decision being called for in open session.

CONSIDER SIGNING CITY OF NOTUS ANIMAL CONTROL SERVICES AGREEMENT RENEWAL

The Board met today at 9:52 a.m. to consider signing the City of Notus Animal Control Services Agreement Renewal. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, and Deputy Clerk Kelly Martinez. Mr. Goodsell said this document simply renews the agreement under the same terms and it has been signed by the Sheriff and the City of Notus. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to authorize signing of the City of Notus Animal Control Services Agreement Renewal. The signed agreement, No. 15-077, is on file with this day's minute entry. The meeting concluded at 9:54 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE SECTION 74-206(1)(F) TO CONSULT WITH LEGAL COUNSEL ON PENDING LITIGATION

Commissioner Hanson made a motion to go into Executive Session at 10:08 a.m. pursuant to Idaho Code, Section 74-206(1) (f) to consult with legal counsel on pending litigation. 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, Attorney Todd Lakey, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:51 a.m. with no decision being called for in open session.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE SECTION 74-206(1)(B) TO DISCUSS CONFIDENTIAL ISSUES INVOLVING SPECIFIC PERSONNEL

Commissioner Dale made a motion to go into Executive Session at 11:02 a.m. pursuant to Idaho Code, Section 74-206(1) (b) to discuss confidential issues involving specific personnel. 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, DSD Director Tricia Nilsson,

and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:28 a.m. with no decision being called for in open session.

CONSIDER SIGNING RESOLUTION TO ISSUE REFUND FOR FEES TO ERIKA PICKETT

The Board met today at 11:28 a.m. to consider signing a resolution to issue a refund for DSD fees to Erika Pickett. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Director Nilsson said Ms. Pickett represents the Roberts family and they applied for six different administrative applications, a variety of administrative divisions, property boundary adjustments, and easement reductions and they decided not to complete one of the property divisions so they overpaid by \$80 and staff recommends they be refunded that amount. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to authorize a refund in the amount of \$80 to Ericka Pickett for fees paid. (Resolution No. 15-136). The meeting concluded at 11:29 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER APPEAL BY RB DEVELOPMENT LLC, CASE NO. PH2014-47 FOR CONDITIONAL USE PERMIT

The Board met today at 1:31 p.m. to conduct a public hearing in the matter of an appeal by RB Development, LLC, Case No. PH2014-47 for a Conditional Use Permit to operate a Recreational Vehicle (RV) park. The subject property, R32936-012, is located at 15260 Riverside Road in Caldwell, in a portion of the SE ¼ of Section 17, T3N, R3W, BM. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Ray Backen, Attorney Hethe Clark, Lance Warnick, Terry Scanlan, Omar Salinas, Don Parsons, Jeri Rutherford, Larry Zapp, Dan Keck, Kim Miller John Kernkamp, Aimee Hesterman, Chasity Lambrecht, Debbie Tona, Paul Bull, Jr., Dena Finer, John Roeder, John Thill, Cheyne Weston, Steve Bradbury, Bob Keck, Jim Griffiee, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. Staff is recommending the Board uphold the P&Z Commission's denial of the C.U.P. The following people testified in support of the appeal: Ray Backen, Hethe Clark, Lance Warnick, Terry Scanlan, Omar Salinas, Don Parsons, and Jeri Rutherford. The testimony in support of the appeal is summarized as follows: The proposed Deer Flat RV Park is a modest 18-space RV park that would be situated directly adjacent to the lower dam boat ramp and park at Lake Lowell. Caldwell Rural Fire District has no concerns, and the approvals from the Idaho Department of Water Resources and Southwest District Health are ministerial in nature

and the type of things that are regularly imposed as a condition of approval and taken care of that way. The comprehensive plan is a policy document and the zoning ordinance is the controlling law and if there's a conflict between the two documents the zoning ordinance always wins. The zoning ordinance says a C.U.P. can be granted conditionally in this zone and the comprehensive plan cannot be used to override that statement. Unfortunately, the P&Z Commission findings and the staff report both say this is an incompatible land use because the comprehensive plan says that in the future this is going to be residential area and an RV park is not allowed in a residential zone; however, you cannot just use the comprehensive plan to say you can't have an RV park, you have to use the facts to decide if there's any basis to conclude that the proposed land use is incompatible. The major use of the area is the park and the wildlife preserve. The applicants have committed to policies that address noise and lighting and they will have onsite 24-hour management and they'll have rules in place to make sure that this is an RV park/camping location, not a trailer park. There is nothing in the record to show a negative impact on the wildlife refuge. The proponents said there will be no traffic concerns or negative impacts to properties or property values. The original condition of the property included trailers, vehicles, and mountains of junk and the neighbors still chose to purchase property and build homes in the area. The applicants have cleaned the property and they believe their proposal will enhance the area. They have provided a proposed conditions of approval if the Board decides to overturn the decision. (The Board took a recess at 2:35 p.m. and went back on the record a few minutes later.) The following people testified in opposition to the appeal: Steve Bradbury, John Thill, Paul Bull, Dena Finer, Cheyne Weston, John Roeder, Debbie Tona, Bob Keck, Jim Griffee, Dan Keck, Kim Miller, John Kernkamp, Aimee Hesterman, and Chasity Lambrecht. The testimony in opposition to the appeal is summarized as follows: The problem is the attempt to introduce a commercial enterprise into an area that is now pre-dominantly residential in character and is intended to be residential in the future according to the comprehensive plan. There are upscale properties ranging from \$300,000 to \$600,000 and there are concerns of negative impacts to property values caused by having an RV park in a residential area. Opponents believe the use will be injurious to other property in the immediate vicinity and would negatively change the essential character because certain types of activities can be nuisance and an annoyance to those in the area. The area is residential and the proposed introduction of a commercial enterprise would change the essential character. They believe neighbors will experience a loss of property enjoyment and they question if the need for an RV park in this location has been proven. There are concerns with traffic safety, water usage and quality of life as well as concerns about the quality expectations of the trailers and the length of stay that will be permitted. The Board had another scheduled meeting at 4:00 p.m. so it was necessary to continue the hearing. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to September 9, 2015 at 10:30 a.m., at which time

rebuttal testimony will be heard and the Board's discussion and potential action will follow. The hearing concluded at 4:10 p.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE SECTION 74-206(1)(F) AND (I) TO CONSULT WITH LEGAL COUNSEL ON PENDING LITIGATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner Hanson made a motion to go into Executive Session at 4:10 p.m. pursuant to Idaho Code, Section 74-206(1) (f) and (i) to consult with legal counsel on pending litigation and communicate with risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Mike Porter, Attorney Mike Kane, and Deputy Clerk Monica Reeves. The Executive Session concluded at 4:34 p.m. with no decision being called for in open session.

FISCAL YEAR 2016 BUDGET HEARING

The Board met today at 5:10 p.m. to conduct the Fiscal Year 2016 Budget Hearing. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Treasurer Tracie Lloyd, Chief Deputy Treasurer Nancy Seal, Chief Deputy Sheriff Marv Dashiell, Chief Civil Deputy P.A. Sam Laugheed, Facilities Manager Paul Navarro, Parks Director Tom Bicak, Trial Court Administrator Dan Kessler, Assistant Trial Court Administrator Benita Miller, Court Operations Manager Denise Kennel, Indigent Services Director Michele Chadwick, DSD Director Tricia Nilsson, HR Director Jeannine Eiband, Interim IT Director Don Brown, Director of Misdemeanor Probation Jeff Breach, PIO Joe Decker, Weed and Gopher Superintendent Jim Martell, Sheriff's Financial Manager David Ivers, Public Defender Tera Harden, Public Defender Office Manager Deepak Budwani, Chief Probation Officer Elda Catalano, Chief Deputy Assessor Joe Cox, Recording Supervisor Bobbi Jo Brown, Anita Hollis, Sean Brown, Mike Cowan, Debbie Jenks, Chris Everett, Ambulance District Director Robb Hickey and Assistant Director Michael Stowell, Brian Billingsley from the City of Caldwell, Deputy Clerk Kelly Martinez, and Deputy Clerk Monica Reeves. The hearing was held in the public meeting room of the Administration Building located at 111 11th Avenue North in Caldwell. Mr. Wagoner reviewed the Fiscal Year 2016 Budget, a copy of his handout is on file with this day's minute entry. The 2016 tentative expenditure budget is currently at \$78.4 million. \$56

million of the budget is for employee compensation that includes salaries and benefits. \$22.4 million is set aside for other operating and capital expenditures. The FY2016 budget is nearly \$1 million less than the 2015 budget. Some of the highlights on the salaries and benefits budget include a \$4 million amount for employee compensation, retention and investment in connection with the salary study currently in progress. Also included in the budget is a 2% cost of living adjustment at \$900,000. The County's additional contribution to the health insurance fund of \$1 million in FY2015 has not been rolled forward to FY2016. \$725,000 has been included for new, modified, or previously unfunded positions. On the other operating and capital expenditure side \$1.1 million has been budgeted to finish the courthouse remodel. Some of the other major items in the "B" Budget include \$700,000 for computer and network equipment, \$630,000 for liability insurance, \$700,000 for food in the jail, \$388,000 for vehicles and \$2.5 million for indigent fund payments. The total tentative operating capital expenditures budget is a decrease of \$5.5 million from the FY2015 "B" Budget. Our largest source of funding is from property tax. Based on the current tentative budget 49% of the funding comes from the current property tax levy. 17% of funding comes from intergovernmental revenues that includes monies we receive from the federal and state governments such as sales tax, and revenue sharing. Charges for services provide another 17% of funding for the budget and that includes fees for passports, recording, motor vehicle and driver's license. 14% of the funding comes from fund balance and the remaining \$3 million, or 4%, comes from permits, licenses, interest and other miscellaneous revenue. Canyon County has the statutory authority to levy \$49 million in property tax to support the FY2016 budget. This amount is calculated in accordance with state law and includes the following: a look back to identify the highest property tax budget over the past three years, that's \$38 million. In addition to that state law allows for a 3% annual increase in the property tax budget. Also, we are allowed a dollar amount for new construction, new growth and new development that's taken place in the County and we can also include amounts that have been forgone in prior years: those would be 3% and new construction increases that we have chosen not to take in prior years and then you subtract the property tax replacement monies from the state and we end up with a maximum allowable property tax amount of \$49 million. The current tentative property tax dollars levied amount is \$38 million so Canyon County is nearly \$11 million under our maximum allowable property tax dollars for FY2016. In FY2009 we levied just under \$38 million and seven years later we are levying just a little over \$38 million which shows our commitment to keeping taxes as low as possible. The handout shows property tax levy rates from FY2009 to FY2016. The property tax levy rate is a combination of two factors, the amount of property tax dollars requested divided by the taxable property value in the County. We are estimating our 2016 levy rate to be .004 or a 5% increase from last year's rate of .0039. Page 7 of the handout shows the budgeted expenditures by function. We have grouped these by culture and recreation, public works, public safety, health and safety, health

and welfare and general government services and nearly 50% of the budgeted dollars are allocated to public safety. 38% are budgeted for general government services, 5% for health and welfare, 2% for culture and recreation and 5% for public works. Page 9 shows in detail by office or department the budget amount for FY2015 and FY2016. There are a few that had significant budget changes from last year, one of which is the buildings and grounds department. Their budget is down nearly \$3 million from last year due to some large capital projects, large capital expenditures in the 2015 budget that will be mostly complete by the end of FY2015, items such as the new roof on the courthouse, and the demolition and remodel of the courthouse. Page 11 shows we have a new fund and line item for FY2016 for employee retention and investment and \$4 million has been set aside to invest in our employees based on the results of the salary study currently underway. The general department is a decrease of nearly \$800,000 due to a reduction in the amount budgeted for any contingencies or unanticipated events. In prior years we budgeted \$1 million and thankfully we haven't needed that money in the past and we reduced that amount down to \$250,000 for FY2016. The indigent budget has been reduced by \$1 million. We have seen a decrease in our indigent expenditures over the past few years and we're hopeful that \$3.1 million will be sufficient for indigent expenditures in 2016. Page 13 shows the grand total of \$78.4 million which is nearly \$1 million less than last year's budget. The budgeted amounts and revenues and property tax dollars levied by fund are also shown. The County operates roughly 20 governmental funds and also included is our landfill enterprise fund and it's separated into two areas. There are two special taxing districts that are presented separately because not every tax payer in the County pays property tax to the pest control or the Melba gopher district. Commissioner Hanson said the main reason he does not support making a contribution to the health insurance fund is because as of the last report the fund has improved, also, we do not have a full year's worth of data on how the transition to the new company worked out. He said the Board wanted to increase employee compensation based upon a professional study and the \$4 million line item that's included in the budget is to address that. There is a slight levy increase and that is because if you pay more money to employees, based on longevity or a salary study, you have to be able to sustain that as well and that involves potentially more dollars. Commissioner Dale made a motion to close public testimony. The motion was seconded by Commissioner Hanson. A roll call vote was taken with Commissioners Dale, Hanson and Rule voting in favor of the motion. The motion carried unanimously. Commissioner Hanson made a motion to sign the resolution to approve the FY2016 Budget for Canyon County in the amount of \$78,458,357, a FY2016 Budget for the Canyon County Pest Control District in the amount of \$261,503, and a FY2016 Budget for the Melba Gopher District in the amount of \$12,000. The motion was seconded by Commissioner Dale. A roll call vote was taken with Commissioners Hanson and Dale voting in favor of the motion and Commissioner Rule voting against the motion. The motion carried by a two-to-one split vote. (See Resolution No. 15-137.) The Board

announced that the following days have been designated as paid employee appreciation days for County employees: Full-day on Friday, November 27, a half-day on Thursday, December 24 and a half-day on Thursday, December 31. The hearing concluded at 5:32 p.m. An audio recording is on file in the Commissioners' Office.

FOURTEENTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 27, 2015

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

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Continvo LLC dba Goodwood Barbecue Company to be used September 5, 2015 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for MOAD LLC dba O'Michael's Pub & Grill to be used September 12, 2015 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for MOAD LLC dba O'Michael's Pub & Grill to be used September 6, 2015 for a wedding.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$25,500.00 to Integra.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Edward Platt, Robert Williams, Joshua Goyden, Marc Bybee, Cassandra Scheihing, and Kelly O'Neill.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-1015

The Board met today at 9:03 a.m. to conduct a medical indigency hearing for Case No. 2015-1015. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant and his spouse, Cassie Cacioppo from St. Alphonsus, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to November 5, 2015 at 9:00 a.m. The hearing concluded at 9:21 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-911

The Board met today at 9:23 a.m. to conduct a medical indigency hearing for Case No. 2015-911. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant, Chavon Lewis from St. Alphonsus, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to continue the hearing to December 17, 2015 at 9:00 a.m. The hearing concluded at 9:33 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-950

The Board met today at 9:36 a.m. to conduct a medical indigency hearing for Case No. 2015-950. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant and his mother, Attorney Mark Peterson, Kate Stark from St. Luke's, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to October 8, 2015 at 9:00 a.m. The hearing concluded at 10:08 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 10:11 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Hearing Specialist Yvonne Baker, and Deputy Clerk Kelly Martinez. Indigent Services Director Michele Chadwick arrived at 10:13 a.m. Ms. Baker recommended the Board take Case No. 2015-970 under advisement. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to take Case No. 2015-970 under advisement with a decision to be rendered within 30 days. Ms. Baker recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2015-880, 2015-936, 2015-926, 2015-1006, 2015-233, 2015-946, and 2015-849. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 10:13 a.m. An audio recording is on file in the Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 11:00 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a real estate matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 11:01 a.m. pursuant to Idaho Code, Section 74-206(1) (c), (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, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:17 a.m. with no decision being called for in open session.

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

The Board met today at 2:02 p.m. for a quarterly meeting with the County Agent to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, County Agent Jerry Neufeld, Lead Customer Service Specialist Debbie Lowber, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: personnel updates and information regarding currently vacant positions; Ms. Lowber gave a report on the 2015 Canyon County Fair; and Mr. Neufeld reported that everything is going well in the office. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:13 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER REZONE APPLICATION FOR BAILEE CONLEY, CASE NO. RZ-PH2015-18

The Board met today at 2:32 p.m. to conduct a public hearing in the matter of a request by Bailee Conley, Case No. RZ-PH2015-18, to amend the Canyon County Zoning Map to assign the R-1 (Single Family Residential) Zoning District to Parcel R3241001000. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Planner Christian Samples, DSD Director Tricia Nilsson, Bailee Conley, interested citizens, and Deputy Clerk Monica Reeves. Christian Samples gave the oral staff report. The property is currently zoned Agricultural and the comprehensive plan recommends it be Residential so they are requesting an R-1 (Single Family Residential) parcel which would enable them to divide the a 2.46 acre parcel once. Staff recommends approval. Bailee Conley testified in support of the request. No other testimony was offered. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to grant the rezone application for Bailee Conley, Case No. RZ-PH2015-18. The signed Findings of Fact, Conclusions of Law and Order, as well as the Ordinance Directing Amendments to the Canyon County Zoning Map (No. 15-017) are on file with this day's minute entry. The hearing concluded at 2:41 p.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A COMPREHENSIVE PLAN AMENDMENT AND REZONE APPLICATION FOR HB FARMS, CASE NOS. PH2015-17 AND PH2015-28

The Board met today at 3:01 p.m. to conduct a public hearing in the matter of a request by HB Farms for a Comprehensive Plan Amendment and Rezone, Case Nos. PH2015-17 and PH2015-28. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Planner Christian Samples, DSD Director Tricia Nilsson, Kristen Crowe, Keith Dickerson, and Deputy Clerk Monica Reeves. Christian Samples gave the oral staff report. The request is to change the future land use to Residential and a rezone to Rural Residential. This will enable the family to have a five additional residential parcels and preserve the existing farm ground. A short plat will be required for the five lots. Staff didn't find any issues with the requests. Kristin Crowe testified in support of the request. The owners want to take this piece of their land and divide it for a mother and four daughters. The fifth lot will be eligible for a building permit but right now it will be a common lot. It is consistent with the area, and it will be a private subdivision with a private road and a gate. The property will use an existing entrance off Locust Lane. Keith Dickerson offered neutral testimony. He filed a similar application but the Board denied his request in November of 2013 because they "did not want to see yellow dots in a green dot area" and so he doesn't want the applicants in this case to go through the process only to find out they cannot do what they want to. Tricia Nilsson said the facts that set Mr. Dickerson's application apart from this one is that his proposal was outside any area of impact and the proposed residential designation was immediately adjacent to a composting operation of a dairy and the Board found there wouldn't be value added by making that residential and it would likely be impacted by the operations of the adjacent dairy. She said several years ago the Board put this area in Nampa's Area of Impact and it was then presumed to be targeted for the expansion of the City of Nampa in the future so it is an area where development is anticipated compared to outside an area of impact. Commissioner Rule thanked Director Nilsson for the clarification and he said those are distinguishing characteristics between the two cases. No other testimony was given. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to approve comprehensive plan amendment for Case No. PH2015-17. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to approve the rezone application for Case No. PH2015-28. The signed Findings of Fact, Conclusions of Law and Order for both cases, as well as the Ordinance Directing Amendments to the Canyon County Zoning Map (No. 15-018), and the resolution amending the Canyon County Comprehensive Plan Map (No. 15-138) are on file with this day's minute entry. The hearing concluded at 3:20 p.m. An audio recording is on file in the Commissioners' Office.

FIFTEENTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 28, 2015

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

ABSENT: Commissioner Tom Dale - vacation

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$7,919.52 to Dell.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-033561, 2015-033562, and 2015-033563.

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 9:04 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 9:05 a.m. pursuant to Idaho Code, Section 74-206(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, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Deputy P.A. Mike Porter arrived at 9:12 a.m. The Executive Session concluded at 9:16 a.m. with no decision being called for in open session.

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

The Board met today at 9:33 a.m. for a monthly meeting with the Fair Administrator to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Craig Hanson, Fair Administrator Rosalie Cope, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Ms. Cope gave an update on the totals from the 2015 Canyon County Fair; update on the facility and they are at the end of their busy season for interim rentals; information regarding the campaign progress for the Agriplex; and Ms. Cope said she is looking forward to the proposed ordinance changes. Commissioner Rule said apparently when you hit a 200,000 population in a county it is typical to change the roles of how the main budget is administered. Ms. Cope said it is never quite clear which Board she reports to and with this change she would be taking direction from the Commissioners and day to day operation of the fair will be deferred to the Fair Board. There was discussion regarding receiving direction from the Commissioners and Ms. Cope said she has had a Commissioner come to her and give direction and she wasn't sure how to proceed. Commissioner Rule emphasized that it takes two Commissioners to make a decision. There was also discussion regarding a section of Wilson Drain that runs behind Gabiola Field. 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.

PUBLIC HEARING TO CONSIDER THE NAME CHANGE OF A PRIVATE ROAD FOR DANIEL AND LENA MCCOY, CASE NO. RD2015-1

The Board met today at 10:03 a.m. to consider a request by Daniel and Lena McCoy for a road name change, Case No. RD2015-1. Present were: Commissioners Steve Rule and Craig Hanson, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Lance Warnick, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The request is to change the east/west portion of the private road within the Loma Linda Ridge Subdivision from Loma Linda Ridge Road to Via Tuscana Lane. The north/south portion of the road will remain unchanged. No objections were received to the road name change. This is a private road and the owner is the only affected party. Lance Warnick offered testimony on behalf of the applicants. The former owners, Shawn and Delmi Lynn, built their house on the hill and as part of that they built a private road that accessed their house. In order to sell their house separate from the rest of the property we brought forth a two-lot plat, one lot included their house in northeast corner of the property, and the private road was on a separate lot. The Lynns sold their property and now the McCoy's own the house and the surrounding property

and they have brought forth the second phase of the plat and as part of that they have requested to have the plat name changed to Via Tuscana which fits in more with their desire to market the property. Since the road runs in two directions they needed to change a portion of the road name so they decided to keep Loma Linda as the north/south part and change the east/west portion to Via Tuscana. No other testimony was given. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve and sign the documents for the private road name change for Case No. RD2015-1. The hearing concluded at 10:10 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTION TO CHANGE THE TITLE AND PAY GRADES OF TWO POSITIONS IN THE PUBLIC DEFENDER DEPARTMENT

The Board met today at 10:34 a.m. to consider signing a resolution changing the title and pay grades of two positions in the Public Defender Department. Present were: Commissioners Steve Rule and Craig Hanson, HR Admin. Supervisor Michelle Britain, and Deputy Clerk Kelly Martinez. Office Administrator Deepak Budwani arrived at 10:36 a.m. Ms. Britain said this changes one Certified Court Interpreter to one Legal Support Specialist and one Legal Support Specialist I to one Legal Support Specialist III. The Interpreter position had never been filled for the Public Defender Department. She said there will be no increase to the salary of the Legal Support Specialist III as they are waiting for the compensation study to come back. All of these positions in the Public Defender Department are currently listed as a Legal Support Specialist I and this will create a step grade for the support staff. Mr. Budwani said they initially put everyone at one level and are now creating a stepping stone to put people into those positions that help provide balance across the board. Commissioner Hanson said this is in line with most other departments that have ranking within the positions. Ms. Britain said it is based off of knowledge and experience. Mr. Budwani said they are utilizing Interpreter Mark Conta's services in court only. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the resolution changing the title and pay grades of two positions in the Public Defender Department. The signed resolution, No. 15-139, is on file with this day's minute entry. The meeting concluded at 10:42 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIXTEENTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 31, 2015

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Colt Hailey.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$2,990.53 to Western Building Supply.

APPROVED CLAIMS ORDER NO. 9-10-15

The Board of Commissioners approved payment of County claims in the amounts of \$52,303.81 and \$17,804.81 for accounts payable.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-033810, 2015-033811, 2015-033812, 2015-033813, 2015-0336814, 2015-033815, 2015-033816, 2015-033817, 2015-033818, 2015-033819, 2015-033820, 2015-033821, 2015-033822, 2015-033823, 2015-033824, 2015-033825, 2015-033826, 2015-033827, 2015-033828, 2015-033829, and 2015-033809.

COMMISSIONERS' OFFICE STAFF MEETING

The Board met today at 8:32 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Facilities Manager Paul Navarro, PIO Joe Decker, Administrative Specialist Jenen Ross, and Deputy Clerk Kelly Martinez. Ms. Ross left at 8:36 a.m. Mr. Decker discussed the following communication

issues: the Spirit of Idaho event with Joe Bell; National Preparedness Month information; email notice regarding employee appreciation days as well as this Friday being team color/jersey day; Mr. Decker is planning to attend the presentation from Cameron Arial tomorrow; Sheriff sales will be posted on the website this week; information regarding a pending criminal case; Mr. Decker will add Labor Day closure information on the website and sent it out to the media; Commissioner Rule will be doing the KBOI radio interview next week; and Mr. Decker will be leaving early on Friday. Mr. Navarro discussed the following facilities issues: the roofing project is just about done; the courthouse remodel is in full fledge; Mr. Navarro said he stumbled across 1974 blueprints for the courthouse and would like to frame them and hang them in the lobby; the Fleet shop remodel is done; Mr. Navarro met with Greg Rast on Friday afternoon and he will work on remodeling Mr. Rast's office this week; Facilities will be putting in a door for Human Resources this week; and they are building the fire riser room this week. There was a discussion regarding applications for the Historic Preservation Committee funding. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:44 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

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

Commissioner Dale made a motion to go into Executive Session at 9:07 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Mike Porter, Attorney Kirt Naylor, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 9:53 a.m. with no decision being called for in open session.

CONSIDER ISSUING NOTICE OF INTENT TO AWARD CONTRACT FOR CANYON COUNTY COLOR MULTI-FUNCTION PRINTERS, BLACK AND WHITE MULTI-FUNCTION PRINTERS, AND RELATED SERVICES

The Board met today at 9:03 a.m. to consider issuing a Notice of Intent to Award the contract for the Canyon County Color Multi-function Printers, Black and White Multi-function printers, and Related Services. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Deputy P.A. Mike Porter, Assistant Director of Information Technology Don Brown, Admin. Support Specialist Marlen Salinas, and Deputy Clerk Kelly Martinez. Mr. Samuels said when it came to the evaluations of the Request for Proposals we were looking at service orientated things as these are very comparable products. Five proposals were received timely from Boise Office Equipment, Allied Business Solutions, Xerox, Konica Minolta, and Valley Office Systems. The selection committee met last week to review the proposals and Boise Office Equipment was recommended by the selection committee. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to authorize Leon Samuels to issue the Notice of Intent to Award the contract for the Canyon County Color Multi-function Printers, Black and White Multi-function printers, and Related Services to Boise Office Equipment. The meeting concluded at 9:07 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING WITH OFFICE OF EMERGENCY MANAGEMENT TO DISCUSS EMERGENCY OPERATION PLAN UPDATES; AND TO CONSIDER SIGNING IDAHO BUREAU OF HOMELAND SECURITY SUB-GRANT AWARD TO CANYON COUNTY

The Board met today at 9:57 a.m. for a meeting with the Office of Emergency Management to discuss Emergency Operation Plan updates, as well as to consider signing the Idaho Bureau of Homeland Security Sub-grant Award to Canyon County. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Emergency Manager Lt. Dave Schorzman, Interim IT Director Don Brown, and Deputy Clerk Kelly Martinez. Lt. Schorzman said this is the 2013 Homeland Security Grant Program closeout document which shows that all of the money was spent except \$154 which was returned. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the Idaho Bureau of Homeland Security Sub-grant Award to Canyon County. Deputy P.A. Leon Samuels left at 10:00 a.m. Lt. Schorzman said it is time to update the Canyon County Emergency Operation Plan and he has made some updates to the document. An updated copy was submitted for the Board's review and another meeting will be

scheduled to consider approving it. The meeting concluded at 10:02 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CANVASS AUGUST 25, 2015 ELECTION

The Board canvassed the August 25, 2015 Election results which are on file with this day's minute entry.

WEEKLY MEETING WITH THE INTERIM DIRECTOR OF INFORMATION TECHNOLOGY TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:15 a.m. for a weekly meeting with the Interim Director of Information Technology to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Interim Director of Information Technology Don Brown, IT Business Analyst Shawn Adamson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: update on Secure the Human training sessions; status update on the IT Department reorganization; personnel updates; and Mr. Adamson reviewed performance metrics for the month of August. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:30 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

EXECUTIVE SESSION - COMMERCE AND TRADE

Note for the record: As properly noticed the Board met today at 1:31 p.m. for an Executive Session to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 1:32 p.m. pursuant to Idaho Code, Section 74-206(1) (e). 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, Assessor Gene Kuehn, Chief Deputy Assessor Joe Cox, Nampa Economic Development Director Beth Ineck, Jana Jones from Boise Valley Economic

Partnership, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 1:47 p.m. with no decision being called for in open session.

SEVENTEENTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 1, 2015

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

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for PSL Inc. dba Cowgirls Kuna to be used September 27, 2015 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for PSL Inc. dba Cowgirls Kuna to be used September 25, 2015 for a wedding.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Prosecutor's Office in the amount of \$7,524.66 to Henriksen Butler.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Assessor's Office in the amount of \$1,052.74 to VLCM.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$1,733.00 to Zoho Corp.

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

The Board met today at 8:32 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, Lead Admin. Specialist Rachel Jacques, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Ms. Catalano wanted to introduce Ms. Jacques as she is now the Lead Administrative Specialist in Juvenile Probation; Ms. Catalano discussed a credit card hack that occurred last month on her County credit card; the POST Academy will be postponed for the juvenile probation training because of the lack of participants; and Ms. Catalano said they have secured several scholarships to send staff to Idaho Juvenile Justice Association Conference being held in Idaho Falls in September. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:39 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 8:46 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Human Resources Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: update on the compensation project and hopefully in six or eight weeks we will have some preliminary numbers; discussion regarding the performance review system as she will have a 30 day trial; and Director Eiband is working with ADP to get online benefits enrollment going for this year. Director Eiband said in regard to the Ambulance District, she has a bill finalized however, we don't have a contract in place for HR services and there is no dollar amount agreed to so she is looking for some direction from the Board. Commissioner Rule asked Director Eiband to stay for the upcoming legal staff update so it can be discussed with the Prosecutor's Office. The items discussed were general in nature and did not require Board action. The meeting

concluded at 8:56 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:03 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, HR Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. Director Eiband said as has been discussed over the past few months her office has been performing some work for the Ambulance District since April and they have finally put together a preliminary bill. Director Eiband said her question is there is not currently an agreed upon rate or any kind of contract in place with the Ambulance District and asked if the Prosecutor's Office would be drafting something. Mr. Laugheed said he doesn't see any problem with HR providing this service, if we want to have a contract we can do a simple independent contractor agreement, Director Eiband just needs to let him know what the rate is and he will put it into a contract. Mr. Laugheed went on to say that proceeding with just regular billing would be okay as well because the Board has discussed it on the record and there are strong policy reasons supporting this. Director Eiband asked if there is going to be an agreement on the cost, do we need to have a meeting with Robb Hickey to agree to the rate. Commissioner Dale said just to be safe so there are no questions, it seems safer to have a structured agreed upon contractual rate. Commissioner Rule agreed that it is always better to have it in writing. Mr. Laugheed said he will draft something once Director Eiband sends him the rates, however it might not be a contract it may just be a letter of understanding. Director Eiband left at 9:07 a.m. at which time 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 9:08 a.m. pursuant to Idaho Code, Section 74-206(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 Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief

Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 9:14 a.m. with no decision being called for in open session.

The meeting concluded at 9:14 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER SOLE SOURCE PROCUREMENT FOR LANDFILL LOADER

The Board met today at 10:02 a.m. for a Public Hearing to consider Sole Source Procurement for a Landfill Loader. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Solid Waste Director Dave Loper, and Deputy Clerk Kelly Martinez. Director Loper said this is for the procurement of a new loader for Fiscal Year 2016 and it is a Caterpillar model 950M Wheelloader. Director Loper said he has prepared a purchase order of which the total sales price is \$243,907.27 and does have the 5year/10,000 hour buyback guarantee of \$85,000. There is also a 5 year/10,000 hour Gem Solutions warranty with this which is basically a "bumper to bumper" warranty. This is for Fiscal Year 2016 budget which is noted on the purchase order. Mr. Goodsell addressed why we did the purchase as a sole source procurement although we probably could have done it as a piggyback. The City of McCall bought a similar product but because it wasn't exactly the same product we thought it would be best to treat it as a sole source procurement. Mr. Goodsell noted that there was no one present at today's public hearing. Director Loper said they did demo four or five other loaders and this was the preferred loader by all of the operators and the mechanic. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to close public testimony. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the purchase order to purchase the loader for the Landfill. The signed document is on file with this day's minute entry. The meeting concluded at 10:08 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

PRESENTATION ON FUND BALANCES BY CAMERON ARIAL FROM ZIONS PUBLIC FINANCE, INC.

The Board met today at 10:37 a.m. for a presentation on Fund Balances by Cameron Arial from Zions Public Finance, Inc. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Prosecuting Attorney Bryan Taylor, Treasurer Tracie Lloyd, Chief Deputy Treasurer Nancy Seal,

Assessor Gene Kuehn, Chief Deputy Assessor Joe Cox, Chief Appraisal Supervisor Brian Stender, Juvenile Detention Director Steve Jett, Juvenile Detention Assistant Admin. Supervisor Sean Brown, Indigent Services Director Michele Chadwick, Director of Misdemeanor Probation Jeff Breach, Interim Director of Information Technology Don Brown, Facilities Manager Paul Navarro, Fair Administrator Rosalie Cope, Fleet Director Mark Tolman, Human Resources Director Jeannine Eiband, Public Information Officer Joe Decker, Solid Waste Director Dave Loper, Sheriff's Office Financial Manager David Ivers, Chief Probation Officer Elda Catalano, Weed Control Superintendent and Gopher District Director Jim Martell, Cameron Arial, Zions Public Finance, Inc., IPT Reporter Torrie Cope, and Deputy Clerk Kelly Martinez. Development Services Director Tricia Nilsson arrived at 10:47 a.m.

Mr. Arial gave a PowerPoint presentation regarding Canyon County Finance Best Practices which is on file with this day's minute entry. After the presentation there was a question and answer session that took place as follows: Zach Wagoner asked a question regarding credit worthiness and fund balance and said we talked about minimum fund balance levels of two months, does the market (lender) like to see an amount higher than that. Mr. Arial said the market would want as much as they can get, however there is a point where they won't lend to you if you don't have adequate fund balance. So, the recommendation is there as a *minimum* and without that you will get into a speculative grade situation and it's a risk. Mr. Wagoner asked if an entity with four months reserves versus two months reserves would get a lower interest rate. Mr. Arial said absolutely. Mr. Arial explained that the fund balance is really only one part of a credit rating, although it is a very important part, there are four parts: economy, debt, finance, management overall. Commissioner Rule asked Mr. Wagoner for examples of the County borrowing funds to which Mr. Wagoner replied that the County has no outstanding debt. Mr. Wagoner said we have been making some lease payments over the last few years and the last general obligation debt was probably the construction of the animal shelter. Prosecutor Taylor asked Mr. Wagoner what is the percentage of two month versus four month reserves, because we have always talked percentages in the County when discussing fund balance. Mr. Wagoner said two months would be 16% and four months is about 33%. Prosecutor Taylor also asked what has been the status quo around the rest of the state for similar entities. Mr. Arial said his experience has been that you do see the minimum particularly through the recessionary period. The two months is what they are trying to maintain and anecdotally, he thinks people want more but they have been too squeezed. Mr. Arial also said he would like to come back with the actual data on that at a later time. Commissioner Dale said every section mentions long term focus, long term maintenance of assets, long term growth picture, long term plan for expenditures, and he asked Mr. Arial to discuss "long term" in this situation. Mr. Arial said it is not necessarily linear, generally this is saying we have a vision and a plan for where we

would like to go. Clerk Yamamoto asked Mr. Arial of the entities he is familiar with, some are at the minimum levels and is it fair to say they are there because they are at or near levy limits. Mr. Arial said he will pull the actual data and get that to everyone, however there are certainly circumstances where people are at a budgetary cap, but the answer is yes, there are a number of folks that are simply limited. They could also be limited politically, in other words good luck getting re-elected if you run up your cap. The unfortunate thing is, he looks at that financially and thinks that is just completely unworkable, you need to be able to increase your budget with increasing needs. Clerk Yamamoto also asked Mr. Arial if the County being well under levy limits plays a role in the credit rating as opposed to up against the levy limits. Mr. Arial answered by saying absolutely, and the way that manifests itself is because for example, if the County hasn't used the statutory budget increase in years, it has the ability to use forgone funds, that arguably is an additional revenue stream that could boost credit and it is one that is completely a decision of the Board, you don't have to go get that voter approved. So, from a credit perspective that is absolutely a credit plus that you have space there and the forgone to increase your revenue stream. Commissioner Dale said there is a plus and a negative side to every action/reaction so, right now we are at historically low interest rates for borrowing, when that starts to climb, that would also then mean that our investments that we have in our fund balances would then begin to actually earn a little bit of income, is that correct to assume. Mr. Arial said that is a very astute observation and the answer is yes, to the extent that the investments aren't long term. Mr. Arial also reviewed an Economic Snapshot of Idaho for August 2015 which is also included with the minutes. The items discussed were general in nature and did not require Board action. The meeting concluded at 11:29 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

EIGHTEENTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 2, 2015

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

ABSENT: Commissioner Craig L. Hanson - attending Idaho Public Safety
 Communications Summit

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$8,100.00 to The Blind Gallery.

APPROVED CLAIMS ORDER NO. 9-10-15

The Board of Commissioners approved payment of County claims in the amounts of \$92,863.90, \$619,607.53, \$3,727.00, \$261,791.30, and \$102,695.04 for accounts payable.

APPROVED CLAIMS ORDER NO. 1524

The Board of Commissioners approved payment of County claims in the amount of \$1,303,181.72 for a County payroll.

INDIGENT DECISIONS

The Board met today at 1:07 p.m. for Indigent decisions. Present were: Commissioners Steve Rule and Tom Dale, Indigent Services Director Michele Chadwick, and Deputy Clerk Kelly Martinez. Director Chadwick said she does not have any decisions on cremations as it relates to approvals, however she does have the following cases for initial determinations of denial: Case Nos. 2015-1276, 2015-1201, 2015-1195, 2015-1327, 2015-1136, 2015-1308, 2015-1298, 2015-1312, 2015-1310, 2015-1324, and 2015-1295. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to make initial determinations on the cases read into the record. The meeting concluded at 1:08 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-034240, 2015-034241, 2015-034242, and 2015-034243.

NINETEENTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 3, 2015

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

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for The Piper Pub and Grill to be used September 26, 2015 for a wedding reception.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Cody Frailey, David Reed, Teresa Stephens, Daniel Combs, Jeffrey Betzold, Jace Thompson, Randall Pyell, Ronald Hainke, Lori Kightlinger, and Mayra Cerros.

FILE IN MINUTES

The Board filed the Treasurer's Monthly Report for July 2015 in today's minutes.

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

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

Commissioner Hanson made a motion to go into Executive Session at 9:08 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (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 9:22 a.m. with no decision being called for in open session.

CONSIDER SIGNING LEASE AGREEMENT WITH J.C. WATSON PACKING COMPANY

The Board met today at 9:30 a.m. to consider signing a Lease Agreement with J.C. Watson Packing Company. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, and Deputy Clerk Kelly Martinez. Mr. Goodsell said this Lease Agreement renewal is a month to month lease. Mr. Goodsell had discussions with Margie Watson regarding the current status of the property, when it might be auctioned and said they understand what the current status is. The lease is also enhanced to address some liability issues but other than that it is the same and it has been signed by J.C. Watson Packing Company. Commissioner Rule said he thinks it is a great way for the County to try to get some funds out of a property we can't sell at this time. Commissioner Hanson said the County has had a former agreement with this company and for whatever reason it didn't get extended but they have still been using the property and this just puts it back into a legal standing so that everyone is protected. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the Lease Agreement with J.C. Watson Packing Company. The signed agreement, No. 15-080, is on file with this day's minute entry. The meeting concluded at 9:33 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING TO DISCUSS FY2016 INDEPENDENT CONTRACTOR AGREEMENT WITH TRACY KASPER, THROUGH SILVERHAWK REALTY, REGARDING PROPERTY LOCATED AT 22108 POND LANE AND 15552 HWY 20-26, CALDWELL

The Board met today at 10:00 a.m. for a meeting to discuss FY2016 Independent Contractor Agreement with Tracy Kasper, through Silverhawk Realty, regarding property located at 22108 Pond Lane and 15552 Hwy. 20-26, Caldwell. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Tracy Kasper and Todd Moffis from Silverhawk Realty, and Deputy Clerk Kelly Martinez. Chief Deputy P.A. Sam Laugheed arrived at 10:04 a.m. Commissioner Rule asked for an update on the property. Ms. Kasper said the market is improving although it is going slower than they would like. They haven't had any interest on the property since it was first listed, however they are advertising it and can now update the marketing information with

the services added. Ms. Kasper said they first listed the property at \$1.3 million because they anticipated that the services were coming so now they can easily justify the price however they don't need to go any higher. Commissioner Rule said we have had it on the market for almost three years. Ms. Kasper said she thinks this could be the year and it is a prime opportunity as it is industrial. There was also a discussion about advertising and marketing areas. The meeting concluded at 10:14 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

EXECUTIVE SESSION - COMMERCE AND TRADE

Note for the record: As properly noticed the Board met today at 10:30 a.m. for an Executive Session to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 10:30 a.m. pursuant to Idaho Code, Section 74-206(1) (e). 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, Deputy P.A. Brad Goodsell, WAED Director Tina Wilson, and Deputy Clerk Kelly Martinez. Daryl Gustaveson arrived at 10:31 a.m. The Executive Session concluded at 10:50 a.m. with no decision being called for in open session.

TWENTIETH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 4, 2015

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

ABSENT: Commissioner Tom Dale - vacation

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Continvo LLC dba Goodwood Barbecue Company to be used September 25, 2015 for a wedding.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$13,690.35 to VLCM.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Fleet Department in the amount of \$2,091.00 to National Business Furniture.

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 74-206(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, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 9:22 a.m. with no decision being called for in open session.

TWENTY-FIRST DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 8, 2015

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Development Services Department in the amount of \$1,538.68 to Uniform World.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$4,384.75 to Tex Pipeline.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$3,484.60 to Idaho Correctional Industries.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for The Club New Plymouth LLC dba The Club to be used September 19, 2015 for a wedding.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#15-140 The Social Bar & Grill LLC dba The Social Bar & Grill

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, PIO Joe Decker, 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. Joe Decker reported on the following communication issues: KBOI talking points, he will reach out to the historical societies about changing the display case; Deputy P.A. Erika Kallin, who teaches a class at the University of Phoenix, has asked him to be a guest speaker tomorrow evening; Ruth Brown with the Idaho Press-Tribune has requested

numbers on the current inmates facing marijuana charges but those numbers aren't broken out so the Sheriff's Office will provide misdemeanor drug arrest numbers which are relatively small. Paul Navarro reported on the following facilities issues: The courthouse roof project is completed, it should last 30-40 years but it will have a life cycle of almost 60-70 years by applying more product on top of it. He will meet with IT Director Greg Rast to discuss remodel projects; some old drawings of the 1974 courthouse came into his possession and they will be hung on the wall as you exit the courthouse next to the credit union; he and Ken Fisher will meet with the Board next week to talk about the jail expansion closeout and the sewer relocation options. Regarding the courthouse remodel, the manufacturer is shipping the heat pumps on the 15th and once they come in things will really take off. The duct work, drywall and paint are done, the biggest key is the fire sprinkler system. We cannot occupy or take the old system offline until the fire sprinklers are energized. Getting it across the building is half the battle then they will have to dig up the street and do a hot tap. Today the Board will meet with the Clerk to discuss his portion of the Courthouse remodel, specifically Rooms 201 and 202. He said the Clerk has concerns about the paperwork that's coming from the Nampa courthouse and he'd like to take the Board on a tour of the spaces he is concerned with. The meeting concluded at 8:50 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING NOTICE OF SOLE SOURCE PROCUREMENT WITH NEMO-Q FOR QUEUING KIOSKS

The Board met today at 9:00 a.m. to consider signing a notice of sole source procurement with Nemo-Q to obtain queuing kiosks for line management, statistical reporting, and related services for the Sheriff's driver's license and Assessor's motor vehicle departments. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Assessor Gene Kuehn, Chief Deputy Sheriff Marv Dashiell, IT Director Greg Rast, Assistant IT Director Don Brown, and Deputy Clerk Monica Reeves. Leon Samuels said the current queuing kiosks are maintained by a group called Tensator and there have been frequent problems for patrons and it's been a consistent problem for the IT Department as well. There is another company that offers a comparable system with much better customer service and that group is Nemo-Q and they were evaluated by a selection committee last year. They want to do a sole source because they're in a bind and IT has agreed to use money out of its current budget to supply two standalone systems for the motor vehicle and driver's license departments. They feel like other competitive bidding processes would be impractical, disadvantageous, and unreasonable mostly because this system has already been vetted by a selection committee, and, the company has been competitively bid in other states as well. Because we are in a crunch with the budget year coming to a close and the fact

that they need to replace these systems as soon as possible he feels like sole source procurement is in the County's best interest. Gene Kuehn said the complaints and downtime associated with the Tensator system have been a nightmare. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to authorize sole source procurement with Nemo-Q as identified. The Board will consider the purchase after taking comment on September 25, 2015 at 9:30 a.m. The meeting concluded at 9:07 a.m. An audio recording is on file in the Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 9:08 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:09 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (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, Deputy P.A. Mike Porter, Deputy P.A. Leon Samuels, and Deputy Clerk Monica Reeves. Facilities Manager Paul Navarro arrived at 9:15 and left at 9:20 a.m. The Executive Session concluded at 9:23 a.m. with no decision being called for in open session.

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 9:34 a.m. for a monthly meeting with the Weed Control Superintendent and Gopher District Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Weed Control Superintendent and Gopher District Director Jim Martell, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: review of budget numbers to date; there have been \$40,250 purchased in gopher tails; there are a total of

692 Notice to Control Noxious Weeds letters out and there has been good response from customers; and the Gopher Control letter has been approved by the Prosecutor's Office. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:44 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 9:46 a.m. for a biweekly meeting with the Juvenile Detention Director to discuss general issues, set policy, and give direction. Present were: Commissioners Craig Hanson and Tom Dale, Juvenile Detention Director Steve Jett, Admin. Assistant Dawn Gardner, Assistant Director Sean Brown, Juvenile Detention Officer Muntaga Bah, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. PIO Joe Decker arrived at 9:47 a.m. Topics of discussion included the following: population is currently 29 juveniles; Mr. Bah discussed the ARISE program of which he is now a master trainer; update on the weight loss challenge within Juvenile Detention; the garden has produced 1,695 pounds of produce for charity distribution; Sean Brown has done more work on the bike program and they are currently repairing bikes; Director Jett reviewed his schedule which includes PREA training. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:55 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:02 a.m. for a biweekly meeting with the Development Services Department to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Development Services Department Tricia Nilsson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: budget and permit status update; information regarding the building inspection process; discussion regarding possibly doing an annual customer service survey; and information regarding transportation planning activities. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:14 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

WEEKLY MEETING WITH THE DIRECTOR OF INFORMATION TECHNOLOGY TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:16 a.m. for a weekly meeting with the Director of Information Technology to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Director of Information Technology Greg Rast, Assistant Director of Information Technology Don Brown, IT Business Analyst Shawn Adamson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: update on the Secure the Human Training which is still going well; update on the reorganization status for IT Department; personnel updates; and performance metrics information. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:29 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

INDIGENT DECISIONS

The Board met today at 10:30 a.m. for indigent decisions. Present were: Commissioners Craig Hanson and Tom Dale, Indigent Services Director Michele Chadwick, and Deputy Clerk Monica Reeves. Michele Chadwick requested the Board make a decision on two denials for Case No. 2015-1411 and 2015-1412. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to make the initial determination of denial for both cases as presented by the director. The meeting concluded at 10:32 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-034768, 2015-034758, 2015-034759, 2015-034760, 2015-034761, 2015-34762, 2015-034763, and 574433.

MEETING WITH CLERK TO DISCUSS COURTHOUSE REMODEL PROJECT AND CLOSURE OF THE NAMPA COURTHOUSE ANNEX

The Board met today at 10:46 a.m. for a meeting with the Clerk to discuss the courthouse remodel project and closure of the Nampa Courthouse Annex. Present were: Commissioners Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Chief Civil Deputy P.A. Sam Laugheed, Facilities Manager Paul Navarro, Court Operations

Manager Denise Kennel, Assistant Trial Court Administrator Benita Miller, and Deputy Clerk Monica Reeves. Paul Navarro said at the last budget meeting the Board tasked Mr. Navarro and the Clerk with coming up with a solution for the document retention plan for the second floor, and he and the Clerk have met diligently to discuss options. The plan is to leave the vault in place that's currently on the second floor in Room 201; they are still going to merge Rooms 201 and 202 but in doing that they still have a good sized problem with about 30 file cabinets coming from the Nampa annex. The goal for today is for the Clerk to vent his frustrations and take a tour of the second floor Clerk's areas to get an idea of what we're talking about. Mr. Navarro said leaving the vault in place (although it won't be left permanently) will be a costs savings to the County between \$8,000 and \$10,000 by not demolishing it but they will have to penetrate the vault and put a fire sprinkler system in it. It needs a new ceiling and upgraded HVAC that ties into the fire system and it will need new light fixtures, but those expenses were already planned. The goal is as we scan and bring Odyssey online we can demolish all or sections of that vault over time and either do that with a contractor or with in-house labor so the thought is we have the infrastructure in place with the remodel as we get out of the paper we can demolish those and take that very valuable square footage which they will desperately need for employees. Commissioner Hanson asked if this will affect the closure of the Nampa annex. Mr. Navarro said it's a matter of where to put all the paper; the magistrate court in Nampa is very busy and there is a lot of paper and we need to figure out where to put paper which needs to be accessed on a daily basis. The tour, which lasted from 10:50 a.m. to 11:40 a.m., included various divisions within the Clerk's organization such as the vault storage areas on the second and third floors, the jail annex, and the Recorder's Office all of which have massive amounts of stored files. Ms. Miller did not accompany the group on the tour. Following the tour the Board went back on the record at 11:42 a.m. Clerk Yamamoto said they are buried in paper and it's getting worse and he asked for approval to be allowed to use whatever funds he can come up with within his budget to continue a scanning program. Commissioner Dale is grateful for a look at all the paper that's piling up and he agrees that we need to aggressively address this issue because if we don't it will continue to pile up so we need to stay on top of this. He is in favor of whatever the Clerk can put together to propose continuing with an aggressive scanning program. Commissioner Hanson said no one is saying the request is not valid, it's more of a matter of timing with the budget. He said it would be helpful to have a one-page document showing the cost and the budget numbers to see if there is a possibility of getting something done this year. He said as we go forward the ultimate goal is to close the Nampa annex. Clerk Yamamoto said that is the goal but we need to see if the architects believe the plan to leave the vaults in place is a feasible plan. Mr. Navarro said the keeping of the vaults has been agreed on and what work happens in the vault has been agreed on, but the architect was very candid about how uncomfortable it will be to have 30 file cabinets and 32 employees crammed into that space. They shared our cubicle layout

plan with the architect and now they are going to build those pieces of furniture out of wood so that helps, but they have shifted some offices into other spaces and now they are waiting for formal drawn plans to be reviewed. There will be two offices put in the scanning department for Denise Kennel and Raena Bull and then there's going to be a training room in the middle, and a one-on-one disciplinary/review area, and a small area behind the elevator and will be used as office supply storage. Commissioner Hanson said it's a good plan we just need to look at where the funds are since it's not budgeted for in 2016 and if we were to do anything overall with the funds from this year he's not sure where it would come from so he needs more information in order to make a decision. Clerk Yamamoto said if the Board is adding money to it from another place that would be one thing, but if the funds are within his budget then it's within his budget. Commissioner Hanson said he was referring to if we are talking about other expenditures moving into 2016, he understands that if the Clerk has funds in his budget he has the authority to spend it and he is not denying that authority. The meeting concluded at 11:52 a.m. An audio recording is on file in the Commissioners' Office.

TWENTY-SECOND DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 9, 2015

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$6,654.76 to VLCM.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Kevin Curl, Robert Hart, and Brydon Wiggins.

INDIGENT DECISIONS

The Board met today at 8:30 a.m. to consider indigent decisions. Present were: Commissioners Craig Hanson and Tom Dale, Indigent Services Director Michele Chadwick, and Deputy Clerk Monica Reeves. Director Chadwick said we have a number of initial determinations of denial on the following medical cases and two cremation denials: 2015-1404, 2015-1433, 2015-1309, 2015-1351, 2015-1289, 2015-1343, 2015-1338, 2015-1446, 2015-1453, 2015-1492 and 2015-1490. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to confirm and uphold the recommendations of the Indigent Services Director in the cases read that were read into the record. The proceeding concluded at 8:32 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument number 2015-034887.

LEGAL STAFF UPDATE

The Board met today at 10:01 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Commissioner Dale advised that he spoke to Steve Sevy, a rancher who is requesting permission for his cattle to graze on County-owned property near the landfill. Commissioner Dale's understanding is that a public facility can be used by a private entity for profit as long as the public is compensated at a fair rate. Mr. Sevy will submit a written proposal outlining his request and it will be reviewed by the Board and by legal counsel. The Board went into Executive Session was follows:

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

Commissioner Dale made a motion to go into Executive Session at 10:04 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i) to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding

pending/imminently likely claims. The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson, 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. Mike Porter, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:46 a.m. with no decision being called for in open session.

PUBLIC HEARING IN THE MATTER OF AN APPEAL BY RB DEVELOPMENT FOR A C.U.P.

The Board met today at 10:49 a.m. to conduct a public hearing in the matter of an appeal by RB Development, LLC, Case No. PH2014-47 for a Conditional Use Permit (C.U.P.) to operate a Recreational Vehicle (RV) park. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, Hethe Clark, Omar Salinas, Lance Warnick, Jeri Rutherford, other interested citizens, and Deputy Clerk Monica Reeves. The hearing was continued from August 26, 2015 and resumed today with rebuttal testimony. Hethe Clark reminded the Board of the items the P&Z Commission found wanting: 1) the Caldwell Rural Fire question, which the applicant has supplied a new letter on and there was also the prior letter that was in the record; and 2) whether there were approvals from the Idaho Department of Water Resources and Southwest District Health, and the applicant showed that they are appropriate for conditioning and that there are portions they couldn't apply for until they had a land use approval. He also discussed the effect of the comprehensive plan and how it can inform a decision but it can't be used as the sole basis to deny a use that's conditionally permitted in the zone. One of the opponents, Mr. Roeder, had asked what types of limits there will be on the RVs that can come in, but Mr. Clark said they will not discriminate against people if they don't have a nice enough RV, but they would be subject to the rules and regulations that would apply to this C.U.P. and that would include the rules about length of stay and behavior. Mr. Roeder's second question was what will be the maximum length of stay. Mr. Clark said any camper can only stay in one spot for one month; the maximum stay is three months but they expect people will come in and out. Mr. Roeder also asked what will be done if someone violates the rules and the short answer is they will be kicked out. This is not a tenancy situation, it's an RV park. You can evict someone immediately if they violate the rules but the applicants can send a tow truck to remove the trailer from the property. He said it's much more like a hotel than a long term rental facility. With regard to the impact on neighbors, Mr. Clark said there is far more control on this activity because it's controlled by a C.U.P. and we've made a condition of approval the rules and

regulations that are in the record. Noise and light are addressed in the rules but those are the types of impacts that occur in a neighborhood. He said it was suggested that there would be some lowlife people coming on this property but you can't use criminal conduct that's outside of the norm to deny a permit. National studies show the typical RV enthusiast is 44+ years of age, married with an annual income in excess of \$69,000. Other points: The rules for the proposed park distinguish it from the Decoy property; there was concern about sex offenders living on the property but it's a camping facility, it is not a trailer park, there will be no permanent addresses. Omar Salinas addressed testimony that was given by Paul Bull regarding the negative impact the Decoy property had on area home sales and how RV parks destroy a neighborhood's value. According to Mr. Salinas, one of the homes that Mr. Bull identified was directly across the street on Riverside Drive and it was listed in 2010 \$295,000 and at that time the assessed value was \$226,700. The home stayed on the market for a long time and he believes that's because it was overpriced at the time. In 2012 it was listed as a short sale, the property was in distress and the assessed value was \$194,100 and it was listed at \$225,000. The home lost six months of marketing time through the short sale process and five months of marketing time initially because it was overpriced. The home sold in August of 2013 for \$225,000 and the assessed value was \$225,500. Mr. Salinas said the suggestion that the days on the market and the value of the home were due to the Decoy were not accurate. It was because of the price it was introduced at and the distressed short sale status of the property. A short sale can affect the sold price. Another home that was mentioned by Mr. Bull was originally listed for \$188,000 and the assessed value was \$135,900 so it stayed on the market for a while because it was overpriced in his opinion. It sold for \$141,000 in 2010. There is a current home on Barrett View Circle that sold this month for \$300,000 and it was assessed at \$282,060. He said there is not a striking difference in values impacted by those properties due to the Decoy's existence. Mr. Clark addressed the nature of the neighborhood. There are homes but it is a rural area and within that area is the Decoy, a grocery store, and other commercial properties, but one thing that cannot get lost is the prominent distinguishing factor for this neighborhood is Lake Lowell, a major recreational resource and that makes this an extremely appropriate location for an RV camping facility. Commissioner Rule asked for clarification on the rule that no stays will extend longer than three months and any stay beyond one month will require management permission and *may* require guests to change lot space. He wanted to know if the word is *may* or *would*. Jeri Rutherford said the word is *may* and that verbiage was the suggestion of the National RV Association where they recommend that language be in the contract. For example: grandparents come down to care for kids during the summer and there is no issue and so they can stay in their spot, but if you have any concerns at all you ask people to move spots after 30 days because this way it's also easier for them. If they think they're going to leave after 30 days they will go find a different spot and if you have any concerns that's when you say "this is the end of your

tenancy.” Commissioner Rule has concerns with the generalities of the conditions and said they need to be tightened up. He said 90 days seems like a long time to stay in a camping facility. Ms. Rutherford said the majority of RV owners are older people and generally speaking, the average RV stay is less than 10 days. Anything longer than that might be a case where a relative is watching a child and/or they have someone in the hospital so they are looking for a place to stay when a loved one needs care. The extended limit was for the extraordinary circumstances where somebody chooses to be in an area a little bit longer; it’s not the intention. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to close public testimony. The Board’s review was as follows: Commissioner Rule said this is a unique case and he asked Zach Wesley if he has advice for the Board. Zach Wesley said the only proposed conditions are in a draft version that was submitted by the applicant along with the application. A lot of the terms have been discussed and there’s been potential modifications offered verbally, or nuances have been discussed, but in order to finish the deliberation and have a final discussion it would be appropriate for the Board to have staff produce some conditions based on the discussion and testimony and get into the details of the language and discuss that with the applicant and the opponents to see if there are any conditions that staff could put together based on the testimony you’ve heard that could mitigate the concerns raised. Obviously this proposition would require a continuation of the deliberation portion of the hearing in order for staff to produce those documents as well as an opportunity for the applicant and opponents to review those staff recommended conditions so that everyone has the opportunity to comment and offer additional testimony if that’s necessary. Commissioner Dale said it’s a good idea to solidify the conditions of approval that have been proposed since we don’t really have anything yet but since we’ve closed public testimony portion is there an opportunity to receive comments from both sides on the conditions that would be proposed. If so, can we receive those in writing from both sides? Mr. Wesley said the Board could reopen the record for that specific purpose and have oral testimony or ask the parties to submit written recommendations as well. Commissioner Hanson said if this request was approved one of the biggest issues for him is the enforceability of the conditions. Commissioner Rule said there are some things about the application that bother him, such as the length of stay, the design the space for other vehicles/boats, and the idea of towing vehicles from the property. He said if a vote was taken today he’d probably vote against but perhaps if the conditions can be tightened up he may consider voting another way. Commissioner Dale has some major concerns that have not been answered. It’s a small area for the amount of RVs that could go in there, and he would like to see some green space and nice amenities but he doesn’t know if there’s much room for that so it would likely be more asphalt, etc. Specific conditions are needed because the Board is not going to go on somebody’s word, we need everything in writing and it needs to be agreed upon with no wiggle room. He wants to see an opportunity for both sides to comment on

whatever is proposed. Director Nilsson said staff will prepare findings with those conditions so the Board can see the nexus between the conditions and the findings it would need to make for conditional use permit approval. The Board can review that to see if it feels those conditions satisfactorily mitigate the concerns we heard. She appreciates the testimony received and said staff prepares reports without the benefit of the public hearing and they have learned a lot and they will draft those findings with conditions and the Board will have both options before it. Mr. Wesley said Commissioner Hanson's point about enforceability goes to the importance of having this go back through staff for proposed conditions. One condition that was discussed with the applicant was proposed condition no. 6 and whether guests *may* have to change spaces so it's important the conditions go through staff with an eye of looking at enforceability. The enforcement process for a conditional use permit requires either DSD staff or someone from the public raise an issue with DSD, and first the director investigates then there's a potential hearing process to revoke the C.U.P. which would end the use and that would be the County's mechanism to enforce, to revoke the permit. So if there's a clause in the conditions for approval that include language that is soft like the word *may* it's basically unenforceable. If the Board's intent was to have RVs move every 30 days and there's a *may* in here and an RV hasn't moved for 60 days there is no way to enforce that provision. Commissioner Dale made a motion to continue the hearing to October 9, 2015 at 10:00 a.m. Commissioner Hanson seconded the motion as long as the applicant and the opponents get the information ahead of time. Director Nilsson will disseminate the information to both groups. DSD will produce a revised staff report to the Board with proposed findings and conditions at least one week prior to October 9. Comments have to be specific to the proposed findings. On October 9 the Board will go through the conditions and deliberate on the record. Public testimony will NOT be taken. The motion carried unanimously. The hearing concluded at 11:38 a.m. An audio recording is on file in the Commissioners' Office.

TWENTY-THIRD DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 10, 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 Jim Martell, Laura Soto, Natalie Kelpin, and Ashley Wolff.

EMPLOYEE MOBILE DEVICE OPTION AUTHORIZATION FORM

The Board approved an Employee Mobile Device Option Authorization Form for Greg Rast.

APPROVED CLAIMS ORDER NO. 9-11-15

The Board of Commissioners approved payment of County claims in the amount of \$124.00 for accounts payable.

APPROVED CLAIMS ORDER NO. 9-25-15

The Board of Commissioners approved payment of County claims in the amount of \$7,515.76 for accounts payable.

CONTINUE MEDICAL INDIGENCY HEARINGS

The Board met today at 8:53 a.m. to go on the record and continue medical indigency hearings. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the following case by signed stipulation: Case No. 2015-976 was continued to December 17, 2015 at 9:00 a.m. Ms. Baker recommended the Board take Case No. 2015-1011 under advisement. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to take Case No. 2015-1011 under advisement with a decision to be rendered within 30 days. The proceeding concluded at 8:55 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-933

The Board met today at 8:59 a.m. to conduct a medical indigency hearing for Case No. 2015-933. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, 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 Hanson, the Board voted unanimously to continue the hearing to November 5, 2015 at 9:00 a.m. The hearing concluded at 9:27 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-975

The Board met today at 9:28 a.m. to conduct a medical indigency hearing for Case No. 2015-975. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Attorney Mark Peterson, Kate Stark from St. Luke's, and Deputy Clerk Kelly Martinez. The applicant was not present for today's hearing. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to November 19, 2015 at 9:00 a.m. The hearing concluded at 9:30 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-845

The Board met today at 9:32 a.m. to conduct a medical indigency hearing for Case No. 2015-845. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, the applicant, Interpreter Mercedes Lupercio, 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 Hanson, the Board voted unanimously to uphold the original denial dated May 27, 2015. The hearing concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-1005

The Board met today at 9:44 a.m. to conduct a medical indigency hearing for Case No. 2015-1005. Present were: Commissioners Craig Hanson and Tom Dale, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, the applicant and his friend, Steven Deville from St. Alphonsus, and Deputy Clerk Kelly Martinez. Deputy P.A. Brad Goodsell arrived at 9:46 a.m. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to November 5, 2015 at 9:00 a.m. The hearing concluded at 9:53 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-972

The Board met today at 9:56 a.m. to conduct a medical indigency hearing for Case No. 2015-972. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, the applicant and his children, 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 Hanson, the Board voted unanimously to uphold the original denial dated June 24, 2015. The hearing concluded at 10:04 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 10:04 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, and Deputy Clerk Kelly Martinez. Ms. Chadwick recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2015-1013, 2015-924, 2015-920, and 2015-923. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 10:05 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 11:02 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, HR Director Jeannine Eiband, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Commissioner Rule said the Board has been discussing the possibilities of bringing the Canyon County Ambulance District (CCAD) under the County in terms of legal services and HR services. It was determined that the Prosecutor's Office could not provide service to the CCAD but a personnel issue came up and the question was raised whether HR services could be provided. Sam Laugheed said some of that discussion will need to be on the agenda with the Board meeting as both the CCAD Board of Commissioners and the Canyon County Board of Commissioners. The underlying issue is we can separate the provision of HR services that are consulting in nature from the legal side. His understanding is that the Board and the CCAD - recognizing they are the same executive authority, but two different taxing districts - have directed the HR Department to provide assistance in the form of redrafting personnel rules for the CCAD to more closely mirror the County's with the direction that HR would then bill for that time. The County is not going to lose any money on it and CCAD isn't getting a benefit, the levies are still appropriate and so there's no real concern with that happening. There is a distinction between the HR consulting services to the director and a more full service HR sort of arrangement. Jeannine Eiband said she started working on the CCAD handbook in April and at that time there was some discussion that perhaps the district would become a department under the County so they did limited work on the handbook because there was no point making substantial changes in June only to have them adopt a handbook in October when the change was going to take place. She found out a few weeks ago that the CCAD will not come under the County and so now her office has been working more on creating a handbook and rewriting what they have and adopting some of the County policies that are more in line with what the CCAD needs. She said the district is in need of HR services and they need help separate from legal counsel. It has evolved to a point where a situation arose that requires more in-depth services from HR, for instance, administration of FMLA and the use of correct forms, benefits issues, COBRA, ADA, and complaint procedure issues. She suggested the next step would be for her to produce a list of services they could provide and Director Robb Hickey would identify the ones he needed help with, and if it's going to be consulting that would be an hourly arrangement but if he needs more full service it would be cheaper in the long run to have a flat fee. She is concerned about the liability issue associated with HR working in a consultant arrangement. Commissioner Hanson the initial reason for this was to get consistency in legal advice and consistency in HR processes, and the ridiculousness of the statute puts the Board in conflict by being the Board of County Commissioners and the Ambulance District

Board of Commissioners so that's why we wanted to bring it in-house; however, this is getting beyond the scope and maybe we just need to let CCAD go out for a contract or do an RFP for legal services. He said the Board stopped the process because of concerns of a liability situation. Also, maybe CCAD needs to find another HR consultant. Commissioner Dale said Mr. Laugheed did a great analysis of the whole situation with legal and HR and it seems like we ought to go out for an RFP on that, secondly regarding HR, he's not seen a real analysis from Ms. Eiband on whether they would be able to handle it in-house or if it would be more efficient to contract with HR or go with a private entity. Mr. Laughed said he is not that worried about the liability because of the relationship with ICRMP and because the Board is the executive authority over both and if they are directing Ms. Eiband in either capacity to do this work it's within the scope of her duties and we can memorialize that direction if we get to that point. His concern is more with providing a flat fee for HR service because it cannot be revenue generating; the cost has to mirror the expense to the County and it would be hard to establish a flat fee and that's why he liked the hourly billing more. Ms. Eiband said if the CCAD contracts with an outside law firm then that would be the counsel she would work with. She thinks it will be less expensive to go with a flat fee arrangement for the first year and said when she did an initial analysis in the spring she said they would be able to accomplish that with a part-time person and they would use the flat fee to recoup the costs for that person. Any time you're billing out something it's nice to have the detail so she doesn't object to that either. Commissioner Dale said if we're going out for legal representation through an RFP he doesn't want it developed by someone who has an interest in gaining that contract; it should be done by an independent party. Mr. Laugheed said if the Board directs Ms. Eiband to advise the CCAD Director on HR issues he can call his current counsel if it turns into an exposure issue. Ms. Eiband said she is comfortable with that. Commissioner Hanson is good with that for the immediate situation but said we need to get it agendaized and come to a decision on what we're going to do. Ms. Eiband has a bill prepared for the work done between April and now that she will send to the Board, and then Mr. Laugheed will draft language for the Board to sign indicating they have decided to do this. Ms. Eiband left at 11:19 a.m. On another topic, Commissioner Dale spoke about an email he received from Sara Baker from the Ada County Highway District regarding an objection to a proposal to extend the 129,000 pound truck traffic allowance on Highway 20-26 and Highway 16, and she was wondering if Canyon County would send an objection letter to ITD. Commissioner Rule asked legal to assist the Board with preparing a letter to object to the proposal. At 11:22 a.m. the Board went into Executive Session as follows:

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

Commissioner Hanson made a motion to go into Executive Session at 11:22 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i) to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims, and to move across the hall in the public meeting room for purposes of confidentiality due to ongoing construction in the Commissioners' meeting room. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, DSD Director Tricia Nilsson and Deputy Clerk Monica Reeves. Director Nilsson left at 11:35 a.m. The Executive Session concluded at 11:44 a.m. with no decision being called for in open session.

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

TWENTY-FOURTH DAY OF AUGUST TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 11, 2015

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$1,042.90 to My Binding.com.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Solid Waste Department in the amount of \$5,000.00 to Commercial Tire.

APPROVED CLAIMS ORDER NO. 9-11-15

The Board of Commissioners approved payment of County claims in the amount of \$30,238.64 for accounts payable.

APPROVED CLAIMS ORDER NO. 9-22-15

The Board of Commissioners approved payment of County claims in the amount of \$1,443.00 for accounts payable.

CONSIDER SIGNING COUNTY EXTENSION AGREEMENT FOR UNIVERSITY OF IDAHO EXTENSION, COLLEGE OF AGRICULTURAL AND LIFE SCIENCES

The Board met today at 9:30 a.m. to consider signing the County Extension Agreement for the University of Idaho Extension, College of Agricultural and Life Sciences. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Zach Wagoner said the agreement contains the budget for the County Agent for FY2016; the total budget is \$226,850 and that amount matches what the County adopted. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to approve the agreement and authorize the Chairman's signature. The proceeding concluded at 9:32 a.m. An audio recording is on file in Commissioners' Office.

CONSIDER GRANTING SEVEN DAY EXTENSION REQUEST FOR FILING LEVY CERTIFICATION FOR THE CALDWELL SCHOOL DISTRICT AND THE NAMPA SCHOOL DISTRICT

The Board met today at 9:45 a.m. to consider granting a seven day extension request for the filing of levy certifications. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Zach Wagoner said yesterday was the due date for taxing districts to turn in their levy certifications to the County Clerk. Taxing districts have the right to request a seven day

extension from the County Commissioners. School districts have the authority to levy an emergency levy depending on enrollment numbers and oftentimes those numbers come in later because they have to wait until students are actually enrolled. The Caldwell School District and the Nampa School District have requested an extension. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to grant a seven day extension for filing levy certification as requested. (See Resolution No. 15-141.) The meeting concluded at 9:46 a.m. An audio recording is on file in the Commissioners' Office.

COMMISSIONER AUGUST 2015 TERM ADJOURNED

At the conclusion of the day's official business, the Board adjourned the August 2015 Commissioner Term.

THE MINUTES OF THE FISCAL TERM OF AUGUST 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: 11-9-15