

FIRST DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 14, 2015

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$6,460.63 to Bargreen Ellingson.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$17,548.00 to Nemo-Q.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$18,386.00 to Nemo-Q.

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, 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: He reported on the events of last week which made for a busy week in terms of public records requests; a press conference is scheduled for October 1 for domestic violence awareness month; he is working with Juvenile Probation on the Back on Track 5k run/walk for national runaway prevention month; he will draft a letter for the Board to send to the Idaho Transportation Department expressing its opposition to the 129,000 pound truck traffic proposal; he will work on finalizing the draft of the County media relations policy; and he will reach out to the historical societies again to ask about changing out the display

cabinets in the lobby. Paul Navarro reported on the following facilities issues: the large commercial ice maker in the jail has stopped working so he will submit a purchase order for a new unit; he and Ken Fisher will meet with the Board on Wednesday; the fire sprinkler lines were installed last week; at the Board's request he met with an architect and engineer regarding the jail annex and they found an older set of blue prints from 1998 called the old jail reactivation plan that was done by Maxey and Maxey. Some of the concrete and steel can come out but not all of it. They want to do a time and material on this to exceed \$1500. Commissioner Hanson said if we get a plan of what can be removed we should take a look and talk it through. Commissioner Rule agreed and said the Board will schedule a meeting to walk through the site. Mr. Navarro said he hasn't heard from the Sheriff but hopefully there will be something in the next few weeks to share. Commissioner Dale said the Sheriff asked him about it but he didn't seem to have any real problem with it nor did he express an issue with it. The meeting concluded at 8:52 a.m. An audio recording 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, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Mr. Wesley said he didn't have any items for the Board this morning but said he is available if the Board needs him. The Board did not have any items for discussion either. The proceeding concluded at 9:04 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTION TO APPROVE TITLE AND PAY GRADE CHANGES TO MULTIPLE POSITIONS IN THE PUBLIC DEFENDER'S DEPARTMENT

The Board met today at 9:30 a.m. to consider signing a resolution approving title and pay grade changes to multiple positions in the Public Defender's Department. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, HR Admin. Supervisor Michelle Britain, Office Administrator Deepak Budwani, and Deputy Clerk Kelly Martinez. Mr. Budwani said this resolution will create a sense of hierarchy amongst the support staff. Ms. Britain said this will bring them up to an equal level with the other departments as far as having a "step level". Commissioner Hanson asked what the levels are based on, experience or supervision. Mr. Budwani said they are based on duties and experience. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the resolution approving

title and pay grade changes to multiple positions in the Public Defender's Department. The signed resolution, No. 15-142, 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.

CONSIDER SIGNING MASTER POST WARRANTY SERVICES AGREEMENT WITH COMMERCIAL ELECTRONICS CORP. AND THE CANYON COUNTY SHERIFF'S OFFICE

The Board met today at 9:48 a.m. to consider signing the Master Post Warranty Services Agreement with Commercial Electronics Corporation and the Canyon County Sheriff's Office. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Mike Porter, Dispatch Supervisor Roxanne Wade, Sgt. Rob Whitney, Sheriff's Systems Specialist Mike Bell, and Deputy Clerk Monica Reeves. Rob Whitney said Commercial Electronics Corporation is the third-party provider for the Higher Ground recording system in the dispatch center. It has been in use for approximately one year and they have come up on the first year warranty ending and so they have reached out to Commercial Electronics to extend that warranty for one year and this is the documentation that has been provided. Mike Porter reviewed the contract and made a couple of changes about arbitration/ mediation and where that would take place and other than that it's a pretty standard contract. Sgt. Whitney said they are looking at the Tier 3 annual maintenance of \$15,360. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the Master Post Warranty Services Agreement between Commercial Electronics Corp., Canyon County, and the Canyon County Sheriff's Office. (Agreement No. 15-081.) The meeting concluded at 9:51 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING ADDENDUM TO CANYON COUNTY HISTORIC PRESERVATION SUPPORT AWARD AGREEMENT WITH THE COLLEGE OF WESTERN IDAHO FOUNDATION

The Board met today at 9:52 a.m. to consider signing an Addendum to the Canyon County Historic Preservation Support Award Agreement with the College of Western Idaho Foundation. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Zach Wesley said the amendment was discussed in June. The college had been working on a recording project for the Celebration Park and Map Rock petroglyphs during spring break and they realized they needed some amendments to their budget and they wanted to modify a couple of provisions so they sent over a preliminary document listing their

changes and we talked about it and everything sounded like it was acceptable. They are closing out their agreement on their end and wanted to formally modify the agreement; the amendment substitutes their new budget for the one that was originally in the award. The initial award to the CWI Foundation Anthropology Club was \$5,225 so they are working within that award and moving the numbers around. They initially proposed they would match 20 students at 80 hours of labor at \$10 per hour and that would be a \$16,000 labor match, but they actually had 25 students so the labor match amount was \$20,000. The County's funding amount of \$5,225 will not change. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the addendum to Canyon County Historic Preservation Support Award Agreement 14-142. (See Agreement No. 15-082.). The meeting concluded at 9:58 a.m. An audio recording 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 10:18 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, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: this first week has been busy and Director Rast has been meeting with staff, Elected Officials, and Department Heads; Secure the Human training update; update on interviews for open positions and personnel updates; discussion regarding new employee orientation processes he would like to work towards; he is working on the IT organizational chart; Director Rast said he is also working with HR on improving the interview process for IT; information regarding a couple of projects including: web redesign, the OnBase program, pilot program for employee performance evaluation; information regarding revamping policies and procedures; and performance metric update information. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:28 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 2:01 p.m. for a monthly meeting with the 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: personnel are meeting to start planning out training for the conversion to Odyssey software; Paul Navarro reconfigured the bench clerk area in the second floor courtrooms because there was not enough workspace; the new Magistrate Judge, Tom Sullivan, will be starting on October 1 and they have a calendar plan in place; Doug Tyler has been chosen as Mr. Kessler's successor; Mr. Kessler's last work day is October 16; Mr. Kessler said when Mr. Tyler takes this position, almost all of the staff attorney positions have turned over within the last several months; and there was discussion regarding the process for replacing Judge Huskey. Commissioner Rule asked if Patti Tobias' position has been filled yet and Mr. Kessler said it has not. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:09 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 2:23 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. Deputy P.A. Zach Wesley arrived at 2:27 p.m. Topics of discussion included the following: Map Rock Access planning is progressing to a 2017 grant round with multiple applications; Historic Preservation Commission continues to work on Map Rock Access; Director Bicak addressed the Historic Preservation Commission process as he thinks it can be cleaned up a bit; Idaho Oregon Snake River Water Trail is meeting with the Southwest Idaho Resource Conservation and Development Council on the 3rd Tuesday of each month; September marks the start of fall field trip season at Celebration Park; information regarding a new portable display rack for the New "Lifeways" Cart at Cross Roads Museum (Ethyn Williams Eagle Project); Lake Lowell closes to boating on September 30; personnel updates; "Lake OHV" at Jubilee Motorcycle Park was fixed by Pickles Butte staff; CWI will be working weekends and breaks in our array of Snake River parks this fall; Mark Clark has contacted Director Bicak regarding the disposition of the Clark Ranch (Lakeside Lavender) which is 140 acres including a private lake front on Lake Lowell; Idaho Resource Conservation and Development Association is the coalition of all RC&D Councils in Idaho and will be meeting in Caldwell on September 24 and 25; *Museum Comes to Life* will be held on September 26; and information regarding Grouch Maar (an ancient crater) in Melba. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:49 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER FISCAL YEAR 2016 HISTORIC PRESERVATION COMMISSION RECOMMENDATIONS

The Board met today at 2:15 p.m. to consider Fiscal Year 2016 Canyon County Historic Preservation Commission (HPC) funding recommendations. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Parks Director Tom Bicak, and Deputy Clerk Monica Reeves. Tom Bicak said because of a slight oversight two very similar and similarly packaged applications were overlooked during the evaluation of the applications for FY2016. They both came from Our Memories Indian Creek Museum, which is the Canyon Historical Society; one was for \$1,450 for electrical repair and one was for \$3,500 for plumbing repair. The HPC is recommending both requests be funded. There were a total of 14 applications and they declined one request for \$15,000 from the Canyon Historical Society for bathroom renovations. The County had already awarded them \$13,000 and they had \$8,000 in match for a budget totaling \$21,000, and they were requesting an additional \$15,000. The HPC believed that was an excessive amount for bathroom renovation costs. Commissioner Hanson asked if we have funds available to cover the two requests. Mr. Bicak said funding is available but we will have to have a budget hearing next year to make sure that money is moved over from the reserve but he has talked to the Controller about it and he said it's not a problem. Zach Wesley said the Board has already gone through the budget process and if it decides to adopt the HPC recommendations he will work with staff to send out the award letters and agreements to the groups. Commissioner Hanson made a motion to consider the Historic Preservation Commission recommendations to fund the projects for Fiscal Year 2016. The motion was seconded by Commissioner Dale and carried unanimously. All other budget requests were previously approved. Mr. Bicak received a call on Friday from Boise State University asking if they can get their award letters forwarded as soon as possible so they can get the workshops and the cupule stone program on their spring schedule. Commissioner Hanson said the award letters state they have been awarded the amounts for FY2016. Mr. Bicak said the letters will be forthcoming for the other groups as well but we are doing the letters for BSU now in order to accommodate their scheduling. Mr. Wesley said there is no reason the Board cannot sign the letters today. The award agreements specify that it begins on October 1 and ends September 30 for the 2016 fiscal year and it specifies when disbursements can be made through the Auditor. The Board will sign the letters to Boise State University for the workshop and the cupule stone projects. The meeting concluded at 2:22 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 15, 2015

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

APPROVED CLAIMS ORDER NO. 9-21-15

The Board of Commissioners approved payment of County claims in the amount of \$248.50 for accounts payable.

APPROVED CLAIMS ORDER NO. 9-25-15

The Board of Commissioners approved payment of County claims in the amounts of \$102,711.29 and \$99,910.29 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,050.00 to Heartland Tree Care.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Slanted Rock Brewing Company LLC to be used September 8, 2015 for a wedding.

CONSIDER SIGNING RESOLUTION AUTHORIZING THE DESTRUCTION OF
PHONE MESSAGE BOOKS OF THE CANYON COUNTY SHERIFF'S OFFICE

The Board met today at 9:01 a.m. to consider a resolution authorizing the destruction of phone message books of the Canyon County Sheriff's Office. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Leon Samuels checked the statute and he believes they are classified as

correspondence, which is a temporary record and the required time frame for retention of those records is two years. The phone books are between the years of 2003 and 2008 so we are well past the timeframe. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the resolution authorizing the destruction of phone message books for the Canyon County Sheriff's Office for 2003 through 2008. (See Resolution No. 15-143.) The meeting concluded at 9:02 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:02 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Commissioner Dale reported on last night's fair board meeting and said Laren Bailey looked into Commissioner Rule's suggestion of tiling the Wilson Drain but after doing some research he believes it would be more trouble than it's worth because it will involve working with not only the local irrigation company but the federal government as well. Commissioner Rule said he considers Mr. Bailey an expert in this area and it sounds like the tiling is not a good use of County resources at this time. Commissioner Dale also reported that the fair board was going to form a committee to make recommendations and provide feedback on the proposed ordinance change that would put the fair board as an advisory board; however, Diana Sinner has not yet met with the Controller so they committed that they would go ahead and make recommendations so the Board of Commissioners could get feedback on the proposed ordinance. So far they haven't done anything on it but they will get it done before their next board meeting in October. At 9:06 a.m. the Board went into Executive Session as follows:

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

Commissioner Hanson made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f) to discuss records exempt from public disclosure and attorney-client communication, and communicate with legal counsel regarding pending/imminently likely 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, Deputy P.A. Leon

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

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

CONSIDER RENEWAL MASTER AGREEMENTS FOR PROFESSIONAL ENGINEERING SERVICES WITH KELLER ASSOCIATES AND WITH MASON & STANFIELD, INC.

The Board met today at 10:12 a.m. to consider the Renewal Master Agreements for Professional Engineering Services with Keller Associates, and Mason & Stanfield, Inc. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The agreements have been reviewed by the Development Services Department and Zach Wesley and they are ready to be signed. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the Renewal Master Agreements for Professional Engineering Services with Keller Associates, and Mason & Stanfield, Inc. (See Agreements No. 15-083 and 15-084.) The meeting concluded at 10:13 a.m. An audio recording is on file in the Commissioners' Office.

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 PURSUANT TO IDAHO CODE 74-206(1)(E)

Commissioner Dale made a motion to go into Executive Session at 2:02 p.m. pursuant to Idaho Code, Section 74-206(1) (e) 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 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, Chief Deputy Assessor Joe Cox, and Deputy Clerk Monica Reeves as well as other interested parties whose names are being kept confidential. The Executive Session concluded at 2:37 p.m. While in open session Mr. Goodsell said the Board had some discussions with individuals who are proposing a business plan that may be eligible for tax exemptions under Idaho Code. There have

been preliminary discussions today but no decisions were made. The proceeding concluded at 2:38 p.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

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

The Board met today at 2:47 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, and Deputy Clerk Monica Reeves. Tera Harden said the department is in good shape so far but her biggest concern is conflict counsel and the amount spent to date is \$152,601 with more costs coming. They have received \$230,502.92 in attorney repayment fees which is helpful to the bottom line. Between outside counsel costs and conflict counsel costs she's hopeful the total amount will be under \$400,000 but there are no guarantees. The only temporary public defender contract that will be continuing for FY2016 is the one for Danielle Scarlett. During the month of August they opened a total of 549 cases; 338 misdemeanors, 119 felonies, 32 juvenile matters, and 13 new child protection act cases. Ms. Harden spoke about the expense of mental involuntary hospitalizations and how she is looking for a grant to have an in-house social worker inside the public defender's office to help facilitate clients receiving their medications upon leaving the hospital and identifying resources for clients in need of services for criminal cases as well. She said public defender offices across the country that have social workers are seeing a decline in the repeat of those with severe mental illness and those with drug addiction, and she feels if they have someone who can connect the client with the resources it will impact the County budget across the board, not just her office. She finds Health and Welfare to be very dysfunctional and she tends to have a hard time dealing with them because they will try to commit somebody on an involuntary hospitalization when the client should not be termed mentally ill, they are developmentally disabled. She has to find the appropriate way to get the client what they need versus having them held in a state hospital in a catatonic state because nobody knows what to do with them. There are a total of 3,084 open cases that are actively being worked and she desperately needs more lawyers and support staff because the numbers continue to increase. Commissioner Rule said there is no doubt Ms. Harden will need more employees in the future but questioned whether Ms. Harden has the space for them. Ms. Harden said she will ultimately have to expand, but right now she has three conference rooms that can be converted to attorney offices if need be. They have room for at least five more employees: three attorneys and two support staff. She previously presented the Board a budget plan of where they need to be versus where they're at and over the next fiscal year it would be appropriate to add five more lawyers, and then an additional five

lawyers and appropriate support staff as they progress in a two year period. Her lawyers are in cubicles, not in offices like the Prosecutor's Office, and although there is comradery it is difficult to concentrate in that setting. In July she presented a report about the cost of adding lawyers and support staff and said it is something we need to plan for. Commissioner Rule asked if there is information available for the average number of hours per case for the public defenders. Ms. Harden said the information is very difficult to calculate but she will look into it. The items discussed were general in nature and did not require Board action. The meeting concluded at 3:14 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 3:14 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 Monica Reeves. (Commissioner Tom Dale arrived at 3:27 p.m. and left at 3:37 p.m.) The following topics were reviewed: Waste amounts were down 8.67% in August. The landfill accepted 20,269 tons of waste in August of 2015 compared to 22,194 tons in August of 2014; update of Pickles Butte Landfill Status Report: a. groundwater evaluation and b. run on/runoff collection system site visit; lower scale house upgrades; the new loader has been ordered and will be delivered the end of October; Miller Creek Aerial Mapping; Vic Mason with the Department of Agriculture will be on site on the 30th for the pesticide cleanup day; there are changes to the work release program due to an incident that caused them to review their processes; the George Nourse Gun Range/Parks and Recreation: Tom Bicak wants to work with Mr. Loper to look at the range and the design; fuel cost and use was also reviewed. Commissioner Rule asked about the landfill expansion/status report and the possibility of increasing fees. Mr. Loper said a draft of the status report update should be available by the end of the month and it will touch on whether it will be wise to go through a lateral expansion of the landfill now or wait until sometime in the future. There might be some benefit in going through the permitting process now because who knows what the requirements will be in the future for monitoring, etc. If we expand our final cover responsibilities will be greater because we'll have more acreage to cover thus it will be more expensive so, yes, we'll have to look at the fees. The other item that will come up with the status report is the strong recommendation to do a 20-30 year long term capital improvement plan because at some point buildings and parking lots will have to be replaced, etc., and we want to make sure our fees are positioned to cover those future costs so that could certainly be a reason to increase fees a little. Commissioner Rule said it's important to plan for the future. The items discussed were general in nature and

did not require Board action. The meeting concluded at 3:42 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

THIRD DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 16, 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 Public Defender's Department in the amount of \$52,880.00 to Journal Technologies, Inc.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Julie Meyers, Betty Jo Hatfield, Sylvia Miehel, and Chrissie Traver.

CONSIDER SIGNING FYE 2016 RENEWAL ADDENDA FOR MASTER AGREEMENT AND SOFTWARE & SUPPORT LICENSE WITH COMPUTER ARTS, INC. (CAI)

The Board met today at 8:30 a.m. to consider signing the Fiscal Year Ending 2016 Renewal Addenda for the Master Agreement and Software Support License with Computer Arts, Inc., (CAI). Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, and Deputy Clerk Monica Reeves. Brad Goodsell said this is the standard renewal agreement for the software used by the Indigent Services Office and nothing has changed except the fees have gone up slightly and are described in the addenda. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the Renewal Addenda for the Master Agreement and Software Support License with Computer Arts, Inc., (CAI). (See Agreement No. 15-085.) The meeting concluded at 8:32 a.m. An audio recording is on file in the Commissioners' Office.

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 Monica Reeves. Director Chadwick requested the Board sign the initial determinations of approval for Case Nos. 2015-970 and 2015-1073, and the initial determinations of denial for Case Nos. 2015-1408, 2015-1363, 2015-1488, 2015-1356, 2015-1362, and 2015-1468. Commissioner Hanson made a motion to approve the approvals and deny the denials that were read into the record. The motion was seconded by Commissioner Dale and carried unanimously. The meeting concluded at 8:33 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: 2015-036797, 2015-035991, 2015-035992, 2015-035993, 2015-035994, 2015-035995, 2015-035996, 2015-035997, and 2015-035998.

MEETING WITH FACILITIES MANAGER AND OWNER'S CONSULTANT REGARDING JAIL ADDITION PROJECT CLOSE OUT OPTIONS

The Board met today at 9:35 a.m. with the facilities manager and owner's consultant regarding the jail addition project close-out options. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Facilities Manager Paul Navarro, Owner's Consultant Ken Fisher, Chief Civil Deputy P.A. Sam Laugheed, Torrie Cope from the Idaho Press-Tribune, Tina Holmquist, and Deputy Clerk Monica Reeves. Paul Navarro said the Board tasked him with looking at what could be done to finish up the jail project. Ken Fisher submitted a two-page narrative outlining the options for the Board's review so it can decide whether to close-out the projects as they are or spend a little more and end up with a something that's a little more of a value.

Sewer Relocation:

The sewer relocation project is pretty much done except for some comments the engineer will have to discuss with the City of Caldwell; the cost to bring the design to a close will be \$875. Mr. Fisher talked about the expense and complexities with rerouting the existing sewer system and said initial plans were to do it through the sallyport, but by the time we are ready to do it there may be a completely different approach. Mr. Navarro said they asked TO Engineers to meet with several contractors and come up

with solutions because rerouting an active sewer line while it's being tapped is very complicated. Also, they need to factor in the requests by the Sheriff's Office and their concerns with how the project will impact an active sallyport. It is so complex it could change based on what happens with the city, and there are other issues such as the discovery of another active line coming off the front of the jail. Mr. Fisher said the \$875 cost would complete the design with consideration on those two lines of what has to happen, but the second part is more the specifications for the contractor to do the work. We should separate them into two projects because you don't want to do the install for the sewer until you're ready to build because you would be doing some things twice. Commissioner Hanson wants to have a complete set of plans, shovel-ready and make it happen, but he is concerned the Sheriff is causing problems with the sallyport issue. He said we do not need to pipe sewage all the way around the entire courthouse and create far more costs because that's just a mechanism to delay and cause increased costs because the Sheriff doesn't want the project. Mr. Navarro said the Sheriff has very kindly talked about security issues which can be done but the recommendation is that we not do it until we are ready to build. Commissioner Hanson said that's fine as long as we get a shovel-ready plan. Mr. Laugheed said at the time the Board initially entered into the contract for the sewer design there was discussion about whether this would have utility even in the event there wasn't a jail built. Mr. Navarro said they were good with that until the other two smaller lines appeared; they still do not think it's a good idea. If we abandon that section of sewer we will have a problem with two small active lines coming out of the north side of the jail. He said the two events should happen simultaneously.

New Jail Schematic Design:

The schematic design cost is \$166,500 and we are about 52% complete. It includes the site plan, floor plans, exterior elevation, building sections, documents to illustrate scale in relationship of project components, comparison of growths meeting with planning department coordinator with client, analysis of options, recommendations for type of quality materials and finishes and preliminary code analysis. Mr. Fisher said it would cost \$79,250 to complete the rest. Schematic design is not a shovel-ready design, it's the work that's been done in order to prep you to get into design development and make construction drawings. It's a very necessary part of the whole plan but you're not going to turn a shovel and do things. Commissioner Dale said we've spent a lot of time looking at whether this particular type of a jail design would be a good design but he believes we have jumped ahead of the game by not doing a long term analysis of what is the future need for jail space in Canyon County. He is not in favor spending \$500,000 right now to complete the plan without seeing an objective long term analysis and strategic plan in place for jail needs. Commissioner Rule spoke about his time on the Commission for the past nine years and the various proposals that have been

considered and rejected by the voters. He said Carter Goble Lee, a nationally recognized planning firm, developed a campus plan and that plan does not specify whether the jail would be best suited offsite or on campus but they did show the new jail on campus. They felt the efficiencies of on campus construction were worth weighing in on their recommendations so he is very aware that it has been vetted and he is confident this is the best way for the County go to. Mr. Navarro said Carter Goble Lee also talked about taking down the Pod 5 sprung structure and building another facility at that location. Commissioner Hanson spoke of his 20 years in law enforcement, 15 of which were spent in the Sheriff's Office, including running the jail, and he was interviewed by Carter Goble Lee as to the needs of the jail. The plan addresses the need for hard cells, women's work release, and a new facility for medical and laundry. We have looked at inmate numbers and are holding the worst of the worst, including multiple offenders who reoffend over and over. He appreciates Commissioner Dale's comments but said this is a process which uses the best amount of tax dollars to cover the costs and the needs for a jail facility. The long term plan started several years ago and we have looked at all the options and we now have an option that is feasible and has been vetted and he believes it is a long term plan. Commissioner Rule said there is unity by two Commissioners to move forward with completing the plans. He said the plan to build a jail was stopped this year due to some financial misunderstanding but he is a year more experienced and knows how to identify funds to do this next year and he thinks planning to start construction by the fall of 2016 is the most efficient and best use of tax dollars. Commissioner Dale said he's read through the Carter Goble Lee report and it had some general concepts but it did not have specifics for a plan and he believes that the best interest for the County in the long term is to have a plan that gets us out of utilizing the old Dale Haile jail for housing inmates. He asked where the \$500,000 to complete the plan will come from. Mr. Navarro said the money is no longer in his budget. Mr. Fisher said \$500,000 was mentioned but it will cost \$609,000 to get the project ready to bid. He also spoke about the information presented by Captain Daren Ward and how it helped everybody understand more of the needs. Commissioner Rule said we're going to try and get everything ready for FY2016. He said the funds will come out of the County reserves and said if we have to open the budget and pull it out of the line item and put it in a line item that's appropriate to spend on these plans that will not be a problem. Mr. Navarro said we were planning on this project going through for FY2016 so Mr. Fisher's fees for the entire year are plugged into the facilities budget, but we need to have a conversation about that because we asked about closing his relationship. Commissioner Rule asked if we can leave everything in place and continue working on the project with ESI, LCA, and Mr. Fisher. Mr. Laugheed said on August 10 we sent a letter notifying them of the termination for convenience and directing them to cease incurring additional expenses and to prepare the final billing, which we now have. It was a termination of the contract; it doesn't require them to respond in writing. We know they have stopped at

our instruction but we could possibly say we don't really want to terminate it, we want to suspend it for a period of time but he doesn't know that they would be obligated to agree to it. Commissioner Rule said it would be to the County's advantage to maintain those relationships through the next budget cycle if it's legally responsible and possible. Mr. Laugheed said there is a financial angle there as well if we can negotiate with ESI to maintain this relationship but he's not sure how it would look other than a renewal of the contract for \$13.5 million at which point we would need to make sure to not violate the Idaho Constitution that we had those funds. We would have to make a record that the funds were available for that amount through the end of the fiscal year where it's much simpler to say we can pay \$609,000. Commissioner Rule proposes to take care of those responsibilities but not start a bid process or a renegotiation for 8-9 months when we fire this back up. Mr. Laugheed said the County went through a lengthy selection process and next year we could say it's not reasonable to go through something like that again given the diligence and expense that we've already done. There is a section in the law that allows us to circumvent some of those requirements in these kinds of situations. It would have to be thoroughly vetted. Mr. Fisher said we need a decision on the sewer design. Commissioner Rule said the sewer is done; we are looking at a shovel-ready project with the sewer with the intent to do the project as we are building the jail. Mr. Laugheed said it might be best from a legal perspective to have Mr. Navarro and Mr. Fisher maintain their communication with ESI while we have a separate contract with LCA to potentially finish this part. It was decided the issue will be discussed again in a week after ESI indicates whether they are willing to maintain a relationship with the County. The Board agreed to maintain a relationship with Mr. Fisher. Commissioner Hanson said he is in support of having a shovel-ready plan for \$609,000 and he is in favor of continuing the relationships with ESI and with Ken Fisher with the understanding that the some of these things need to be vetted through legal. Commissioner Rule said the Board will ask to meet with Zach Wagoner to discuss jail plan budgeting. The meeting concluded at 10:16 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTIONS TO ADOPT TITLE, PCN, AND PAY GRADE CHANGES TO SEVERAL POSITIONS IN THE CLERK OF THE COURT DEPARTMENT

The Board met today at 10:16 a.m. to consider two resolutions adopting title, position control number, and pay grade changes to several positions in the Clerk of the Court Department. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, HR Administrative Supervisor Michelle Britain, HR Generalist Caitlin Pendell, Tina Holmquist, and Deputy Clerk Monica Reeves. Michelle Britain said in anticipation of the Nampa courthouse closing the Court Operations Manager, Denise Kennel, has a

clearer plan of how she wants the office to function and as a result is making some job title changes to go along with the duties. There will be some minimal pay grade changes. Ms. Britain summarized the title changes and pay grade changes for five positions as follows:

- One court clerk II position will move to a court support services position which will result in a decrease in the paygrade
- One court clerk III position will be moving to an area supervisor position which will be a “bump up” in the pay grade structure
- One court clerk III position will move to an area supervisor position
- One court clerk III position will move to an area supervisor position
- One court clerk II position will move to a court clerk III position

Commissioner Rule asked why the department is doing the changes now rather than waiting for the compensation study to be complete. Ms. Britain said they want to get the correct titles assigned now because the compensation project does not reflect moving people into the appropriate job titles or PCNs and they want to make sure they are in place so when the study occurs they can address the pay. Commissioner Dale said it sounds like a reasonable plan. Commissioner Hanson said his only apprehension is we are at the end of the budget year giving pay increases beyond what we have allocated for 2016. Ms. Britain agreed, however, she said back in October of 2014 they did not give any raises based on moving the employees into the appropriate positions with the appropriate titles and the department has the money in their budget because it was not allocated last year. Commissioner Dale said this is not the same as giving a pay raise, it's a positional change. Commissioner Hanson said it's a timing issue because the move will not take place until January. According to Ms. Britain, the employees have begun training in the positions so they can get up to speed. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to approve the resolution adopting title and pay grade changes to several positions in the Clerk of the Court Department. (See Resolution No. 15-144.) The second resolution dealt with title, PCN, and pay grade changes to several upper level positions in the Clerk of the Court Department. The first change would make the court operations manager the director of court operations, and it includes a job description change. It is a straight across-the-board salary grade change and is simply a title change and job description change for the position. The next change would move the assistant court operations manager to the court operations manager and it would stay the same on the pay grade schedule. The other change moves an area supervisor position to a court training and development manager. Ms. Britain offered to revise the resolution because the language is based on the PCN, not the person. She will bring back a revised resolution at a later date. In closing Ms. Britain submitted salary rate

requests which she said are tied to the first resolution. The meeting concluded at 10:30 a.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 17, 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 Solid Waste Department by the IT Department in the amount of \$1,297.00 to Boise Office Equipment.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Prosecutor's Office by the IT Department in the amount of \$5,233.74 to VLCM.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Kathryn Franklin.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for The Club New Plymouth dba The Club to be used October 10, 2015 for a wedding.

APPROVED CLAIMS ORDER NO. 1525

The Board of Commissioners approved payment of County claims in the amount of \$1,280,908.01 for a County payroll.

CONSIDER SIGNING 2015 EMERGENCY MANAGEMENT PERFORMANCE GRANT FOR PERFORMANCE PERIOD OCTOBER 1, 2014 THROUGH SEPTEMBER 29, 2016; THE 2015 STATE HOMELAND SECURITY PROGRAM PERFORMANCE PERIOD SEPTEMBER 1, 2015 THROUGH AUGUST 30, 2017; AND CONSIDER APPROVING THE UPDATE TO THE EMERGENCY OPERATION PLAN

The Board met today at 8:30 a.m. to consider approving the update to the Canyon County Emergency Operations Plan, the 2015 Emergency Management Performance Grant (October 1, 2014 through September 29, 2016), and the 2015 State Homeland Security Program Performance (September 1, 2015 through August 30, 2017). Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Lt. Dave Schorzman, Deputy P.A. Leon Samuels, and Deputy Clerk Monica Reeves. Lt. Schorzman presented the Board with two annual formula grants from the Bureau of Homeland Security. The first one is for a 50% matching grant, part of it covers his salary and the other is half is used to match part of the maintenance agreement with Motorola. The total grant award amount is \$248,044.68 with the County's matching amount of \$124,022.34. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the 2015 Emergency Management Performance Grant (October 1, 2014 through September 29, 2016). The second grant totals \$245,465.20 and is primarily for equipment or other training exercises. There is no match for this grant. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the 2015 State Homeland Security Performance Grant. Lt. Schorzman submitted the 2015 Canyon County Emergency Operations Plan. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the update to the emergency operations plan as presented by Lt. Schorzman. The meeting concluded at 8:36 a.m. An audio recording is on file in the Commissioners' Office.

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

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. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 74-206(1) (d). 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, Chief Civil Deputy P.A. Sam Laugheed, Deputy Clerk Monica Reeves. The Executive Session concluded at 9:14 a.m. with no decision being called for in open session.

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

The Board met today at 9:31 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, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Deputy P.A. Leon Samuels arrived at 9:41 a.m. Topics of discussion included the following: they have 320 juveniles currently on supervised probation and they have 22 juveniles that were committed to the state in the last three weeks; they have been screening and making recommendations to send juveniles to the state because of risk factors; the County is participating in the fishing tournament that Ada County Juvenile Court sponsors. Ms. Catalano said when she attended the Idaho Juvenile Justice Conference they were informed that the Juvenile Probation Academy will be going through some changes this next year. The academy has never been an open campus and apparently that is changing. Also, in the past the academy paid for the lodging and meals so the County will be incurring some expenses such as per diem. Commissioner Hanson said he thinks it is just another sign of the times where the State is trying to figure out how they are going to fund everything that they mandatorily require and that is what this really comes down to is they are hurting for funds in multiple areas. Commissioner Dale asked how many employees Ms. Catalano will be sending to the academy. Ms. Catalano said the most she has ever sent over the last seven years was five employees, but this next academy she will be sending two people. Ms. Catalano said there have also been some discussions that the requirement for certification may be changing from one year to six months and that may be okay for law enforcement, but as far as probation we don't have the numbers. Commissioner Hanson said those are some of the concerns we are looking at through all of those mandatorily required State functions that they have. Mr. Kessler said the problems we have run into with regard to the Juvenile Probation Academy is not having enough enrollees to justify the expense of putting it on and in that case the POST Board will extend or waive the certification temporarily until an academy can be held. With regard to the open campus, that has been an issue for a long time because it has become more and more difficult to schedule the dorm space over there and there were similar academies that have open campuses and it became an issue of why are the juvenile academies stuck there. Ms. Catalano said she doesn't think we will incur a lot of expense on this because we are so close. Commissioner Dale said he attended his first Misdemeanor Training Council meeting

and it seems there may be some overlap in the training required between juvenile probation and misdemeanor probation. Mr. Kessler said the various training councils do look at that to see where they can share resources. Ms. Catalano said there is a new program they are hoping to bring for parents of Canyon County juveniles involved in gangs. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:43 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING FY2016 RENEWAL TO FARM LEASE AGREEMENT NO. 09-146 BETWEEN M&S FARMS, INC. AND CANYON COUNTY

The Board met today at 9:46 a.m. to consider signing the FY2016 Renewal to Farm Lease Agreement No. 09-146 between M&S Farms, Inc. and Canyon County. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Leon Samuels, and Deputy Clerk Kelly Martinez. Mr. Samuels said this lease is for the area of land where the proposed "Agriplex" would be located and it is just a renewal agreement. There is nothing different with the agreement other than the term for next Fiscal Year. The Board briefly went off of the record at 9:50 a.m. to obtain the original document for signature. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the FY2016 Renewal to Farm Lease Agreement No. 09-146 between M&S Farms, Inc. and Canyon County. The signed agreement, No. 15-088, is on file with this day's minute entry. The meeting concluded at 9:51 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

EXECUTIVE SESSION - PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 10:06 a.m. for a meeting with the IT Director to discuss general issues within the IT Department. A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 10:07 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). 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, IT Director Greg Rast, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 11:08 a.m. with no decision being called for in open session.

CONSIDER SIGNING RESOLUTION TO APPROVE THE ADDITION OF TEN POSITIONS FOR FY2016 AND ONE TITLE CHANGE FOR THE TRIAL COURT ADMINISTRATION

The Board met today at 11:09 a.m. to consider signing a resolution approving the addition of ten positions for FY2016 and one title change for the Trial Court Administration. Present were: Commissioners Steve Rule and Craig Hanson, HR Admin. Supervisor Michelle Britain, and Deputy Clerk Kelly Martinez. Ms. Britain said today she is presenting a resolution to add ten positions for Fiscal Year 2016 that have already been considered in the budget hearing. Ms. Britain read the resolution into the record. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the resolution approving the addition of ten positions for FY2016 as well as one title change for the Trial Court Administration. The signed resolution, No. 15-145, is on file with this day's minute entry. The meeting concluded at 11:12 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING SEPTEMBER 17, 2015 AGENDA DOCUMENTS

The Board met today at 11:16 a.m. to consider signing the September 17, 2015 agenda documents. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Kelly Martinez. The items were considered as follows:

FY2016 Canyon County/Norman Family Trust Lease Agreement – Chief Dashiell said the lease agreement is for the City/County Narcotics Unit building which is a shared cost with the FBI Metro Taskforce. There was a tax increase provision included last year to offset additional property taxes due. Commissioner Rule said this is a shared expense with another agency. Chief Dashiell said the monthly rent is the same as last year. The only difference is that last year there was a credit for improvements made to the building but that is not something that occurred again this year. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the FY2016 Lease Agreement with Norman Family Trust. (Agreement No. 15-089)

FY2016 Oral Surgery Contract with Nicholas A. Massoth, DMD – Mr. Samuels said it is part of the group of contracts that have been reviewed as renewals for previous services being offered. This agreement is for the oral surgery services at the jail and the fees are included in the contract which has been reviewed by the Prosecutor’s Office. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the FY2016 Oral Surgery Contract with Nicholas A. Massoth. (Agreement No. 15-090)

The signed documents are on file with this day’s minute entry. The meeting concluded at 11:22 a.m. An audio recording of the meeting is on file in the Commissioners’ Office.

FIFTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 18, 2015

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

ABSENT: Commissioner Craig L. Hanson – at the Statehouse

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$1,812.68 to Tiger Direct.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$6,995.94 to Best Buy for Business.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$2,396.01 to Idera.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$25,929.76 to Dell.

APPROVED PURCHASE ORDER

The Board approved a purchase order for IT Department in the amount of \$8,348.99 to Dell.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Kara Daniels and Rebecca Schroeder.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-036531, 2015-036532, 2015-036533, 2015-036534, 2015-036535, 2015-036536, 2015-036537, 2015-036538, 2015-036539, 2015-036540, 2015-036541, 2015-036542, 2015-036543, 2015-036544, 2015-036545, 2015-036546, 2015-036547, 2015-036548, 2015-036549, 2015-036550, 2015-036551, 2015-036552, 2015-036553, and 2015-036554.

LEGAL STAFF UPDATE

The Board met today at 9:01 a.m. for a legal staff update. Present were: Commissioners Steve Rule and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Commissioner Dale reported on his conversation with the City of Caldwell regarding the progress of the land swap. After discussion with the fair board last week they are proposing language that says at the end of five years they will revisit the issue. There are two suggestions, one with the idea that the City of Caldwell is committed to keeping fair use as a high priority for the land, and, use language that says at the close of five years the issue will be revisited. Commissioner Rule said what happens at the end of five years seems to be the primary concern. Commissioner Dale said it's interesting to note that Tim Lowber and the other fair board members implied Monday that if the fair is not moved in five years it's staying. He said if it's staying the city is committed to a total re-evaluation of the entire 80 acres as far as the master plan, and if the fair has moved within those five years then what's the point they can do

whatever they want with the rest of it. He said it's in the hands of Mayor Nancolas to see if he would be willing to bring a draft of the final agreement to the city council. Commissioner Rule said we will see if that pleases all parties involved. At 9:04 a.m. 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 9:04 a.m. pursuant to Idaho Code, Section 74-206(1) (d) discuss records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:22 a.m. with no decision being called for in open session.

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

SIXTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 21, 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 Denise Kennel, Raena Bull, and Kandice Taylor.

APPROVED CLAIMS ORDER NO. 9-25-15

The Board of Commissioners approved payment of County claims in the amounts of \$61,275.85, \$44,666.22, \$196,315.46, and \$144,472.99 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$43,220.00 to Dell.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Prosecutor's Office in the amount of \$4,956.28 to VLCM.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Facilities Manager Paul Navarro, Senior Administrative Assistant Jenen Ross, and Deputy Clerks Kelly Martinez and Monica Reeves. Ms. Martinez and Ms. Ross left at 8:35 a.m. Paul Navarro reported on the following facilities issues: The roof project is 98% complete and he will meet with the contractor today to discuss the final details; crews are digging a hole for the fire sprinklers and he will find out when they will connect to the city; the heat pumps for the second and third floors should arrive this week, and both floors should be finished in one month; there is work to be done for the audio/visual/power/data connections for the courtrooms but the problem is it's right over the dispatch center so they have to be creative in when and how they do that work; he is working with Sam Laughed on the legal issue with the relationships with ESI, LCA and Ken Fisher. Commissioner Rule said last Friday Mr. Navarro notified him that the courts were upset with the remodel plans because they don't believe they have enough space, but he reassured Mr. Navarro that he had done exactly what the approved plans called for and he believes the new courtrooms will be excellent and the size will be adequate. Mr. Navarro said the spaces are years ahead of where we're at in Nampa courthouse and it's his opinion once they use the space it will be fine. Ms. Reeves informed the Board that new award letters need to be signed in regards to Boise State University's cupule and workshop funding applications. The Board signed letters last week to BSU but as it turns out the university does not have a 501 (c) 3 status so

they reapplied through the Southwest Idaho RC&D for historic preservation funding. Commissioner Rule said during the budget process the Clerk had asked for new furniture but the Board denied the request, however, today the Clerk submitted a purchase order for \$35,000 for new chairs. Commissioner Rule said he will deny it a second time. The meeting concluded at 8:43 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING FY2016 AGREEMENT WITH JORGE D. REYES FOR PROVISION OF AFTERCARE GROUP SESSIONS, INDIVIDUAL AND FAMILY COUNSELING FOR JUVENILE OFFENDERS AND THEIR FAMILIES

The Board met today at 9:01 a.m. to consider signing the FY2016 Agreement with Jorge D. Reyes for Provision of Aftercare Group Session, Individual and Family Counseling for Juvenile Offenders and Their Families. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Probation Officer Elda Catalano, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Ms. Catalano said the agreement is for the continuation of services Jorge Reyes is already providing. He has a master's degree in counselling and has worked with the Department of Juvenile Corrections, and has an extensive history working with juveniles. The rate of pay is \$60 per hour. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the agreement with Jorge D. Reyes for Provision of Aftercare Group Session, Individual and Family Counseling for Juvenile Offenders and Their Families. (See Agreement No. 15-093.) The meeting concluded at 9:04 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:04 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Commissioner Rule asked legal counsel to review two letters the Board received; one was from the Snake River Valley Building Contractors Association and the other is from Malheur County, Oregon regarding objections to any designation of national monument status in Malheur County for the Owyhee Canyon Lands. Brad Goodsell will review the letters. He spoke about a letter he prepared for the Board regarding last week's meeting with a group of investors where he addressed a couple of issues that were raised and he anticipated the Board would use that letter to contact the company. Following comments, the Board directed Mr. Goodsell to communicate the substance of his letter to the company. The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTION AUTHORIZING THE DESTRUCTION OF FILES FOR FORMER EMPLOYEES WITH EMPLOYMENT END DATES BETWEEN JULY 01, 2004 AND JULY 31, 2005 MAINTAINED BY THE CANYON COUNTY HUMAN RESOURCES DEPARTMENT

The Board met today at 9:32 a.m. to consider signing a resolution authorizing the destruction of files for former employees with employment end dates between July 1, 2004 and July 31, 2005 maintained by the Canyon County Human Resources Department. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, HR Administrative Supervisor Michelle Britain, and Deputy Clerk Monica Reeves. Ms. Britain said this is their annual records destruction request and it would destroy files for former employees with employment end dates between July 1, 2004 and July 31, 2005. All files have been reviewed by HR staff and a list was sent to the Prosecutor's Office for review; none of the files have litigation holds so they have the greenlight to destroy the files. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the resolution authorizing the destruction of files for former employees with employment end dates between July 1, 2004 and July 31, 2005. (See Resolution No. 15-147.) The meeting concluded at 9:33 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#15-146 SJB Enterprises LLC dba Copper Café

CONSIDER SIGNING TREASURER'S TAX CHARGE ADJUSTMENTS BY PIN

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

CONSIDER SIGNING RESOLUTION TO ADOPT CHANGE TO ONE JOB DESCRIPTION IN THE CLERK OF THE COURT DEPARTMENT, AND A RESOLUTION TO ADOPT CHANGES TO TITLE, JOB DESCRIPTION AND PAY GRADE FOR TWO POSITIONS IN THE CLERK OF THE COURT DEPARTMENT

The Board met today at 9:45 a.m. to consider signing a resolution to adopt a change to the job description for the Court Operations Manager in the Clerk of the Court

Department, and a resolution to adopt changes to the title, job description and pay grade for two positions in the Clerk of the Court Department. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, HR Administrative Supervisor Michelle Britain, and Deputy Clerk Monica Reeves. Ms. Britain said one resolution changes the job description for the court operations manager. The knowledge, skills and abilities will stay the same, however, the daily functions have changed, and, the education was bumped up to a bachelor's degree. Commissioner Hanson made a motion to sign the resolution for the court operations manager position in the Clerk of the Court Department. The motion was seconded by Commissioner Dale and carried unanimously. (See Resolution No. 15-149.) According to Ms. Britain, the second resolution deals with title, job description and pay grade changes for two positions in the Clerk of the Court Department. Position Control Number (PCN) 673 is currently to an assistant court operations manager but that position is going to be removed from the department and they want to change it to a director of court operations because the department has grown and because of the new structure that will be in place when the Nampa courthouse closes. She said they have seen a need for this position at a higher level. The second PCN is 671 and it's assigned to an area supervisor but they would like to change it to a court training and development manager. That paygrade will go up one scale to an E2. The position will be in charge of all the training as well as managing any educational opportunities. Both positions will see an increase in pay grade. Commissioner Rule asked why this is being done before the salary compensation study is completed. Ms. Britain said they want to get the structure completed before they bring over the Nampa operation. The HR Director and Court Operations Manager have been working on this project for six months to get everything finalized with the structure they need for going forward. She said the department had the funds for October 1, 2014 but they did not use them because they wanted to make sure the structure was complete before employees were moved into the positions. Commissioner Dale said this is a separate issue from the salary survey that's been conducted. This is changing a job description, it's not changing a salary of the old job description. They are changing the responsibilities and what the salary survey is doing is evaluating positions and how they compare within the positions so it's a different issue. Ms. Britain said that is correct and she said the annual salary for the director of court operations will stay the same. She submitted blue sheets (salary rate requests) for PCN 671 and PCN 710 because they are bumping up a paygrade and she believes they are giving the appropriate amount just to get them into that pay grade. The salaries will increase by approximately \$3,000 based on taking on additional duties with their new job descriptions. Commissioner Dale made a motion to sign the resolution approving changes to the title, job description and pay grade for two positions in the Clerk of the Court Department. The motion was seconded by Commissioner Hanson and carried unanimously. (See Resolution No. 15-148.) The

meeting concluded at 9:52 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 10:01 a.m. for a biweekly meeting with the Development Services Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Development Services Director Tricia Nilsson, and Deputy Clerk Kelly Martinez. Director of Information Technology Greg Rast and IT Business Analyst Shawn Adamson arrived at 10:11 a.m. for the next meeting. Topics of discussion included the following: budget and permit summary status update; COMPASS Board packet review; information regarding the public transportation component; Director Nilsson will be out of the office October 1-8; and discussion regarding revisions to the building inspection process which should go into effect on October 1, 2015. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:19 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 10:19 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, IT Business Analyst Shawn Adamson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: information regarding a meeting with the IT Department to discuss strategy, organization, and direction; potential offer this week for the Computer Network Technician position; interviews this week for Application Support Analyst positions; posting new open positions online; Director Rast is evaluating the need for a full time phone receptionist; evaluation of the need to contract to complete project deadlines; Director Rast has met with Boise Office Equipment regarding equipment inventory and analysis; Maas360 removal strategy will begin this week; Director Rast will continue to meet with other Department Heads as well as Elected Officials to evaluate needs; update regarding the HR Performance Evaluation Project using OnBase; discussion regarding the importance of Project Management with the PMO Organization; and an update on the NEMO-Q equipment which has arrived. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:35 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 10:38 a.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Fleet Director Mark Tolman, and Deputy Clerk Kelly Martinez. Director of Misdemeanor Probation Jeff Breach arrived at 10:42 a.m. for the next meeting. Topics of discussion included the following: Director Tolman is working on the insurance policy for a recently wrecked vehicle; discussion regarding options for replacing the damaged vehicle; the new office space is very nice. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:45 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 10:45 a.m. for a biweekly meeting with the Director of Misdemeanor Probation to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Director of Misdemeanor Probation Jeff Breach, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: working on a presentation to show what the community service program has done in its first year; information regarding the offender population trend for 2015; statewide monthly survey of Misdemeanor Probation data; Kootenai County is pushing to have misdemeanor probation officers put into the Rule of 80 for PERSI retirement; discretionary jail time information for probation violations. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:53 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING DOMESTIC VIOLENCE AWARENESS MONTH PROCLAMATION

The Board met today at 11:02 a.m. to consider signing a Proclamation for Domestic Violence Awareness Month. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Domestic Violence Court Coordinator Mary Hoffman, Director of Misdemeanor Probation Jeff Breach, Sr. Misdemeanor Probation Officer Barbara Boyer, Sr. Misdemeanor Probation Officer Steve Nelson, and Deputy

Clerk Kelly Martinez. Ms. Hoffman said October is National Domestic Violence Awareness Month. The Commissioners have been signing this proclamation for a number of years and a public press-release will be held on October 1. Commissioner Dale read the proclamation into the record. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the Domestic Violence Awareness Month Proclamation for October 2015. The meeting concluded at 11:07 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING FY2016 AGREEMENTS FOR PROVISION OF PARENTING APART EDUCATION CLASSES WITH LANCE COUMERILH AND MARY JO LARZELIER

The Board met today at 11:07 a.m. to consider signing the FY2016 Agreements for Provision of Parenting Apart Education Classes with Lance Coumerilh and Mary Jo Larzelier. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Domestic Violence Court Coordinator Mary Hoffman, and Deputy Clerk Kelly Martinez. Ms. Hoffman said both of these contracts are for providers to provide services for family court services. The agreements have been reviewed by the Prosecutor's Office. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the FY2016 Agreements for Provision of Parenting Apart Education Classes with Lance Coumerilh as well as with Mary Jo Larzelier. The signed agreements, Nos. 15-091 and 15-092, are on file with this day's minute entry. The meeting concluded at 11:09 a.m. An audio recording is on file in the Commissioners' Office.

SEVENTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 22, 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 Sheriff's Office in the amount of

\$14,384.00 to Hanson Janitorial Supply Inc.
APPROVED PURCHASE ORDER

The Board approved a purchase order for the Fleet Department in the amount of \$33,089.11 to Peoria Ford.

LEGAL STAFF UPDATE

The Board met today at 10:30 a.m. for a legal staff update. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, DSD Director Tricia Nilsson, Assistant DSD Director Dan Hunter, PIO Joe Decker, and Deputy Clerk Monica Reeves. Brad Goodsell presented the Board with a quitclaim deed that corrects a quitclaim deed that was approved by the Board in February of 2014. The original document interchanged two of the numbers the County uses for administrative purposes and although that did not have any legal significance, the gentleman who purchased the property has indicated it is causing him some issues and he asked the County to issue a corrected quitclaim deed that corrects the two parcel numbers. One number is identified as an AIN and the other is called a parcel number and they have been swapped otherwise it's the same so in an attempt to accommodate this gentleman Mr. Goodsell is asking the Board to issue a corrected quitclaim deed which will be recorded and sent to him. Commissioner Dale made a motion to sign the corrected County quitclaim deed as directed toward Parcel No. 02281000 0. The motion was seconded by Commissioner Rule and carried unanimously. The next item of discussion was the letter from Malheur County who is asking for support in joining with their opposition to any federal action to declare a monument. Commissioner Rule said the current Presidential cabinet is active in wanting to make national monuments out of many areas and he has no problem supporting that County on the issue. Joe Decker was directed to prepare a draft response for the Board to consider and he will have legal review it as well. Mr. Decker and Mr. Goodsell left at 10:35 a.m.

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 10:36 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

Rule. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, Assistant DSD Director Dan Hunter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:20 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.

BIWEEKLY MEETING WITH THE JUVENILE DETENTION DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION AND CONSIDER SIGNING THE CABIN WRITERS IN THE SCHOOLS (WITS) RESIDENCY AGREEMENT FOR THE 2015-2016 ACADEMIC YEAR

The Board met today at 11:20 a.m. for a biweekly meeting with the Juvenile Detention Director to discuss general issues, set policy, and give direction; and to consider signing the Cabin Writers in the Schools (WITS) Residency Agreement for the 2015-2016 academic year. Present were: Commissioners Steve Rule and Tom Dale, Juvenile Detention Director Steve Jett, Administrative Specialist Dawn Gardner, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Mr. Jett said the writers in the school program has been very successful for several years and it's where an author, poet, or writer comes in once a week and motivates the juveniles to do creative writing. Due to funding restrictions the organization asked Mr. Jett to budget \$1000 next year to help with expenses. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the Cabin Writers in the Schools (WITS) Residency Agreement for the 2015-2016 Academic Year. (See Agreement No. 15-094.) Mr. Wesley left at 11:23 a.m. The following topics were discussed as part of Mr. Jett's update: a few days ago the population was at 26 and today they are at 17; the declining numbers are a nationwide trend resulting in the closure of some detention centers; there was discussion about how alternative sentencing programs are impacting population numbers; Mr. Jett attended training in New Jersey last week on programming on budget; the scales of justice tournament was held last week; Dawn Gardner attended a recent conference and learned about the operation of the juvenile justice system; the state is trying to set up training with Officer Taga Bah as a master instructor; Commissioner Dale, who is a pilot, offered to speak to juveniles on aviation; the center purchased a television for training in the day room and it's been used several times for the group activity with the juveniles; Mr. Jett and four of his officers will attend the National Partnership Conference next week; in the last two weeks they have harvested an additional 712 pounds of produce; and overall, the things

at the center are going well. The items discussed were general in nature and did not require Board action. The meeting concluded at 11:35 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

EIGHTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 23, 2015

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Kathleen Pinkston.

APPROVED CLAIMS ORDER NO. 9-24-15

The Board of Commissioners approved payment of County claims in the amounts of \$33,089.11 and \$78.99 for accounts payable.

INDIGENT DECISIONS

The Board met today at 8:30 a.m. to consider indigent decisions. Present were: Commissioners Steve Rule and Craig Hanson, Indigent Services Director Michele Chadwick, and Deputy Clerk Monica Reeves. Ms. Chadwick asked the Board to sign the initial determinations of denial for the following cases: 2015-1387, 2015-1365, 2015-1384, 2015-1254, 2015-1407, 2015-1416, 2015-1406, 2015-1393, 2015-1385, 2015-1401, 2015-1392, 2015-1340, 2015-1390, 2015-1386, 2015-1222, and 2015-808. Commissioner Tom Dale arrived at 8:32 a.m. Commissioner Hanson made a motion make the initial denial for the cases Ms. Chadwick read into the record. The motion was seconded by Commissioner Dale and carried unanimously. The meeting concluded at 8:33 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: 2015-037225, 2015-037226, 2015-037227, 2015-037228, 2015-037229, 2015-037230, and 2015-037231.

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 Dale 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 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, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:41 a.m. with no decision being called for in open session.

MEET WITH CLERK AND CONTROLLER TO APPROVE A TWO PERCENT (2%) COST OF LIVING ADJUSTMENT FOR COUNTY EMPLOYEES, AND TO DISCUSS THE CLERK'S PURCHASE ORDER FOR NEW OFFICE CHAIRS

The Board met today at 3:03 p.m. with the Clerk and Controller to approve a two percent (2%) cost of living adjustment for County employees, and to discuss the Clerk's purchase order for new office chairs. Present were: Commissioners Craig Hanson and Tom Dale, County Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. A 2% salary increase/cost of living adjustment was included in the FY2016 budget and Zach Wagoner has gone through the current list of fulltime employees and gathered the current salaries and added 2% on top of that. Today Mr. Wagoner presented that information to the Board; he has communicated the information to the elected officials and department heads as well. Sometimes there are changes in employment so there could still be changes between now and when the

amounts hit paychecks. The rates will be effective as of September 28, 2015, which is the start of a new work cycle, and he said it's very helpful to have one hourly rate consistent throughout the two weeks rather than having two hourly rates split on one paycheck. The Board had no objection to that. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to approve the resolution for the two percent cost of living increase approved in the 2016 budget. (See Resolution No. 15-150.) The next item of discussion pertained to the Clerk's purchase order for chairs for the Clerk of the Court Department. He said they have tried less expensive chairs but they have not worked out so they want to order the same chairs the public defender's department purchased. Of their current chairs, approximately 10 are out of commission due to mechanical problems but they are under warranty so new parts are being shipped, and some chairs are not in use because the employees have shoved them off to the side and retrieved their old chairs. The Clerk plans to pay for the chairs by transferring funds within his budget. Commissioner Hanson asked if the Clerk plans to use the "A" budget funds from the unfilled chief deputy position. They intend to move "A" budget funds to the "B" budget, but Clerk Yamamoto said he does not plan to use the chief deputy funds to cover it. He has plenty of money in this year's budget to cover the cost of the chairs. Mr. Wagoner said it will come from the court clerk portion of the budget which is in the district court fund rather than the current expense fund. Commissioner Hanson said the total cost is \$35,584, which is very expensive (71 chairs at \$500 apiece). Clerk Yamamoto agreed and then asked if the Board questioned the public defender when she purchased the same chairs. Commissioner Hanson said the Clerk's request to purchase chairs was denied during the budget process. Clerk Yamamoto said the funds are in his budget and 10 days ago he had a discussion with the Board about his authority to utilize the funds within his budget. Commissioner Dale said the Board did not approve the expenditure for the chairs in next year's budget because the budget was pretty tight but he is confident the Clerk has found the funds in this year's budget which will have no effect on the FY2016 budget. He believes new chairs are necessary to the employees' health and level of efficiency and he supports the purchase. Commissioner Hanson asked if Commissioner Dale believes we need to replace every chair in the County with a \$500 chair. Commissioner Dale said that is not at all what he is saying. He supports the specific purchase that's being presented today. Commissioner Hanson expressed his concern with purchasing expensive chairs for just one group of employees. Commissioner Dale said they are the same chairs that are in the public defender's office and he believes it's an appropriate request. Following that comment Commissioner Hanson concluded the meeting. The meeting concluded at 3:14 p.m. An audio recording is on file in the Commissioners' Office.

NINTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 24, 2015

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

ABSENT: Commissioner Craig L. Hanson - vacation

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Sportsman's Hideout LLC to be used September 25, 2015 for a catfish tournament.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Ron Humphrey, Laura Soto, Dave Schorzman, Zahida Perea De Saucedo, Kellie Ternenyi, Lori Kighlinger, Steven Costley, and Timothy Vancura.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Prosecutor's Office in the amount of \$1,055.49 to Amazon.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$32,522.04 to Cervine Networks.

CONTINUE MEDICAL INDIGENCY HEARINGS

The Board met today at 8:52 a.m. to go on the record and continue medical indigency hearings. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne

Baker, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to continue the following cases by signed stipulation as follows:

Case Nos. 2015-458 and 2015-734 were continued to April 14, 2016 at 9:00 a.m.

Case No. 2015-1118 was continued to November 5, 2015 at 9:00 a.m.

Case No. 2015-1001 was continued to November 19, 2015 at 9:00 a.m.

Ms. Baker recommended the Board take Case Nos. 2015-826 and 2015-334 under advisement. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to take Case Nos. 2015-826 and 2015-334 under advisement with a decision to be rendered within 30 days.

The proceeding concluded at 8:54 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-1002

The Board met today at 9:02 a.m. to conduct a medical indigency hearing for Case No. 2015-1002. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Attorney Bryan Nickels, Stephen Deville, Katherine McColl, and Tim Ryan from St. Alphonsus, 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 Rule, the Board voted unanimously to continue the hearing to January 14, 2016 at 9:00 a.m. The hearing concluded at 9:11 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIAL DATES FOR MEDICAL INDIGENCY CASES

The Board met today at 9:17 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Deputy Clerk Kelly Martinez. Ms. Chadwick recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2015-778 and 2015-1120. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 9:18 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, COMMUNICATION WITH LEGAL COUNSEL ABOUT PENDING OR IMMINENTLY LIKELY LITIGATION, AND COMMUNICATION 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 records exempt from public disclosure and attorney-client communication, communication with legal counsel about pending or 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 Dale made a motion to go into Executive Session at 11:01 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:21 a.m. with no decision being called for in open session.

TENTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 25, 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 Sheriff's Office in the amount of \$2,974.00 to Intermountain Communications.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$1,400.00

to Intrepid Networks.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Goodwood Barbecue Company dba Continvo LLC to be used October 3, 2015 for a wedding.

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 9:05 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, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:45 a.m. with no decision being called for in open session.

PUBLIC HEARING TO CONSIDER SOLE SOURCE PROCUREMENT WITH NEMO-Q FOR QUEUING KIOSKS

The Board met today at 9:45 a.m. for a public hearing to consider sole source procurement with Nemo-Q for queuing kiosks. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Leon Samuels, Chief Deputy Sheriff Marv Dashiell, Assistant Director of IT Don Brown, and Deputy Clerk Kelly Martinez. Mr. Samuels said the Board signed a Notice for Sole Source Procurement for Nemo-Q as we have been having some problems at the Driver's License and Motor Vehicle Departments with the current queuing system. There was a little bit of a rush to replace that system to benefit the citizens of Canyon County as well as IT as that was becoming something that was monopolizing their time in trying to fix those problems. Nemo-Q was another company they had vetted when they had done an evaluation of these different line management systems before and thought they were also a comparable company to Tensator, the current vendor. In fact, some of the employees in the DMV

and Driver's License Department actually prefer Nemo-Q. In light of the fact that we were trying to replace these systems immediately and also that IT was willing to "foot the bill" in replacing these systems we thought it would be prudent to do a sole source procurement. The notice was signed and published and no one was present at today's public hearing to object. The next course of action is for the Board to approve the purchase order to be submitted through IT. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve the sole source procurement with Nemo-Q for queuing kiosks. The meeting concluded at 9:49 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEET WITH CONTROLLER TO SET TAX YEAR 2015 LEVY RATES

The Board met today at 10:09 a.m. to set tax year 2015 levy rates. Present were: Commissioners Steve Rule and Craig Hanson, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Zach Wagoner said there are roughly 60 taxing districts throughout Canyon County and they submit their property tax requests to the Clerk for review and he calculates the levy rates based off the dollars they requested divided by the taxable value in the district. He presented the Board with a stack of information containing the levy rates for all for the 60 taxing districts in Canyon County. (The information is included with this day's minute entry.) January 1, 2015 is the date on which values are established; the taxes will be collected in FY2016. The taxing districts are responsible to determine how many dollars they are going to ask for and the County's role is to calculate the rate. If the Clerk identifies an issue or discrepancy they will communicate with that district and explain the situation to them and they will submit a new request form. The state tax commission will also review the information. Mr. Wagoner found some errors initially but he worked with the districts and they are now corrected. In reviewing the documents, Commissioner Hanson said there are several with a yellow highlight and asterisk that indicates that URD has been applied. Mr. Wagoner said that largely applies to school districts and with any voter approved bond or supplemental levy after 2007 there is a different process to calculate the levy rate. The increment value is added back into the value so in those cases urban renewal does not receive revenue off of that specific levy. It ends up increasing the property tax rate which affects all County taxpayers. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to set the tax levy rates for all taxing districts in Canyon County for Fiscal Year 2016 (Tax Year 2015). See Resolution No. 15-151. The meeting concluded at 10:14 a.m. An audio recording is on file in the Commissioners' Office.

SIGN SEPTEMBER 25, 2015 AGENDA DOCUMENTS

The Board met today at 10:15 a.m. to sign the September 25, 2015 agenda items. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Leon Samuels, Domestic Violence Court Coordinator Mary Hoffman, and Deputy Clerk Kelly Martinez. The items were considered as follows:

FY2016 agreement for Provision of Assisting with Parenting Time Planning in Canyon County Workshops between Michael Benton and Canyon County as well as FY2016 agreement for Provision of Parenting Apart Instruction in Canyon County between Deborah Wellman M.A. L.C.P.C. and Canyon County – Ms. Hoffman said the rates are the same as the previous agreements. These two particular people have been providing this service for the County for a number of years. The agreements have been reviewed by the Prosecutor's Office. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the FY2016 agreement for Provision of Assisting with Parenting Time Planning in Canyon County Workshops between Michael Benton and Canyon County as well as the FY2016 agreement for Provision of Parenting Apart Instruction in Canyon County between Deborah Wellman M.A. L.C.P.C. and Canyon County. (See Agreement Nos. 15-095 and 15-096) Ms. Hoffman left at 10:18 a.m.

FY 2016 Psychiatric Services Agreements Between Canyon County and: Dr. Eric Gilbreath, Dr. Charles Novak, Dr. Coire Weathers, Dr. Roberto Negron, Dr. Marc Bostick, Dr. James Piktel, Dr. Kafia Abbasi, Dr. Abhilash Desai, and Dr. David Kent as well as Canyon County's Agreements with Dr. Brad Leavitt, Richard Sonnenberg, Jerry Doke, Phares Book, David Sanford and Dr. Lawrence Banta to provide designated examiner evaluation on proposed mental involuntary commitments – Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the FY 2016 Psychiatric Services Agreements Between Canyon County and: Dr. Eric Gilbreath (15-097), Dr. Charles Novak (15-098), Dr. Coire Weathers (15-099), Dr. Roberto Negron (15-100), Dr. Marc Bostick (15-101), Dr. James Piktel (15-102), Dr. Kafia Abbasi (15-103), Dr. Abhilash Desai (15-104), and Dr. David Kent (15-105), as well as the Canyon County's Agreements with Dr. Brad Leavitt (15-106), Richard Sonnenberg (15-107), Jerry Doke (15-108), Phares Book (15-109), David Sanford (15-110), and Dr. Lawrence Banta (15-111) to provide designated examiner evaluation on proposed mental involuntary commitments.

The signed documents are on file with this day's minute entry. The meeting concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

MEET WITH JULIE SCHELHORN TO DISCUSS PROPERTY CONCERNS

The Board met today at 10:33 a.m. for a meeting with Julie Schelhorn to discuss property concerns. Present were: Commissioners Steve Rule and Craig Hanson, DSD Director Tricia Nilsson, Deputy P.A. Zach Wesley, Julie Schelhorn, Tim Schelhorn, Cheyne Weston, Brad Pintler, and Deputy Clerk Monica Reeves. Zach Wesley said in mid-June he, Commissioner Dale and Tricia Nilsson met with Tim and Julie Schelhorn to discuss some concerns they had with a conditional use permit that belongs to their neighbor concerning an airstrip. After that meeting Director Nilsson tasked the code enforcement officer to investigate the concerns, and the investigation involved some referrals and conversations with other entities, site visits, and a review by DSD that resulted in a letter to the Schelhorns in August that goes step by step through each of their concerns and it gives DSD's findings from their investigations. On September 8 there was a letter from Julie Schelhorn where she had additional comments that she provided Director Nilsson and the Board. Mr. Wesley said the Board has an open door policy on hearing concerns from citizens, this isn't a formal hearing, nor a time to present evidence. It's a conversation with the Schelhorns about their concerns and what DSD had found and to see what we can resolve. Julie Schelhorn said when they originally got the airstrips in 1996 the intent was they would be private and no crop dusting activities would be performed. There is testimony from 1996, 2004, 2007, and 2012 where Mr. Amen testified he is not operating his crop dusting business from his home. She said that was one of the conditions as to why the airstrips were approved and that was the biggest concern of all the surrounding neighbors and it was her concern when Mr. Amen relocated his airstrip in 2012. She said during the P&Z Commission hearing they voiced their concerns and objections, but it was approved so the Schelhorns appealed it to the Board and it was approved based on the testimony that Mr. Amen would not be operating it. She has photos of the mosquito abatement district delivering chemicals, and she has video of Mr. Amen taking off and spraying for Canyon County. Mrs. Schelhorn said when they rezoned their property to rural residential in 2014 the Amens made application to relocate their airstrip towards Deer Flat Road, but she was later told the application was withdrawn, however, excavation and construction has occurred on the property. Tricia Nilsson said the letter she wrote on August 11 stated there was a concern regarding the use of property for an aerial application business so that's where we will probably have continual disagreement. The current zoning of the Amen property is agricultural and in her letter stated what Ag-related activities are allowed in the agricultural zone that do not require special permits. It is an allowed use. There was a condition that stated the airstrip is for private use only and is only used by the property owner, no other planes not owned by them, in terms of what you would call a commercial airstrip. Commissioner Rule said we did not identify it as a condition so our position to enforce is not good. Cheyne Weston, who was the chief planner for the County in 1996, said in the summary of the

testimony from the original hearing said Mr. Amen would like to have the option of being able to land his crop duster on the airstrip but he would not be loading chemicals, herbicides or pesticides from the site or his residence, but that's happening. Mr. Wesley said there is no dispute about what the testimony was on the record and what assertions were made. There's a difference between what was said on the record and what was offered as evidence. The Board takes the testimony to decide on conditions of approval and those are what we can enforce and what can be violated. DSD has not found anything that would substantiate a violation of the C.U.P. or any land use ordinances. He said the Schelhorns could potentially talk to an attorney about pursuing a civil remedy, but the County would not advise them on it. Mr. Weston said this is predicated going back to the original intent and the substantial investment these people made. Brad Pintler, who farms in the area and lives 1200 feet from the Amen property, has had discussions about what the right to farm act means, and as a farmer he has a right to hire Mr. Amen but that does not make him a farmer, it just protects him when they are on his property. Commissioner Rule said he believes the Schelhorns have a legitimate complaint but he said the County doesn't have anything other than conditions to apply because the testimony didn't end up as a condition. He said if the Schelhorns get some kind of civil action going he would be willing to testify for them as to intent. Tricia Nilsson said Condition No. 5 clearly implies that there are pesticides and chemicals intended to be at that site, they just aren't allowed to land it there. If the intent was to prohibit any of it then it would have said that. Mr. Weston said the intent was that chemicals would not be loaded or unloaded. Mrs. Schelhorn said she has been complaining about the dust and she asked if that's enough of a violation to reopen both C.U.P.'s and write what can or cannot be done. Director Nilsson said Condition No. 4 from 2012 addressed that: "The applicant shall apply a sealant and be responsible for dust control measures." The report of the code enforcement officer observed a landing and took photos of the dust mitigation materials. Mr. Wesley said there are a couple of issues as to why there is no evidence of a violation of this particular condition. Language said the applicant shall be responsible for continued dust control measures on a relocated airstrip so DSD sent an investigator to the site and they found that there were methods used to control dust, takeoffs and landings, and they were the makeshift water buffalos spraying water from the plane and the continued application of sealant. In addition the code enforcement officer observed minimal dust, although he's not saying there's never dust out there or there's not dust at takeoff or on different days but the language we are talking about is the applicant shall be responsible for continued dust control measures. He demonstrated that he had a plan in place and was continuing to work on this issue. Commissioner Rule asked Director Nilsson to send the code enforcement back there and arrange for Mr. Amen to take-off and land a couple of times. Mr. Schelhorn said the season is coming to an end, but their surveillance camera has captured images of it. Director Nilsson said in order for the County to do anything we need to have our own evidence that demonstrates the dust is

coming onto the Schelhorn property. Mrs. Schelhorn asked if the matter can be reopened to ask for clarification of intent. Commissioner Rule said they will have to prove that a condition is being violated so they should get an attorney and present proper evidence to DSD that shows the dust is encroaching onto their property. The meeting concluded at 11:16 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH FARMERS' CO-OPERATIVE DITCH COMPANY TO CONSIDER SIGNING LETTER OF SUPPORT

The Board met today at 11:17 a.m. with the Farmers' Co-Operative Ditch Company regarding their request for the County to support their application for a grant through the National Resources Conservation Service. Present were: Commissioners Steve Rule and Craig Hanson, Tom Johnston a board member for the Farmers' Cooperative Ditch Company, and Deputy Clerk Monica Reeves. Mr. Johnston said the ditch company has 20 miles of canal system and irrigates about 15,000 acres, and runoff from Black Canyon farmland deposits into the canal system making water more efficient but also bringing sediments, phosphorus, and nitrates and as water is brought down the canal the water quality is poor so patrons are asking the ditch company to clean the water. They have applied for a grant from the NRCS which leverages private dollars with county, state and federal dollars to create water quality projects. The project will build sediment ponds with automation that will divert the water out of the canal and put them through the cells that will deposit out the sediments and then put it back into the canal and clean it up. They will maintain and clean the sediments basin cells annually and deposit the soils back on wasteland, pasture land and convert it to viable farmland. The grant amount is a half million dollars and the funds will be used to develop the cell and a portion will go into natural resource funds that make people in the program eligible to receive a cost share for water quality projects; for instance, putting on a pivot, or a drip irrigation system. The ditch company is not asking for any financial assistance, instead, they are seeking in-kind assistance and are asking if the County would be willing to help with education and outreach which can be done by writing a news article encouraging constituents in the project area to participate in the project, or, being part of a conservation tour and explain the County's perspective on removing phosphorous from the Lower Boise River. This type of in-kind assistance is estimated to be \$500 a year. They are applying for a five-year project and so it would be \$2,500 of in-kind services. Commissioner Rule said the County cannot commit dollars but it can commit in-kind services for one year at a time. Mr. Johnston said at the end of five years they hope to amend the grant and keep doing it. Commissioners Rule and Hanson are in favor of signing the proposed letter of support once counsel has reviewed it for

potential legal issues. The meeting concluded at 11:29 a.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 28, 2015

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

ABSENT: Commissioner Steven J. Rule – Capital Crimes Defense Fund Meeting

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Kristi Carlton.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$4,489.00 to Northwest Power Systems.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Trial Court Administration in the amount of \$4,489.00 to United Micro Data.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for The Curb Bar & Grill LLC dba The Curb Bar & Grill to be used October 9, 2015 for a wedding.

APPROVED CLAIMS ORDER NO. 9-29-15

The Board of Commissioners approved payment of County claims in the amounts of \$194,678.93 and \$108,286.03 for accounts payable.

FILE IN MINUTES

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

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Craig Hanson and Tom Dale, Facilities Manager Paul Navarro, PIO Joe Decker, Senior Administrative Assistant Jenen Ross, and Deputy Clerks Kelly Martinez and Monica Reeves. Ms. Martinez and Ms. Ross left at 8:39 a.m. Joe Decker reported on the following communication issues: there will be a press conference on Thursday for domestic violence awareness month, and he will write a one-page speech for Prosecutor Bryan Taylor; he will attend an adoption day meeting this week; Channel 6 is working on a PSA on stalking; he talked to the Our Memories Museum about putting items in the County's historical display; he has taken on the role of de-facto webmaster until IT hires someone for that position. Paul Navarro reported on the following facilities issues: the roof project is complete; there is some metal work that needs to be done on the west side of the building; as part of the fire line update contractors hit a footing to the building but they will maneuver around it; the doors and cabinets are in full production for the remodel; the third floor is rapidly coming together, and he is hoping for a revised completion date from the contractor which he expects to occur in November rather than December; three trees next to the east entrance will be removed; the jail kitchen icemaker arrived and is operational; the parking lot by the DMV has been improved and graded; he met with Judge Ford regarding the second floor remodel and the concern that some spaces were too small, but they have come up with an idea that involves minimal changes, at no cost to the County where they will reassign some rooms and make some small modifications. He said all parties are satisfied with the compromise that he and Judge Ford worked out. Mr. Navarro informed the Board that on October 10-12, the demolition contractor and Kreizenbeck Constructors want to start working on the next project which is merging Rooms 201 and 202. Initially the contractors were going to work around the employees but Clerk Yamamoto asked if they can move his entire staff out of those rooms and into the old public meeting room on the first floor. The build-out, if occupied, could take 8-10 weeks but if the space is vacant it can be done in 4-5 weeks. There are a lot of parties involved and a lot of

logistical issues to be addressed which Mr. Navarro will look into it provided the Board doesn't object. The Board has no objection to it. The meeting concluded at 8:53 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING RATIFICATION FOR ADA COUNTY SHERIFF'S OFFICE JAIL HOUSING BILLING AGREEMENT; AN AGREEMENT RENEWAL BETWEEN BEDSIDE X-RAY SERVICE, INC. AND CANYON COUNTY; AND TO CONSIDER APPROVING THE INSURANCE PROPOSAL FOR AIRCRAFT HULL AND LIABILITY COVERAGE OF THE 2012 DRAGANFLYER X6

The Board met today at 9:00 a.m. to consider signing and approving three items that were scheduled for 9:00 a.m. Present were: Commissioners Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Chief Deputy Sheriff Marv Dashiell, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. The items were considered as follows:

Ratification of Ada County Sheriff's Office Jail Housing Billing Agreement - The agreement is unchanged from last year except the fee has increased from \$60 a day to \$70 a day for inmates who are housed on an overflow or conflict aspect. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to authorize the Board to sign the Ratification for Ada County Sheriff's Office Jail Housing Billing Agreement. (See Agreement No. 15-112.)

Agreement renewal with Bedside X-Ray Service, Inc. - The agreement is identical to last year's except the fees have gone up slightly for the portable X-ray machine. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to authorize the Board to sign the renewal of the contract for Bedside X-Ray Service, Inc. (See Agreement No. 15-113.)

Approve Insurance Proposal for Aircraft Hull and Liability Coverage of the 2012 Draganflyer X6 - The proposal is for the aircraft device that's popularly called a drone and the coverage is the same as has been requested each year. The annual cost is \$1,844. Sam Laugheed asked for the Board's authority to bind the County to the coverage. Commissioner Hanson said the aircraft has been used in the past to survey BLM ground to look for a person who was lost. Chief Marv Dashiell said the Sheriff's policy for using the aircraft is very restrictive and is in line with state statute. It has been used on four recoveries for search aspects, and one crime scene, but other than that it's not a primary roll out with the SWAT

team. Commissioner Dale said you can purchase a new device for \$3,000 and questioned if the County should look into that rather than paying \$1,000+ a year in liability coverage. Mr. Laugheed said the big part of the County's payout on this is for the liability insurance. Zach Wagoner said the payment will come from the tort fund. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to authorize Sam Laugheed to sign the insurance proposal for the aircraft hull and liability coverage for the 2012 Draganflyer X-6.

The meeting concluded at 9:13 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DESIGNATE POLLING PLACES FOR THE NOVEMBER 3, 2015 ELECTION

The Board met today at 10:00 a.m. to designate polling places for the November 3, 2015 election. Present were: Commissioners Craig Hanson and Tom Dale, Elections Supervisor Kathy Simon, and Deputy Clerk Monica Reeves. Ms. Simon said all but three precincts will be open. There are 138 different ballot styles for this election: three school levies, a liquor by the drink proposition in Melba, a bond issue in Notus, Caldwell School District has two recall issues, plus there are mayoral and city council elections. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to authorize the designation of polling places for the November 3, 2015 election as outlined in the data submitted by Ms. Simon today. The meeting concluded at 10:02 a.m. An audio recording 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 10:15 a.m. for a weekly meeting with the Director of Information Technology to discuss general issues, set policy, and give direction. Present were: Commissioners Craig Hanson and Tom Dale, Director of Information Technology Greg Rast, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: information regarding a meeting with the IT Organization; personnel and hiring updates, Director Rast is working with Human Resources on resolutions for evaluation; update on Secure the Human training process; Maas360 removal strategy update; update of the Mobile Device Policy changes; information regarding HR Performance Evaluation Project using OnBase; and the website redesign will begin once

the Webmaster position is filled. 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.

TWELFTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 29, 2015

Commissioners attended the Idaho Association of Counties Annual Conference - Boise

THIRTEENTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO SEPTEMBER 30, 2015

Commissioners attended the Idaho Association of Counties Annual Conference - Boise

FOURTEENTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO OCTOBER 1, 2015

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

ABSENT: Commissioner Craig L. Hanson - vacation

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for 3 Girls Catering LLC dba Three Girls Catering to be used October 10, 2015 for a wedding.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Ben Larson, Kenny Jack, and Peter Cook.

APPROVED CLAIMS ORDER NO. 9-30-15

The Board of Commissioners approved payment of County claims in the amounts of \$58,796.42 and \$96,296.85 for accounts payable.

APPROVED CLAIMS ORDER NO. 1526

The Board of Commissioners approved payment of County claims in the amount of \$1,327,477.91 for a County payroll.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$2,095.79 to Best Buy for Business.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,600.00 to Alternative Office Services, LLC.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$4,844.84 to Cerium Networks.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$12,972.00 to Cerium Networks.

INDIGENT DECISIONS

The Board met today at 8:44 a.m. to consider indigent decisions. Present were: Commissioners Steve Rule and Tom Dale, Indigent Services Director Michele Chadwick, and Deputy Clerk Monica Reeves. Director Chadwick asked the Board to

approve the following cases: 2015-999, 2015-334, 2015-1204 and 2015-1011. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to approve the cases that were read into the record. Director Chadwick asked the Board to make the initial determinations of denial on the following cases: 2015-1531, 2015-1449, 2015-1451, 2015-1501, 2015-1556, 2015-1368, 2015-1444, 2015-1422, 2015-1430, 2015-1437, 2015-1435, 2015-1418, 2015-1431, 2015-1555, and 2015-1366. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to make the initial denials. The meeting concluded at 8:45 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: 2015-038536, 2015-038537, 2015-038538, 2015-038539, 2015-038540, 2015-038541, 2015-038542, 2015-038543, 2015-038544, 2015-038545, 2015-038546, and 2015-038547.

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 9:37 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 9:38 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 Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Zach Wesley, Deputy P.A. Leon Samuels, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:02 a.m. with no decision being called for in open session.

CONSIDER SIGNING: FY2016 CANYON COUNTY INDEPENDENT CONTRACTOR AGREEMENT FOR THE HIGHWAY 20-26 PROPERTY SALE; FY2016 PSYCHIATRIC SERVICES AGREEMENT WITH NINON GERMAIN M.D.; AND A LEGAL NOTICE OF ENTERING INTO PERSONAL SERVICES CONTRACTS

The Board met today at 10:02 a.m. to consider signing several items this morning. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Zach Wesley, Deputy P.A. Leon Samuels, and Deputy Clerk Monica Reeves. The items were considered as follows:

FY2016 CANYON COUNTY INDEPENDENT CONTRACTOR AGREEMENT FOR THE HIGHWAY 20-26 PROPERTY SALE - Zach Wesley said this is a renewal of the prior agreement with significant changes being a reduction in the length of the term from one year to six months. Commissioner Dale expressed reservations about selling the property so he would prefer this item be rescheduled to a date when Commissioner Hanson is present. Commissioner Rule concurred.

FY2016 PSYCHIATRIC SERVICES AGREEMENT WITH NINON GERMAIN, M.D. - Leon Samuels said this is part of the batch of personal services agreements that are up for renewal; this one is similar to what has been done in the past. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the FY2016 Psychiatric Services Agreement with Ninon German. (See Agreement No. 15-114.)

LEGAL NOTICE OF ENTERING INTO PERSONAL SERVICES CONTRACTS - Mr. Samuels said whenever the County enters into personal services contracts we are required to publish that we have entered into contracts if we believe the services will be over \$10,000. Part of that publication includes the parties involved, the amount and a brief purpose describing why we're entering into contract. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to authorize the publication of the legal notice.

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

PUBLIC HEARING TO CONSIDER AMENDMENTS TO CANYON COUNTY ZONING ORDINANCE, CASE NO. ZOA-PH-2015-22

The Board met today at 1:43 p.m. to conduct a public hearing to consider amendments to the Canyon County Zoning Ordinance, Case No. ZOA-PH-2015-22. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Zach Wesley, DSD Planner Christian Samples, and Deputy Clerk Monica Reeves. Christian Samples said in working with customers they've found a lot of use standards are peppered throughout the code so staff would like to consolidate those standards into a single place for ease of use and organization, also, there was some cleanup in terms of deleting certain terms and moving portions of definitions into use standards. Mr. Samples reviewed the amendments page by page and explained the changes. The amendment is summarized as follows:

This Ordinance amends Canyon County Code, Chapter 7, amending Section 07-02-03 to move existing use standards from definitions to Article 14, to draft a definition for the term "Staging Area", to delete the term "Fishpond (private)", to amend the definition of the term "Hearing Examiner" to refer to Canyon County, to clarify the definition of the term "Park, Public", to clarify the definition of "Recreational Vehicle (RV) Park" and to move the language from other sections of this chapter to existing definitions; amending 07-06-05 to change incorrectly worded terms; amending Section 07-06-07 to change incorrectly worded terms; amending Section 07-07-05 to change incorrectly worded terms; amending Section 07-07-11 to move additional standards for mineral extraction (long term) to a new Section in Article 14 amending Section 07-07-13 to move standards for a Conditional Use Permit (CUP) for a Wind Farm to a new Section in Article 14, amending Section 07-07-185 to move standards for manufacturing or processing of hazardous chemicals or gases to a new Section in Article 14, amending 07-10-21(1)(3)(C) to move setbacks for mineral extraction to a new Section in Article 14, amending Section 07-10-27 to delete repetitive language and footnotes, to delete the use of "Mineral Extraction Short and/or Long Term" from the land use matrix and to correct an error not showing the use of "Secondary Residence" as a conditional use in the R-2 Zoning District, amending Section 07-14-01 to delete duplicate language and move the secondary residence use standards to a new Section in the Article, amending Article 14 to create a use standards Article, amending 07-15-07 to move home business permit additional requirements/standards to a new Section in Article 14, amending 07-15-11 to move assisted care facilities additional requirements/standards to a new Section in Article 14, amending 07-15-13 to delete the phrase "Wind Farm" from the Section Title and move small wind energy system additional requirements/standards to a new Section in Article 14, amending 07-15-15 to

move mineral extraction (short term) additional requirements/standards to a new Section in Article 14, and to amend Article 16 to move the home occupation standards to a new Section in Article 14.

Commissioner Rule said there are several places where the definitions could have an impact on the use so he would like to have a subcommittee consisting of actual users review the proposed text. Mr. Samples said he appreciates the public process and he has no problem getting input, although he did reiterate that staff did not create any new standards. In some cases they had to craft definitions where there were none, such as the case with a staging area. Commissioner Dale said a thorough vetting is always a good idea. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to an unspecified later date to allow for public input. The hearing concluded at 2:32 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING PROCLAMATION OF 4-H WEEK IN CANYON COUNTY

The Board met today at 2:18 p.m. to consider signing a Proclamation regarding 4-H Week in Canyon County. Present were: Commissioners Steve Rule and Tom Dale, PIO Joe Decker, 4-H Program Coordinator Tina Holmquist, and Deputy Clerk Kelly Martinez. Ms. Holmquist said next week is National 4-H week and added that Canyon County is the largest county involved with 4-H in the State of Idaho. Commissioner Dale read the proclamation into the record. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the Proclamation proclaiming October 4th through 10th, 2015 4-H Week in Canyon County. The meeting concluded at 2:23 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIGN OCTOBER 1, 2015 2:30 P.M. AGENDA DOCUMENTS

The Board met today at 2:31 p.m. to consider signing the October 1, 2015 2:30 p.m. agenda documents. Present were: Commissioners Steve Rule and Tom Dale, HR Admin. Supervisor Michelle Britain, Indigent Interview Specialist Kelli Brassfield, and Deputy Clerk Kelly Martinez. The items were considered as follows:

Resolution to adopt the title change of one position in the Information Technology Department – Ms. Britain said they are moving PCN 850 from Web Administrator to a Webmaster and that it is literally just a title change. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board

voted unanimously to sign the resolution adopting the title change of one position in the Information Technology Department. (See Resolution No. 15-152.)

Resolution to adopt the pay grade changes for two positions in the Clerk's Office - Ms. Britain said this is to approve pay grade for two positions in Clerk's Office. The Elections Supervisor, who is currently a pay grade N7 with a non-exempt FLSA status. This will move the position to pay grade E1 and change the FLSA to an exempt status. This position is currently at an hourly status and as a supervisor you are sometimes working more than 40 hours per week. This also applies to the Recording Supervisor as well and does not constitute any pay increases at this time. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the resolution adopting the pay grade changes for two positions in the Clerk's Office. (See Resolution No. 15-153.)

The signed documents are on file with this day's minute entry. The meeting concluded at 2:34 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIGN OCTOBER 1, 2015 2:45 P.M. AGENDA DOCUMENTS

The Board met today at 2:45 p.m. to consider signing the October 1, 2015 2:45 p.m. agenda documents. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, Deputy P.A. Leon Samuels, Trial Court Administrator Dan Kessler, Indigent Services Director Michele Chadwick, Indigent Hearing Specialist Yvonne Baker, Interview Specialist Kelli Brassfield, Domestic Violence Court Coordinator Mary Hoffman, and Deputy Clerk Kelly Martinez. The items were considered as follows:

Resolution establishing the income and expenses to be considered in determining medical indigency - Mr. Goodsell said when medical indigency considers applications sometimes there is not information about expenses and income so the Supreme Court has said that in some circumstances the County can impute income and when that is done, you also need to impute expenses. Rather than just pulling those numbers out of the air, the Medical Indigency Department has used a schedule however they thought it would be best for the Board to approve those numbers. The schedule, Exhibit A, has some standard amounts to be used for expenses and the resolution also talks about imputed income as well. These documents are in front of the Board for consideration to be adopted as standards, there is some discretion to use other numbers when appropriate. Director

Chadwick said this is something they have been doing for the last three years and it has streamlined the way they do business and it is updated on a regular basis. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the resolution establishing the income and expenses to be considered in determining medical indigency. (See Resolution No. 15-154) Ms. Chadwick, Ms. Baker, Ms. Brassfield, and Mr. Goodsell left at 2:50 p.m.

FY2016 Agreement for Provision of Assisting with Parenting Apart Instruction in Canyon County with Shelley Carson, L.P.C. and FY2016 Agreement for Provision of Parenting Apart Instruction in Canyon County with Kristie Browning, C.P.M. - Ms. Hoffman said the contract with Shelley Carson is new as she will be replacing a previous instructor. The contract for Kristie Browning is just a renewal however it is a little bit different in the compensation which will amount to \$3,600 less than the previous year. Mr. Kessler said Shelley Carson will be replacing McKenna Lacey's contract. Mr. Samuels said the Prosecutor's Office has reviewed the agreements. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the FY2016 Agreement for Provision of Assisting with Parenting Apart Instruction in Canyon County with Shelley Carson, L.P.C. and FY2016 Agreement for Provision of Parenting Apart Instruction in Canyon County with Kristie Browning, C.P.M. (See Agreement Nos. 15-115 and 15-116.) Ms. Hoffman, Mr. Samuels, and Mr. Kessler left at 2:53 p.m.

FY2016 Owyhee County Juvenile Detention Housing Agreement, FY2016 Gem County Juvenile Detention Housing Agreement, FY2016 Payette County Juvenile Detention Housing Agreement, FY2016 Elmore County Juvenile Detention Housing Agreement, FY2016 Washington County Juvenile Detention Housing Agreement, and FY2016 Adams County Juvenile Detention Housing Agreement - Mr. Wesley said these are agreements that Canyon County has with neighboring counties that allows those counties to place juveniles at Southwest Idaho Juvenile Detention Center. The agreement specifies the terms and the rates. The only change for this year is a rate increase of \$5 per juvenile per day for a rate of \$160 per 24 hour period. (See Agreement Nos. 15-117, 15-118, 15-119, 15-120, 15-121, and 15-122.)

Memorandum of Understanding between Southwest Idaho Juvenile Detention Center and Advocates Against Family Violence - Mr. Wesley said this contract was put in place to assist with PREA and basically there is no cost to the County and appoints Advocates Against Family Violence as a designated agency if there is a report of abuse at the detention center. There are no changes to the agreement this year. (See Agreement No. 15-123.)

Mental Health Clinical Services Southwest Idaho Juvenile Detention Center/CenterPointe, Inc. - Mr. Wesley said this agreement relates to an agreement the Board has already signed this year to State funding that we get that is related to the Detention Center and provides for mental health services. This is just a renewal without any changes. (See Agreement No. 15-124.)

College of Western Idaho Agreement for Clinical Education with Canyon County Jail and College of Western Idaho and the Canyon County Sheriff's Medical Assistant Program Agreement - Mr. Porter said CWI has nursing program students who volunteer time in the jail for clinical hours and experience and there is no cost to the County. It is a program that has been ongoing for the last few years and when we reached out to CWI they indicated they are interested in continuing that relationship. (See Agreement Nos. 15-125 and 15-126.)

Resolution of the Canyon County Board of County Commissioners authorizing the acceptance of State Criminal Alien Assistance Program Grant Funds (See Resolution No. 15-155.)

Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the agreements and resolutions previously read into the record. The signed documents are on file with this day's minute entry. The meeting concluded at 2:59 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

FIFTEENTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO OCTOBER 2, 2015

No meetings scheduled due to lack of quorum.

SIXTEENTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO OCTOBER 5, 2015

No meetings scheduled due to lack of quorum.

SEVENTEENTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO OCTOBER 6, 2015

No meetings scheduled due to lack of quorum.

EIGHTEENTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO OCTOBER 7, 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 Facilities Management in the amount of \$1,610.00 to Master Craft Awards.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$3,475.50 to Intermountain Lock & Security Supply.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,602.00 to Western Building Supply.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,342.61 to Best Buy for Business.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$2,835.00 to Micro Main Corporation.

APPROVED CLAIMS ORDER NO. 10-9-15

The Board of Commissioners approved payment of County claims in the amount of \$891,945.13 for accounts payable.

APPROVED CLAIMS ORDER NO. 9-30-15

The Board of Commissioners approved payment of County claims in the amounts of \$117,635.53 and \$71,604.96 for accounts payable.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Boyzee Inc. and the Piper Pub & Grill to be used October 11, 2015 for a wedding reception.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Continvo LLC dba Goodwood Barbecue Company to be used October 16, 2015 for the Nampa Board of Realtors.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Willi B's LLC dba Willi B's Saloon to be used October 24, 2015 for a wedding.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Rachele Dupuis-Flatt, Ann Ledford, Sheila Diaz, Scott Davis, Monica Gray, Daniel Contreras, Michael Rusetos, David Reed,

Erick Cobiskey, Kyle Maybon, Tammy Bartlett, Weldon Haney, Shala Haff, Matthew Demelo, Brian Horvath, Susan Erickson, Susan Pfeifer, Alan Jessen, and Tara Malek.

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for: Monica Reeves, Madison Hamby, Gearld Wolff, Kimberlee Bratcher, Michael Porter, Margot Ferrera, Betty Jo Hatfield, Darylina Millar, Thomas Bicak, Kathy Kershner, Jose Orozco, Sherri Root, Leticia Vance, Mike Davidson, Karen DeLuna, Paul Navarro, Julie Cornell, Jeff Breach, Ellen Tingstrom, Diana Sinner, Judy Eskew, Susan Winder, Craig Olsen, Eric Lewis, Melinda Chynoweth, Michael Chamberlian, William Adams, David Schorzman, Chris McCormick, Debbie Shearn, Robin Reynolds, Doug Gately, Justin Scott, Russell Bowers, Michael Roth, Travis Lowber, Jana Vertrees, Esther Gaytan, Andrew Kiehl, Linda Ellis, Rene Whitneck, David Fudge, Jace Thompson, Daniel Combs, Ryan Goldsmith, Randi Reamer, Dana Maxfield, Don Davenport, Jim Bish, Loretta Tweedy, Roland Erickson, Arturo Macias, Daniel Drake, David Minshall, Bryan Williams, Larry Tucker, David Phelps, Melissa Guzman, Dane Phillips, Weldon Haney, Robert Vanderschans, Michael Rusetos, and Bree Ann Kilbourne.

APPROVED TRANSFER OF VACATION TIME TO SICK LEAVE TIME

The Board approved the transfer of vacation time to sick leave time for Russell Bowers.

FILE IN MINUTES

The Board filed the Designation of Senior Deputy Clerk/Auditor Zach Wagoner in today's minutes and is recorded as instrument number 2015-037759.

INDIGENT DECISIONS

The Board went on the record at 8:33 a.m. to consider indigent decisions. Present were: Commissioners Steve Rule and Craig Hanson, Indigent Interview Specialist Kelli Brassfield, and Deputy Clerk Monica Reeves. Ms. Brassfield read the following case numbers into record noting that each case was a denial: 2015-1470, 2015-1478, 2015-1466, 2015-1469, 2015-1388, 2015-1382, 2015-1361 and 2015-1436. Upon the motion of Commissioner Hanson and Commissioner Rule, the Board voted unanimously to deny

the cases presented by the Indigent Services Department. The proceeding concluded at 8:34 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: 2015-039084, 2015-039079, 2015-039080, 2015-039078, 2015-039075, 2015-039076, 2015-039077, 2015-039083, 2015-039082, and 2015-039081.

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

Note for the record: As properly noticed the Board met today at 9:01 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 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. Leon Samuels, Deputy P.A. Zach Wesley, Deputy Clerk Monica Reeves. The Executive Session concluded at 9:13 a.m. with no decision being called for in open session.

CONSIDER SIGNING OCTOBER 7, 2015 AGENDA DOCUMENTS

The Board met today at 9:32 a.m. to consider signing the October 7, 2015 agenda documents. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Zach Wesley, Facilities Manager Paul Navarro, and Deputy Clerk Kelly Martinez. The items were discussed as follows:

Amendment to Lease Agreement between Snake River Properties Boise and Canyon County - Mr. Wesley said this is the storage facility on Industrial Way, it recently changed ownership so there is a new name on the contract. The rate was negotiated three years ago, so this is the final year of that rate agreement.

Mr. Navarro said it is a really nice space and we are using it heavily during the Courthouse remodel to store materials. Mr. Navarro said this has been budgeted for and it is paid all upfront. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the Amendment to the Lease Agreement between Snake River Properties Boise and Canyon County. (Agreement No. 15-127) Paul Navarro left at 9:35 a.m.

FY2016 Memorandum of Understanding between Canyon County and Vallivue School District No. 139 Parent Project – Mr. Wesley said this is a renewal on a contract that has been in place for several years working with the Vallivue School District to boost the Parent Project for the Juvenile Probation Department. It is a class for parents of juveniles who are being supervised by the department. Commissioner Hanson asked if this is outside of the facility or do they do this while inside the facility. Mr. Wesley said this is when they are on supervision in the community so they are not at the detention center. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the FY2016 Memorandum of Understanding between Canyon County and Vallivue School District No. 139 Parent Project. (Agreement No. 15-128)

Independent Contractor agreement for Interim Public Defender Danielle Scarlett – Mr. Wesley said this has been reviewed by the Prosecutor’s Office, however he is not familiar with it enough to explain the terms and the purpose. Commissioner Hanson said it is to provide representation specialized to the Guardian Ad Litem in Child Protection Act and Termination of Parental Rights cases. It is Commissioner Hanson’s recollection that Public Defender Tera Harden has been very satisfied with Ms. Scarlett’s work representing individuals and would like to continue the contract. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the Independent Contractor agreement for Interim Public Defender Danielle Scarlett. (Agreement No. 15-129)

The signed agreements are 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.

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

The Board met today at 9:54 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 and Craig Hanson, Chief Probation Officer Elda Catalano, Recording Supervisor Bobbi Jo Brown, and Deputy Clerk Kelly Martinez. Human Resources Director Jeannine Eiband, HR Generalist Caitlin Pendell, HR Investigator Gary Deulen arrived at 9:56 a.m. Topics of discussion included the following: the Back on Track Run is coming up in November and signage for the event was discussed as Ms. Catalano will be placing signs in front of the Courthouse; Juvenile Probation would like to do a clothing drive and put some bins at the Juvenile Justice building for donations and she would also like to send an email through PIO Joe Decker with donation information; and there have been some personnel changes so Ms. Catalano does have one vacancy for a probation officer. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:00 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 10:00 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 and Craig Hanson, Human Resources Director Jeannine Eiband, HR Generalist Caitlin Pendell, HR Investigator Gary Deulen, Recording Supervisor Bobbi Jo Brown, and Deputy Clerk Kelly Martinez. Director Eiband said she wanted to discuss a blue sheet to give some background to the Commissioners. About a year ago an employee transferred from another department to the Recorder's Office. The transfer occurred shortly after compensation increases on October 1, 2014. That transfer was a promotion but because the employee had just received an increase in her former position, no increase was given at that time for that promotion. That has not been a huge issue until now because the Recorder's Office is ready to fill an entry level position which will put that person on the same pay as the current employee who is in a higher grade. The Clerk's Office would like to make the correction to that pay grade issue with the current employee before they hire the new employee. Ms. Eiband feels confident that this increase would not put them above any increase that would be forthcoming in the new compensation study and it would also be considered in the compensation study. The new number represented is the baseline for the salary grade the employee should have been moved into when promoted. Commissioner Hanson said we are basically looking at an administrative oversight from when the transition took place originally. The Board agreed to move forward and sign the Salary Rate Request. Ms. Pendell and Ms. Brown left at 10:08 a.m. at which time the Board went into Executive Session as follows:

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

Commissioner Hanson made a motion to go into Executive Session at 10:08 a.m. pursuant to Idaho Code, Section 74-206 (1) (b) and (i) to discuss a personnel matter and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Craig Hanson, Human Resources Director Jeannine Eiband, HR Investigator Gary Deulen, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 10:33 a.m. with no decision being called for in open session.

The meeting concluded at 10:33 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

MEETING TO CONSIDER REQUEST BY NOTUS SCHOOL DISTRICT TO WAIVE ALL ZONING AND BUILDING FEES FOR ELEMENTARY SCHOOL CONSTRUCTION PROJECT; CONSIDER SIGNING RESOLUTION ISSUING REFUND TO JULIE TUCKER FOR WITHDRAWN APPLICATION

The Board met today at 10:34 a.m. to consider a request by Notus School District to waive all zoning and building fees for an elementary school construction project as well as to consider signing a resolution to issue a refund to Julie Tucker for withdrawn application. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Zach Wesley, Assistant DSD Director Dan Hunter, and Deputy Clerk Kelly Martinez. The Notus School District approached DSD as they are planning to build a new elementary school and under Idaho Statute Title 67 Chapter 23 the County can waive fees for other taxing entities. Mr. Hunter said we have done this in the past for other school districts and other taxing entities such as Canyon and Nampa Highway Districts. Mr. Wesley asked how much the fees are that we are discussing. Mr. Hunter said we do not know yet because it is still in process. Commissioner Rule doesn't have a problem doing this for Notus School District in particular, but he doesn't want to set a precedent. Mr. Hunter said we have not ever taxed other schools. Commissioner Hanson said he sees some validity to this specific request. Mr. Wesley said the school district has submitted a letter in anticipation of their filing of an application so technically they haven't started the process yet and so an official resolution would come after they have actually applied. Commissioner Hanson said he is in support of this but would like exact numbers once they application is submitted. In regards to the refund

request, Mr. Hunter said there was an application made for an administrative decision and the fees were paid at that time in that amount of \$550. After some work had been completed by the staff and the hearing was noticed, the applicant decided to withdraw the application so the process stopped. Development Services Department is recommending a partial refund in the amount of \$481.77. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the resolution to issue a refund to Julie Tucker for withdrawn application in the amount of \$481.77. The signed resolution, No. 15-156, is on file with this day's minute entry. The meeting concluded at 10:41 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING OCTOBER 7, 2015 AGENDA ITEMS

The Board met today at 10:45 a.m. to consider signing the October 7, 2015 agenda items. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Brad Goodsell, Deputy P.A. Leon Samuels, Chief Deputy Treasurer Nancy Seal, Mary Hoffman, and Deputy Clerk Monica Reeves. Deputy P.A. Zach Wesley arrived at 10:59 a.m. The items were considered as follows:

Indemnification Notice/Agreement Modification with Point and Pay E-Payment Services – Brad Goodsell said the contractor provides e-payment services to the Treasurer's Office and Assessor's Office when somebody wants to use their credit card to pay for a service. The landscape of credit cards is changing with what's called the Europay Visa Mastercard (EVM) and beginning October 1st credit card companies transferred liability from themselves to the vendors who are not using the new cards with microchips. A lot of users are not ready to accept the cards because they don't have the software or hardware, and in order for Point and Pay to continue providing the service to the County they have said they will indemnify us against any liability we might incur as a result of not using EVM until it's in place. It maintains the status quo as-is instead of the liability for fraud going back on the card issuer it will go back on Point and Pay and the reason they are willing to do this is because there is very little fraud involved in the kinds of transactions the County has. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the Indemnification Notice/Agreement Modification with Point and Pay E-Payment Services. (See Agreement No. 15-130.)

FY2016 Agreement for Provision of Parenting Apart Education Classes with Kids in Divorce Support Services, Inc., (KIDS Services) – Leon Samuels said this is part of the family services agreements the Board has been signing. Mary

Hoffman said the contractor offers a co-parenting type of class for parents who are divorcing or who have never married and are going through a custody case. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the FY2016 Agreement for Provision of Parenting Apart Education Classes with Kids in Divorce Support Services, Inc. (See Agreement No. 15-131.)

Amendment No. 1 to the MOU between Nampa Housing Authority and Canyon County - Mr. Goodsell said the Board entered into this MOU with the Nampa Housing Authority a couple of months ago and it relates to how we're going to transfer certain tax deeded properties to them in the event the Board decides it's in the best interest of the public to do so. Originally the agreement applied only to properties that were within the Nampa city limits, but this year there are at least three properties outside of the city limits that the housing authority is in so in order to bring them under the agreement he is proposing an amendment which simply changes the geographic area to the city limits or within five miles of the city limits. Commissioner Hanson asked if the Board will have the final say if it chooses to relinquish property to the Nampa Housing Authority. Mr. Goodsell said the Board will make a decision regarding any property before it is transferred and this is not that decision, this just describes how we're going to go through the process. Commissioner Hanson made a motion to sign Amendment No. 1 to the MOU between Nampa Housing Authority and Canyon County. The motion was seconded by Commissioner Rule and carried unanimously. (See Agreement No. 15-132.)

FY2016 Professional Services Agreement with Kenneth Stringfield, Esq. - This agreement deals with law library services for inmates who have legal questions and assists in procuring appropriate references and materials on a case-by-case basis. The contractor does not provide counsel. Commissioner Rule would like some information regarding the amount of cases Mr. Stringfield handles for the jail law library. The agreement will be postponed to a later date.

Advocates Against Family Violence Hope's Door Program Memorandum of Agreement for Medical and Non-Medical Indigent Care in Canyon County - Mr. Samuels said the contractor provides shelter as well as counselling for indigent victims of domestic violence in emergency situations where individuals needs some temporary shelter. It tops out at \$50,000 and includes a provision that requires a monthly itemized invoice so the Indigent Services Director knows where the money is going. Commissioner Rule said this started four years ago and it's a direct tax savings to the County for downstream problems that result from mental holds and other costs. Upon the motion of Commissioner Hanson

and the second by Commissioner Rule, the Board voted unanimously to sign the Advocates Against Family Violence Hope's Door Program Memorandum of Agreement for Medical and Non-Medical Indigent Care in Canyon County. (See Agreement No. 15-133.)

The meeting concluded at 11:02 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO ADOPT THE TITLE CHANGE OF THREE POSITIONS IN THE INFORMATION TECHNOLOGY DEPARTMENT

The Board met today at 11:02 a.m. to consider signing a resolution to adopt the title change of three positions in the Information Technology Department. Present were: Commissioners Steve Rule and Craig Hanson, IT Director Greg Rast, HR Generalist Caitlin Pendell, HR Administrative Supervisor Michelle Britain, and Deputy Clerk Monica Reeves. Caitlin Pendell said the changes are part of the reorganization the IT Director is working on; there will be no paygrade increases associated with the title changes, which are summarized as follows:

One IT Business Analyst position, salary grade E5, PCN 825, will be changed to a Project Manager position with the same pay grade PCN.

One Lead Systems Analyst position, salary grade E4 PCN 854 will be changed to a Network Architect with the same pay grade and PCN.

One Project Coordinator position, salary grade N5, PCN 824, will be changed to a Telecom Analyst with the same pay grade and PCN.

Commissioner Hanson said the Board hired Greg Rast to design an IT Department that moves forward and these changes are part of that plan. Mr. Rast said this is in the infancy stages of the organization chart and other changes will be coming. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the resolution to adopt the title change of three positions in the Information Technology Department. (See Resolution No. 15-157.) The meeting concluded at 11:06 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING CANYON COUNTY HISTORIC PRESERVATION SUPPORT
AWARD AGREEMENTS FOR BSU'S WORKSHOPS AND PUBLICATION RESEARCH
PROJECTS

The Board met today at 11:06 a.m. to consider signing Canyon County Historic Preservation Support Award Agreements with Boise State University (BSU) for workshops and publication research projects. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Zach Wesley said the first agreement is for the cupule stone and Southwest Idaho RC&D will serve as the nonprofit for Professor Mark Plew who submitted the application through BSU. He will create a report on the physical nature and structure of the stone, engage in research and create literature about the rock art, engage archaeologists that specialize in western art research and create a report on the cupule stone, engage students and faculty in the physical conservation and cleaning of the stone. The second agreement is for workshops and preservation protection of prehistoric rock art and other important sites. It is with BSU, the College of Western Idaho (CWI) and the Desert Institutes Studies Program and as a partner of Southwest Idaho RC&D. The project will allow BSU and CWI to have classes at Celebration Park over spring break that will be credit-bearing but also will be open to the community, without charge, that will focus on the preservation of rock art. Mr. Wesley said this is the evolution of the CWI project that's been going on the last few years to document the rock art at Celebration Park and Map Rock. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the Canyon County Historic Preservation Support Award Agreements for Boise State University's workshops and publication research projects. (See Agreement No. 15-134 and No. 15-135.) The meeting concluded at 11:10 a.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO OCTOBER 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 Misdemeanor Probation Department in the amount of \$1,640.80 to National Business Furniture.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$7,550.26 to R&H Wholesale Supply.

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for: Lonnie Jean Brewer and Karen Serratos.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for John Klauer.

CONTINUE MEDICAL INDIGENCY HEARINGS

The Board met today at 8:51 a.m. to go on the record and continue medical indigency hearings. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to continue the following cases by signed stipulation as follows: Case No. 2015-812 was continued to October 22, 2015 at 9:00 a.m. as well as Case Nos. 2015-1063, 2015-1160, and 2015-1130 which were continued to January 14, 2016 at 9:00 a.m. Ms. Baker recommended the Board take Case No. 2015-573 under advisement with a decision to be rendered within 30 days. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to take Case No. 2015-573 under advisement. The proceeding concluded at 8:53 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 9:02 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, 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 Hanson and the second by Commissioner Dale, the Board voted unanimously to continue the hearing to November 5, 2015 at 9:00 a.m. The hearing concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIAL DATES FOR MEDICAL INDIGENCY CASES

The Board met today at 9:07 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, and Deputy Clerk Kelly Martinez. Ms. Baker recommended the Board take Case No. 2015-1147 under advisement with a decision to be rendered within 30 days. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to take Case No. 2015-1147 under advisement. Ms. Chadwick recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2015-1097, 2015-971, and 2015-1119. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH DIRECTOR CHADWICK FOR REVIEW OF INDIGENT SERVICES DEPARTMENT

The Board met today at 9:12 a.m. for a meeting with Indigent Services Director Michele Chadwick for a review of the Indigent Services Department. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Robin Sneegas from Indigent Services, and Deputy Clerk Kelly Martinez. Commissioner Rule said the changes that have taken place in this department have been nothing less than magnanimous. Commissioner Rule also wanted to give everyone present today a chance to comment. Ms. Baker reviewed the time she has spent working with Director Chadwick and said it has been a privilege. Commissioner Dale said he is the

beneficiary of three years of restructuring a department that was dysfunctional to say the least and he was able to come in January 2015 to a department that is functioning like a well-oiled machine and that is due to Director Chadwick's leadership. Commissioner Hanson said he appreciates the fact that Director Chadwick has brought this back to following Idaho Code as well as the financial savings that have occurred. Mr. Goodsell said as you know this indigency law is a difficult program under the best of circumstances. He said Director Chadwick has turned this program around and made it operable and she has involved the Prosecutor's Office appropriately, adding that it has been a pleasure and she will be missed. Commissioner Rule said this is not typical, it is not ordinary, we have had dozens and dozens of employees leave Canyon County but this is taking place today because Ms. Chadwick is not typical and is extraordinary. Ms. Chadwick emphasized how much she appreciates Mr. Goodsell and his assistance over the last three years. Ms. Baker, Ms. Sneegas, and Mr. Goodsell left at 9:25 a.m. at which time the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER

Commissioner Hanson made a motion to go into Executive Session at 9:25 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 Dale, Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Indigent Services Director Michele Chadwick, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 10:11 a.m. with no decision being called for in open session.

The meeting concluded at 10:11 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING FY2016 CANYON COUNTY INDEPENDENT CONTRACTOR AGREEMENT FOR THE HIGHWAY 20-26 PROPERTY SALE

The Board met today at 11:01 a.m. to consider signing the FY2016 Canyon County Independent Contractor Agreement with Tracy Kasper through Silverhawk Realty, for the Highway 20-26 property sale. 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. Mr. Wesley said one of the directions he was given after the Board met with Tracy Kasper of the Silverhawk Realty Group was to shorten the term to six months instead of a full year

and then to make sure the contract allowed for the County to enter into agreement with another realtor should there not be any movement on the property in that six-month period. In the seller's representation agreement there is a new clause that would provide that should the County enter into another agreement with a realtor any percentages, any compensation for a realtor would go to the new realtor, not Ms. Kasper and her group. Commissioner Dale is not in favor of selling the property. Commissioner Hanson made a motion to sign the FY2016 Canyon County Independent Contractor Agreement for the Highway 20-26 property sale. The motion was seconded by Commissioner Rule with the comment that he acknowledges Commissioner Dale's position; however, he does not think it's wise to hold properties for an extended amount of time without a definite plan in place. A roll call vote was taken on the motion with Commissioners Hanson and Rule voting in favor of approving the agreement and Commissioner Dale voting against the motion to approve the agreement. The motion carried by split two-to-one vote. (See Agreement No. 15-136.) The meeting concluded at 11:04 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 11:04 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Commissioner Dale asked legal to review the letter the Board received from Representative Greg Chaney protesting the sign at the DMV that says please don't bring your weapons into the facility, however, it's Commissioner Dale's position that the sign is a request, it does not say firearms are prohibited. Sam Laugheed said there are some legal issues that could relate to potential claims and they have some advice they'd like to give the Board in Executive Session in terms of the liability.

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 11:05 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 12:00 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.

TWENTIETH DAY OF SEPTEMBER TERM, A.D., 2015
CALDWELL, IDAHO OCTOBER 9, 2015

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

APPROVED JULY 2015 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of July 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.

MONTHLY MEETING WITH ADMINISTRATIVE DISTRICT JUDGE BRAD FORD TO DISCUSS GENERAL ISSUES

The Board met today at 8:02 a.m. for a monthly meeting with Administrative District Judge Brad Ford to discuss general issues. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Administrative District Judge Brad Ford, Trial Court Administrator Doug Tyler, and Deputy Clerk Monica Reeves. Court Bailiff John Klauer arrived at 8:08 a.m.

The following topics were discussed:

- Judge Ford introduced Doug Tyler who will become the new Trial Court Administrator when Dan Kessler retires on October 16. Mr. Tyler worked as a staff attorney for Judge Kerrick for nine years.
- Tom Sullivan was sworn in as a Magistrate Judge on October 1st.
- He had a meeting with Paul Navarro, Prosecutor Bryan Taylor and Clerk Chris Yamamoto to figure out how to facilitate the remodel work that needs to be done in the Clerk's Office. He offered to help facilitate including guaranteeing a courtroom is available for grand jury proceedings.
- Judge Ford said the Board approved a blue sheet/salary rate request for John Klauer as a third bailiff yesterday but he was informed the Board recalled the approval. Commissioner Rule said Commissioner Hanson had some concerns about it but when it was submitted with other blue sheets he inadvertently signed it before there was a chance to ask some questions. Commissioner Hanson said he was trying to verify where the starting salary is compared to the other long term employees in the bailiff positions but HR was not able to answer his question. His concern dealt with the issue of compression and he said if Mr. Klauer is going to be paid at the same wage starting out that the two bailiffs are paid he'd be less inclined to support any incremental pay increases. Doug Tyler said they were unaware there was an issue so they were scrambling last night to obtain Mr. Klauer's resume for the Board. Commissioner Hanson said this is developing into more than it was intended to be; he was looking for answers to his questions so he could make a reasonable decision. He said Mr. Klauer's qualifications are not in question. Judge Ford spoke of Mr. Klauer's remarkable qualifications and experience. John Klauer left the meeting at 8:16 a.m. HR Director Jeannine Eiband arrived at 8:17 a.m. Commissioner Hanson told Ms. Eiband about his concern with paying a new hire the same salary as employees who have over 10 years' experience with the County. Ms. Eiband cautioned everyone on talking about an employee's employment in open session. She said the two current bailiffs are at the exact same pay. The pay scale is an N5, which starts at \$32,000 and goes up to \$48,000, and when we look at hiring we want to look at the totality of years of experience, not just County experience. Commissioner Dale has no problem approving the blue sheet because he trusts the people who've done the research and hiring. Commissioner Hanson again reiterated his point that a new hire is starting at the same pay level as two long term County employees, and if we are justified in doing that then the other two

employees are not going to get a higher pay. Following comments, Commissioner Rule directed Ms. Eiband to process the blue sheet.

- Judge Ford said Paul Navarro has requested the transition from the Nampa courthouse occur in succession following the move of the Prosecutor's Office the third week in January and that will require teamwork and planning from everyone involved.
- Judge Ford received a strange email from one of the support organizations off the campus regarding a request for grants and he wanted the Board to know that he wasn't aware of the issue until late yesterday. Commissioner Rule said four years ago the County gave an organization \$50,000 to establish data on how many tax dollars would it save downstream if we had a place for potential blowups that cause overnight holds, mental holds and so they are keeping some data for us. Now they are saying they will need a substantial increase. Judge Ford said he takes exception with the argument the Courts are somehow causing a problem or not being sensitive with the needs of scheduling. He will obtain some background information so he can address the email he received. Commissioner Hanson believes there may be some politicking going on because we are not getting the full communication chain and he said there isn't any issue whatsoever with the Courts on this issue.
- Commissioner Dale said crews are working on the public meeting room for the Clerk's Office to be temporarily housed on first floor in the public meeting room. Judge Ford said it will be a challenge for them to be compressed into that area and it will take a lot of patience. The meeting concluded at 8:27 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 8:32 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Brad Goodsell asked if the Board has questions about the draft letter he prepared in response to a letter complaining about a sign regarding weapons at the DMV. The Board found the letter to be well written and they will sign it once it is formatted for signatures. At 8:33 a.m. the Board went into Executive Session as follows:

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

Commissioner Hanson made a motion to go into Executive Session at 8:33 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, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 8:43 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.

PUBLIC HEARING RE: APPEAL BY RB DEVELOPMENT FOR A C.U.P.

The Board met today at 10:00 a.m. for 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, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Deputy P.A. Zach Wesley, Hethe Clark, Jeri Rutherford, Lance Warnick, interested citizens, and Deputy Clerk Monica Reeves. The Board last met on this matter on September 9, 2015 and at the conclusion of that hearing it directed staff to prepare findings with proposed conditions of approval. Tricia Nilsson said the staff report had recommended denial and the Board requested to see what conditions of approval would perhaps mitigate the concerns raised during public testimony. Jennifer Almeida prepared an addendum to the staff report which included the proposed conditions that were written by staff. The conditions and addendum were sent to the witnesses listed on the hearing sign-in sheets. Some comments were specific to the conditions of approval and some were in regards to the development as a whole. Staff's proposed conditions are as follows:

1. The use shall meet all federal, state, local laws and ordinances.

2. The applicant shall submit a final site plan with the building permit for the office building. Said final site plan shall be in conformance with the Draft Concept Layout as shown on Exhibit 36 that includes the following information:
 - a. All features shall be dimensioned at a scale not greater than 1" = 100'.
 - b. All RV spaces shall be numbered.
 - c. Each RV space will be a minimum of 1,500 square feet.
 - d. Fence locations and heights shall be noted.
 - e. The existing irrigation easement location and Recorder's instrument number shall be noted.
 - f. The office building location shall be depicted.
 - g. The location of all signs shall be depicted. The elevations of any proposed freestanding signs will be provided.
 - h. Trash enclosures shall be depicted.
 - i. All locations of the RV dump station and septic field locations as approved by Southwest District Health shall be depicted.
 - j. The location of all outdoor lighting shall be depicted.
 - k. Riverside Road right-of-way dedication to Canyon Highway District shall be depicted.
 - l. The service drive shall be depicted and conform with the requirements of the Caldwell Rural Fire Department as detailed in their letter dated August 22, 2015.
 - m. Additional guest parking areas shall be depicted. Said area shall contain four (4) parking spaces.

3. Prior to commencement of the use, the applicant shall obtain the following agency approvals and submit copies of all of them to the Canyon County Development Services Department:
 - A sewage system permit from Southwest District Health.
 - A building permit shall be obtained from the Canyon County Development Services Department for construction of the office building. A certificate of occupancy shall be obtained prior to commencement of the use.
 - Approval and any necessary permits from Idaho DEQ and Southwest District Health for a public drinking water system. Approval from IDWR of any water right applications necessary for the RV park.

- Inspection and approval of the service drive and addressing by Caldwell City and the Caldwell Rural Fire Department as detailed in their letter dated August 21, 2015 (Exhibit 57).
 - Approved access permit and all requirements Canyon Highway District as detailed in their letter dated December 15, 2014 shall be met (Exhibit 15).
4. Trash collection areas shall be fenced or enclosed and screened from public view. The sight obscuring screen shall be at least six feet (6'), but not greater than 10 feet (10') in height. One side of the enclosure may be left unenclosed or unscreened, provided that the trash collection area shall not be visible from a public roadway or abutting property.
 5. There shall be no direct access from the subject property to the Upper Deer Flat Wildlife Refuge area.
 6. There shall be an onsite manager at the RV park 24 hours a day.
 7. There shall be a maximum of eighteen (18) RV spaces on site. The RV spaces shall have an all-weather driving surface and be drained to prevent standing water.
 8. The recreational vehicles on site shall be licensed and registered as required by Idaho Code 49-445.
 9. All signs along the frontage of Riverside Road shall be designed to be a monument sign and constructed of wood and stone materials with no internal illumination.
 10. All lighting shall be downward facing with the bulb fully shielded to prevent glare and light trespass onto neighboring properties, including the lighting of any signs.
 11. No structures, including decks, fences, or storage buildings are allowed to be constructed within an RV space.
 12. The fence along the northern property line shall be extended eastward to the canal and constructed of the same vinyl material and color to match the existing fence. The height of the fence shall taper down in height to not obstruct the view of the lake from the parcel to the north (Keck property).

13. Outdoor speaker systems are prohibited.

14. The certificate of occupancy for the office building will be issued upon completion of all conditions of approval.

Responses to the staff's conditions are attached to Addendum No. 2. A response was received from the attorney representing the applicant in which they have proposed some adjustments to staff's recommended conditions. Following Ms. Almeida's report, Commissioner Dale made a motion to accept staff's proposed conditions as well as the responses that were submitted. The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Dale, Hanson and Rule voting in favor. The motion carried unanimously. Commissioner Dale said the Board has heard a lot of concerns and points and both sides deserve fair consideration. When making land use decisions he tries to make it based on factors of law and the testimony received because perception and emotion are part of the whole record. He believes in the good intentions of the applicant and he doesn't think they have any intention of doing something beyond what they've said they're going to, but that being said he doesn't believe the applicant has presented enough information for him to overrule the initial denial. He doesn't believe the plan fits with the consistency of the area. He does not buy into all of the things that have been brought up as far as how damaging the use would be on the present residences or how it would change all of the character. And, he believes there is some merit in recreational uses near a lake but he cannot overrule the P&Z Commission based on the material that's been presented. Commissioner Hanson said the area includes industry, commerce and businesses. The applicant cleaned up the trash heap that used to exist on the property and he believes that would have been more of an eyesore than an RV park. He is concerned with the conditions and believes there needs to be something else added. He said it comes down to property rights and protection of property owners. In a true RV park context, it is a temporary situation where people vacation and enjoy recreation and he doesn't see a negative impact with it; however, the proposed conditions are not enough and he cannot approve of what is listed here today. Commissioner Rule said he is an advocate of property rights; he is not someone who would build a house on a hill and ask that others be prevented from being able to do the same thing. He said the area is commercial and it is industrial, and although the property is in a different spot it would be a nice place for homes but that's not what's being proposed. He does not like the length of stay and in order for him to support the request that issue will have to be addressed. He said staff's conditions are pretty good, and if the building department does its job and takes care of the lighting then the only issue would be people moving out and noise issues. Commissioner Hanson said his main concern was the length of stay; he wants something that is iron clad and enforceable because he doesn't want to see another Decoy situation. He believes the proposal in terms of tourism and

recreation would be an asset to the County as a whole, but the length of stay is the killer for him. If we do not have a legal enforceable length of stay he will not support the request today. Commissioner Rule said the Board can impose any conditions it wants. Director Nilsson said the Board does have that authority. Due to staff's concerns with enforceability they took a different tact with the conditions. Regarding length of stay, you don't want people living there forever and thinking of it as their home site. It is a recreational coming and going, so that's why they added the condition that no permanent structures will be allowed and they required that the RV's have to be licensed and registered as a vehicle. The impact to the neighbors could be that the space is rented out constantly with a different RV coming in and going out. Commissioner Hanson asked what it would take for the County to enforce a 30-day or 60-day length of stay. Zach Wesley said that is the big question and Director Nilsson and her staff have addressed some of their concerns about that and what they're getting at is the potential to monitor the traffic to know who's in the lot everyday goes beyond what DSD is currently staffed to do. In order to mitigate the concerns it would need to be tightly regulated and the question is would it impact resources and require additional public funding and the answer you are getting from Director Nilsson is they currently do not have the staff to monitor an RV park to this extent. Commissioner Hanson said he fully supports personal property rights but he does not believe the County has the resources to properly see that is regulated. He made a motion to uphold the P&Z Commission's denial. The motion was seconded by Commissioner Dale. Commissioner Rule said in all fairness some of the proposed conditions are unrealistic and unattainable, but we keep coming back to the issue of monitoring the length of stay and how to enforce it. He said the request is a pretty good fit for the area but when it comes to making it work properly he believes there will be problems with enforcement. Commissioner Hanson said there are many hypothetical possibilities on both sides but if we cannot regulate the use then he cannot approve it. A roll call vote was taken on the motion with Commissioners Dale, Hanson and Rule voting in favor of the motion to uphold the P&Z Commission's denial. The motion carried unanimously. The Board will consider the written Findings of Fact, Conclusions of Law and Order on October 19, 2015 at 10:00 a.m. The hearing concluded at 10:45 a.m. An audio recording is on file in the Commissioners' Office.

COMMISSIONER SEPTEMBER 2015 TERM ADJOURNED

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

THE MINUTES OF THE FISCAL TERM OF SEPTEMBER 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: 12-1-15