

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

ALL MEETINGS CANCELLED DUE TO A LACK OF QUORUM

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

ALL MEETINGS CANCELLED DUE TO A LACK OF QUORUM

THIRD DAY OF OCTOBER TERM, A.D., 2015
CALDWELL, IDAHO OCTOBER 15, 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 Moad LLC dba O'Michael's Pub & Grill to be used October 17, 2015.

APPROVED CLAIMS ORDER NO. 9-30-15

The Board of Commissioners approved payment of County claims in the amount of \$25,797.60 for accounts payable.

APPROVED CLAIMS ORDER NO. 10-16-15

The Board of Commissioners approved payment of County claims in the amount of \$193.50 for accounts payable.

APPROVED CLAIMS ORDER NO. 1601

The Board of Commissioners approved payment of County claims in the amount of \$1,300,812.67 for a County payroll.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Ray Talbot.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$13,404.00 to Air Van.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$2,305.80 to Advanced Hardware Supply.

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for: Rickey Britton, Antonio Salazar Jr., William Crawford, David Eames, Monica Morrison, Chris Topmiller, Linda Landis, Tony Thompson, Sue Britton, Sylvia Mehiel, Zach Wagoner, Sue Scott, Melodee Stevens, Elizabeth McPartlan, Eric Williams, Tammy Bartlett, James Feist, Debbie McRae, Susan Narte, Robert Lee, Elida Villanueva, Charles Davlin, Tyler Stansell, Zak Koreis, Ken Hollis, Jessica Lee, Shawn Parker, Evangelina Hernandez, Wendy Dovner, Krista Callaway, Margaret Linsky, Winston Leonard, Chris Davidson, and Justin May.

INDIGENT DECISIONS

The Board met today at 9:00 a.m. to consider indigent decisions. Present were: Commissioner Steve Rule, Commissioner Craig Hanson via conference call, Indigent Services Director Michele Chadwick, and Deputy Clerk Monica Reeves. Michele Chadwick asked the Board to make the initial determinations of denial in the following

cases: 2015-1497, 2015-1503, and 2015-1509. Upon the motion of Commissioner Rule and the second by Commissioner Hanson, the Board voted unanimously to make the initial determinations of denial for the cases read into the record. Ms. Chadwick submitted several liens that required Board approval. The meeting concluded at 9:02 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH INDIGENT SERVICES DIRECTOR TO DISCUSS TITLE CHANGES WITHIN THE DEPARTMENT

The Board met today at 9:26 a.m. for a meeting with the Indigent Services Director to discuss title changes within the department. Present were: Commissioners Steve Rule and Tom Dale, Indigent Services Director Michele Chadwick, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Treasurer Tracie Lloyd, Sr. Deputy Treasurer Tonya Weyand, and Deputy Clerk Kelly Martinez. HR Generalist Caitlin Pendell arrived at 9:27 a.m. IT Director Greg Rast arrived at 9:28 a.m. Deputy P.A. Mike Porter arrived at 9:29 a.m. Director Chadwick said she has four salary rate requests that are still going through the process but because today is her last day with Canyon County she wanted to take the opportunity to explain the changes to the Board. There are two individuals that are receiving promotions, however there is not a salary change that is involved and both promotions are qualified for the senior level service. One adjustment will not require a resolution change, the other will because it will be a new PCN. The other two people are below the minimum level for the wage range and so they will have a small salary increase, only to get them into that salary range. Director Chadwick said when she started in the office she eliminated all grade increases because there was so much competition and she needed everyone on one team which is what she needed to do at the time in order to turn the department around. Commissioner Rule asked if this has all been processed and approved through Human Resources. Ms. Pendell said it is currently still in process as they want to make sure the salary rate requests are correct, that it is matching with the compensation analysis that is coming out and to make sure that the Senior Customer Service positions were included. Commissioner Rule clarified we are not here to approve this yet, this is just to understand exactly what Director Chadwick is doing with these positions. Ms. Chadwick said there is one that can be approved but the others will be with the compensation analysis but because of that history and that she will not be available to provide it when it is considered, she wanted to make sure the Board had that information. Commissioner Rule said as long as it is thoroughly vetted through Human Resources he doesn't have any other questions at this time. There was no decision made at today's meeting. The meeting concluded at 9:30 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING OCTOBER 15, 2015 AGENDA ITEMS

The Board met today at 9:30 a.m. to consider signing the October 15, 2015 agenda items. Present were: Commissioners Steve Rule and Tom Dale, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Treasurer Tracie Lloyd, Sr. Deputy Treasurer Tonya Weyand, HR Generalist Caitlin Pendell, IT Director Greg Rast, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, and Deputy Clerk Kelly Martinez. The items were considered as follows:

Consider signing approval to Award Officer's Badge and Duty Weapon Pursuant to Idaho Code § 31-830 to Deputy Lenny Abbott - Chief Dashiell said Deputy Abbott has been with the agency since 1989 and is eligible to retire. As we have done with several other deputies who are eligible under the state statute, the Sheriff's Office is requesting the Board approve the request to present Deputy Abbott his badge and duty weapon upon retirement. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to approve the Award of Officer's Badge and Duty Weapon to Deputy Lenny Abbott.

Consider signing Professional Services Agreement between Canyon County and Kenneth F. Stringfield, Esq. for FY2016 - Mr. Porter said this was before the Board a week or more ago but there were some questions at that time that needed clarification. Mr. Stringfield is an attorney in Caldwell who has years of experience. The jail does not have a law library and the law requires that we provide a certain amount of legal services to inmates so they can represent themselves which saves the County from having to provide lawyers to individuals. Mr. Porter said it is a cost savings to the County to either provide a law library or a legal representative who can answer some basic questions and provide some forms, which is what Mr. Stringfield does for the jail. Captain Ward said from talking with other jail facilities, this is kind of the lead of what jails are going to across the nation because maintaining a law library is so expensive. Mr. Stringfield answers an average of 6.8 requests per month and does anywhere from 16 down to zero in a month and last fiscal year he answered 70. Commissioner Dale said it is a low fee for the amount of calls he is getting. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the Professional Services Agreement between Canyon County and Kenneth F. Stringfield, Esq. for FY2016. (See Agreement No. 15-137.) Captain Ward and Mr. Porter left at 9:40 a.m.

Consider signing Amendment to Warrants of Distrainment Fee Ordinance and Ordinance Summary - Treasurer Tracie Lloyd said Warrants of Distrainment are part of the collection process on personal property and mobile homes. Once they go delinquent it is turned over to the Sheriff's Office for collection and they may go out and seize the property if necessary. When that process is done, the Treasurer's Office adds a \$10 fee that is added to the portion the Sheriff's Office collects for the Treasurer's Office. This is just defining that a little more clearly. Mr. Goodsell said distrainment is a legal term that basically means to go out and take something from somebody. Mr. Goodsell wanted to make it clear that no fees are being changed here, there is already a ten dollar fee being assessed. The reason for this amendment is that there has been some confusion in the past about how the fee is collected and returned to the Treasurer's Office and also the ordinance wasn't clear that there are additional fees being charged by the Sheriff's Office because they have to go out and serve the warrant of distrainment and seize and sell the property. This amendment makes it clear that there is a ten dollar administrative fee, the Sheriff collects that and it is paid back to the Treasurer and then the Sheriff's Office also has fees that are set by a different statute. If the Board signs the ordinance it will be published and upon publication the ordinance will become effective. Chief Dashiell said one of the things they worked with Brad Goodsell on was to separate the Sheriff's fees and identify it under the state statute and the authority of the Board to create a resolution to modify the fee changes rather than establishing fees within the ordinance which is a much more time consuming process. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the Amendment to Warrants of Distrainment Fee Ordinance and Ordinance Summary. (See Ordinance No. 15-019.)

Notice of Surplus Property Auction and Notice of Grant of Real Property to other political subdivision or taxing district - Mr. Goodsell said as the Board is aware every year we have a surplus property auction and the reason we do that is because we are required to put up for auction any properties acquired by tax deed before we can do anything else with them. Once they are put up for sale, if they do not sell then the County has the ability to sell those in a private sale. The Notice of the Surplus Property Auction, included on that notice are all of the tax deed properties acquired by tax deed this last year that will be auctioned off and the minimum bids are equal to the amount owed in taxes, penalties, and fees. There is one property that is not from a tax deed that was acquired this year. That is a property that is on Pond Lane, west of Caldwell, which the County has owned since the 1930's. It is a gravel pit or a potential gravel pit and the County kept it for a potential gravel pit back when the County actually did roads. We have been trying to contact the gravel companies that work around there to see if

we could negotiate a price with them but have been unsuccessful. However, even if we successfully negotiate a price, it has to go up for auction first because it has never gone up for auction so the Assessor's Office provided an estimated market value of the property which has been included in the auction as the minimum bid of \$70,000. If the property doesn't sell then we will be able to sell it in private sale. In regard to the Notice of Grant of Real Property, Mr. Goodsell said the Board has in the past, transferred surplus properties to other governmental entities. Last year the Board also transferred a property to Caldwell Housing Authority and since then, we have negotiated these memorandum of understandings with Caldwell Housing Authority and Nampa Housing Authority that described how we can transfer property to them under the statute. There is one piece of property that the Nampa/Meridian Irrigation District is interested in which is basically a ditch bank. There are five parcels that Nampa Housing Authority is interested in. All of these properties, as well as the ones on the Surplus Property list are subject to redemption up until the date of the sale. The transfers have to be noticed the same way as the sale of the properties and is scheduled to take place just after the surplus property sale. The Board has full discretion on whether or not those properties will be transferred. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the Notice of Surplus Property Auction and approve publication of the notice. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the Notice of Grant of Real Property to other political subdivision or taxing district. Treasurer Lloyd, Ms. Weyand, Chief Dashiell, and Mr. Goodsell left at 9:54 a.m.

Consider signing a resolution to adopt title and pay grade changes to five positions in the Information Technology Department - Director Rast said this is kind of the last step for the organizational change in the IT Department. Ms. Pendell read the resolution into the record. Director Rast said this is establishing the operations leg of the organizational chart and he already has a particular person in mind to move to that position and even though there is a pay grade change, the pay for the individual itself will not change. The move to the Development Manager is for the development side of the organizational chart and he has consolidated a couple of positions to create this position. The receptionist position is a pay grade decrease and will field the phone calls coming in to the County. That particular position will not be funded out of salary savings so that is the one Director Rast will need to request additional funds to fill. Commissioner Rule said this is a major change to how calls have been handled. Director Rast said there are 29 PCNs assigned to IT and 27 are funded right now, so he would need the additional funds to fulfill that receptionist position. Commissioner Rule said we will need to open the budget

to address that fund request and directed HR and Director Rast to discuss that with Controller Zach Wagoner. The Business Manager position will have a pay scale change because of the skillset but it can be fulfilled by salary savings if there is a need for that. The last position is really just a title change, there will be no increase to salary at this time. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the resolution to adopt title and pay grade changes to five positions in the Information Technology Department. Commissioner Rule noted for the record that one position is not funded yet. (See Resolution No. 15-158.)

The signed documents are on file with this day's minute entry. The meeting concluded at 10:03 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER REZONE REQUEST OF CRYSTAL LAKES ESTATES NO. 2, CASE NO. PH2015-14

The Board met today at 10:08 a.m. for a Public hearing to consider rezone request of Crystal Lakes Estates No. 2 - Case No. PH2015-14. Present were: Commissioners Steve Rule and Tom Dale, DSD Planner Jennifer Almeida, and Deputy Clerk Kelly Martinez. Ms. Almeida said there is a request from the applicant to table the hearing to allow them to work with the Highway District on a vacation process and if that is approved the applicant will have to make some changes to the first phase of their plat. The hearing will be tabled to December 2, 2015 at 10:00 a.m. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to table the hearing until December 2, 2015 at 10:00 a.m. The hearing concluded at 10:10 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 10:17 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 Dale made a motion to go into Executive Session at 10:18 a.m. pursuant to Idaho Code, Section 74-206(1) (d). 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. Brad Goodsell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:34 a.m. with no decision being called for in open session.

PUBLIC HEARING - CONDITIONAL REZONE REQUEST FOR JAMES AND NICOLE WILLIS, CASE NO. 2015-30

The Board met today at 11:02 a.m. to conduct a public hearing in the matter of a request by James and Nicole Willis for a conditional rezone, Case No. 2015-30. Present were: Commissioners Steve Rule and Tom Dale, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Peach Peterson, Nicole Matlock-Willis, James Willis, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The applicant is requesting to conditionally rezone 8.70 acres from Agricultural to Rural Residential to allow for the placement of a single-family residence on site. The development agreement for the conditional rezone would further restrict the development of the parcel. Aside from the residence on site the remainder of the parcel would remain in agricultural production. The P&Z Commission recommended approval of the conditional rezone and development agreement on September 3, 2015. Staff is also recommending approval. Peach Peterson testified the request is for the purpose of one residence and possibly a mother-in-law type property, a barn or a shop. James Willis said his vision for the parcel is a single-family dwelling that would fit the agricultural community. He also said the person who has been farming the property for the past several years has no objection to the request. No one offered testimony in opposition to the request. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to approve the requested conditional rezone for Case No. PH2015-30 along with the development agreement that has been proposed. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to approve the Findings of Fact, Conclusions of Law and Order. (See Ordinance No. 15-020, and Agreement No. 15-138.) The hearing concluded at 11:15 a.m. An audio recording is on file in the Commissioners' Office.

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

No meetings scheduled due to lack of quorum.

Commissioner Tom Dale approved the following documents and Commissioners Steve Rule and Craig Hanson approved staff to use their signature stamps on the following items:

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-040712, 2015-040740, 2015-040733, 2015-040726, 2015-040703, 2015-040704, 2015-040705, 2015-040706, 2015-040707, 2015-040708, 2015-040709, 2015-040710, 2015-040711, 2015-040713, 2015-040714, 2015-040715, 2015-040716, 2015-040717, 2015-040718, 2015-040719, 2015-040720, 2015-040721, 2015-040722, 2015-040723, 2015-040724, 2015-040725, 2015-040727, 2015-040728, 2015-040729, 2015-040730, 2015-040731, 2015-040732, 2015-040734, 2015-040735, 2015-040736, 2015-040737, and 2015-040738.

FIFTH DAY OF OCTOBER TERM, A.D., 2015
CALDWELL, IDAHO OCTOBER 19, 2015

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

ABSENT: Commissioner Craig L. Hanson - attending the SWDH Board Meeting &
 Director Interviews

APPROVED CLAIMS ORDER NO. 9-30-15

The Board of Commissioners approved payment of County claims in the amounts of \$21,580.39 and \$4,769.72 for accounts payable.

APPROVED CLAIMS ORDER NO. 10-19-15

The Board of Commissioners approved payment of County claims in the amount of \$339.41 for accounts payable.

APPROVED CLAIMS ORDER NO. 10-26-15

The Board of Commissioners approved payment of County claims in the amount of \$68,863.49 for accounts payable.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:34 a.m. for an office staff meeting. Present were: Commissioners Steve Rule and Tom Dale, Facilities Manager Paul Navarro, PIO Joe Decker, Sr. Administrative Specialist Jenen Ross, and Deputy Clerk Kelly Martinez. Ms. Ross left at 8:38 a.m. Joe Decker reported on the following communication issues: he has been getting a lot of interest from DMV and Driver's License about holiday closures so he will get the dates posted on the website; information regarding the Halloween event at Administration Building; he will attend the garden program charity presentation on Thursday at the Juvenile Detention Center; he was approached by Love Caldwell to film a bike giveaway for the bike project with juvenile probation; and he will be dealing with notification for the temporary move of offices 201 and 202 for the Clerk's Office. Paul Navarro reported on the following facilities issues: three pine trees were removed this weekend; office 201 and 202 were moved and are open for business in their temporary location; demolition will be going on today and tomorrow; Ideal Demolition is coming to push debris out of the second floor window with a slide into a dump truck; contractors are set to start on Monday; Mr. Navarro said he has some personnel issues that he would like to discuss in legal staff; he has sent out an email about dates regarding the remodel and office moves; and discussion regarding the Nampa Annex closure. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:48 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING DISCLAIMER OF INTEREST RELATED TO PROPERTY SOLD BY THE COUNTY IN TAX SALE

The Board met today at 9:00 a.m. to consider signing a Disclaimer of Interest related to property sold by the County in tax sale. Present were: Commissioners Steve Rule and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Facilities Manager Paul Navarro, and Deputy Clerk Kelly Martinez. Mr. Goodsell said this is pretty simple, it relates to one of the properties the County has sold in a tax sale. When the County sells a property in a tax sale it conveys the property by quit claim deed and one of the ways the party can get a marketable title is to do a quiet title action, which is what they have done in this case. They have filed a lawsuit to

quiet title, we have been named in the lawsuit which is normal, and by signing this disclaimer the County will be dismissed from the lawsuit. It just simply says that we don't have any interest in this property other than the interest we have as a County in collecting ad valorem taxes. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the Disclaimer of Interest related to property sold by the County in tax sale. The signed document is on file with this day's minutes. The meeting concluded at 9:02 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

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

Commissioner Dale made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (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, Deputy P.A. Zach Wesley, Facilities Manager Paul Navarro, and Deputy Clerk Kelly Martinez. Paul Navarro left at 9:10 a.m. The Executive Session concluded at 9:25 a.m. with no decision being called for in open session.

CONSIDER SIGNING INMATE TELECOMMUNICATION AND TABLET SERVICES AGREEMENT WITH TELMATE; AND HOMELAND SECURITY GRANT SUBGRANTEE AGREEMENT FROM NAMPA FIRE

The Board met today at 9:32 a.m. to consider signing the Inmate Telecommunication and Tablet Services Agreement with Telmate, as well as the Homeland Security Grant Subgrantee Agreement from Nampa Fire. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Mike Porter, Deputy P.A. Leon Samuels, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Lieutenant David Schorzman, and Deputy Clerk Kelly Martinez. The items were considered as follows:

Inmate Telecommunication and Tablet Services agreement between Canyon County and Telmate - Captain Ward said this is just the annual renewal, this year we did have them combine three amendments and had them put it into one document. There was also a tablet service added to the normal kiosk. Commissioner Rule asked if the County is responsible for any of the maintenance for the tablet and Captain Ward said no, the County is not. Mr. Porter said this is an interesting situation where telecommunications inside the jail are handled by a private third party contractor and they cover all of the expenses of installation and maintenance. Mr. Porter has reviewed the document and is comfortable with the contents as far as the legal side of it. There was an indemnity issue and we agreed that we will follow Idaho Constitution. Chief Dashiell said the current contract is paid on intrastate activity right now. The FCC Board is meeting next week to possibly try to further regulate private industry and redefining scope on commissions with a broader definition. Mr. Porter said the services that Telmate provides are paid for by fees paid by the inmates and the FCC has started to regulate how much they can charge which effects how much profit they see. A percentage of the money that comes in from that goes to the County and that may have to go away as part of the FCC rulings. There was discussion regarding the accessibility of the tablets to the inmates. Captain Ward said the tablets are in the living units of the general population units and they are not allowed back into their cells or in the bunk areas and the content is very well controlled. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the Inmate Telecommunication and Tablet Services agreement between Canyon County and Telmate. (See Agreement No. 15-139.) Mr. Porter, Chief Dashiell and Captain Ward left at 9:38 a.m.

Homeland Security Grant Subgrantee Agreement form from Nampa Fire Department - Lt. Schorzman said this is from the 2013-2014 State Homeland Security Grant and it was 100% funded by the grant. They installed a 40KW generator at Nampa Fire Department's training station. It is also their emergency operations center so they wanted to have continuity of operations at Nampa Fire in case of a power outage. There was also a 500 gallon external fuel tank purchased as well as some necessary electronics. This is basically to sign the agreement of what they need to do which basically says they cannot sell it and they can't make a profit off of it and if they do discontinue the grant they have to return the generator to the County. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the Homeland Security Grant Subgrantee Agreement form from Nampa Fire Department. (See Agreement No. 15-140.)

The signed documents are on file with this day's minute entry. The meeting concluded at 9:40 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#15-159 Maverik Inc. dba Maverik Store #522

BIWEEKLY MEETING WITH THE DEVELOPMENT SERVICES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION; AND CONSIDER FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER REGARDING THE APPEAL BY RB DEVELOPMENT FOR CONDITIONAL USE PERMIT

The Board met today at 10:02 a.m. for a biweekly meeting with the Development Services Director to discuss general issues, set policy, and give direction, as well as consider the Findings of Fact, Conclusions of Law and Order regarding the appeal by RB Development for a Conditional Use Permit. Present were: Commissioners Steve Rule and Tom Dale, Development Services Director Tricia Nilsson, and Deputy Clerk Kelly Martinez. IT Director Greg Rast and Computer Network Technician Ben Larson arrived at 10:12 a.m. for the next meeting. Director Nilsson said she was informed by Deputy P.A. Zach Wesley that more time was needed to prepare the documents for the appeal by RB Development. Development Services has notified the applicant and interested citizens and it will be considered again in one week. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to Monday, October 26 at 10:00 a.m. Other topics of discussion included the following: budget and permit status update; COMPASS Board packet review; and discussion regarding customer service survey results. The meeting concluded at 10:18 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

WEEKLY MEETING WITH THE 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 and Tom Dale, Director of Information Technology Greg Rast, Computer Network Technician Ben Larson, and Deputy Clerk

Kelly Martinez. Topics of discussion included the following: Director Rast introduced Ben Larson who was recently hired as a Computer Network Technician; update on the Secure the Human training progress; the revised Mobile Device Policy was adopted; Maas60 removal update; the HR Performance Evaluation Project is in the development stages; Clerk's staff temporary relocation was successful; discussion regarding prioritizing projects and internal IT operations responsibilities and cross-training efforts; Nemo-Q installation is scheduled for the week of November 16 as they are still working on the logistics, however LED reader boards may be needed; Director Rast is working on filling open positions as there are five vacancies to fill currently. At 10:29 a.m. Mr. Larson left and the Board went into Executive Session as follows:

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

Commissioner Dale made a motion to go into Executive Session at 10:29 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 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, IT Director Greg Rast, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 10:34 a.m. with no decision being called for in open session.

The meeting concluded at 10:34 a.m. An audio recording of the open portion 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 10:35 a.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Fleet Director Mark Tolman, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: discussion regarding hiring a new technician; the training/conference room remodel is almost done; and Director Tolman did get the replacement car for the wrecked vehicle. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:40 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:48 a.m. for a biweekly meeting with the Director of Misdemeanor Probation to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Director of Misdemeanor Probation Jeff Breach, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Barbara Boyer is retiring on October 31 and the position has been posted; Director Breach is working with Human Resources on a dress code policy and has had no luck getting it through the Prosecutor's Office; another project he is working on is an employment disqualifier process but he is still trying to get it through the Prosecutor's Office as well; Kootenai County Commissioners are pushing for probation officers to qualify for the Rule of 80, not the administrators; and community service numbers have declined a little. Commissioner Dale talked about Ada County and the McArthur Grant pilot program. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:56 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING WITH CANYON COUNTY AMBULANCE DISTRICT AND HR TO DISCUSS UTILIZATION OF HR DEPARTMENT

The Board of Canyon County Commissioners and the Board of Ambulance District Commissioners met today at 11:00 a.m. to discuss utilization of the HR Department. Present were: Commissioners Steve Rule and Tom Dale, HR Director Jeannine Eiband, HR Administrative Supervisor Michelle Britain, Gary Deulen from the HR Department, Ambulance District Director Robb Hickey, Michael Stowell, Assistant Director, Cindy Fullerton, District Secretary, and Deputy Clerk Monica Reeves. Robb Hickey addressed the letter the Board sent to him on October 1 that outlines a portion of what is expected between the HR Department and the Ambulance District and said there's a piece that's missing that deals with employee referrals. He would like to be able to refer his employees to HR after the chain of command process has been exhausted. Jeannine Eiband said the County's legal counsel has recommended we keep the relationship between HR and the district as consultative only, which means HR would work directly with management and that would be the extent of it. She said the district needs a full service HR relationship and if her office is precluded from providing that service she recommends they either contract with an HR firm or hire an experienced HR professional because employees need access to services. Director Eiband believes the district needs an HR audit because they have already seen a couple of deficiencies, and there are situations where problems could be prevented if the employees were able to have a conversation with someone who is well versed in law and can let them know the

decisions made by the director and his management staff were appropriate and legal. Commissioner Dale said there are a couple of issues: one is the long term best interest for the district, and the other is the short term. We need to consult with legal but he is confident that the Board could authorize the services in order to address an immediate situation because we don't want to pass it off and by default enter into a lawsuit down the road. There also needs to be some sort of audit to identify the services that are needed and any deficiencies, and then after that's done we can address the question of whether we offer our HR Department and then make a decision whether we want to move forward with a contract with HR or put out an RFP for a private company to come in. He said there is an immediate need, a midterm need and a long term need and we need to address those in the appropriate order. Director Eiband said we have been working on this since February and have already gone through that process and the end result was the October 1 letter that says this is the relationship we need to have which is just consultative between HR and the district. She said legal counsel has made it clear they are not able to provide legal services to the district nor to the HR Department in its role as a consultant for the district and it sounds like this is not a road we're going to be able to travel down any longer. Commissioner Rule said legal counsel pretty well defined what our roles could be so the district will need to maintain its outside legal counsel, but Director Hickey will be able to use the HR Department on a sounding board/limited issue basis. Director Eiband recommends rather than paying her office the district should work on a relationship with an outside HR agency. Director Hickey said the district has a relationship with the law firm of Moore, Smith, Buxton, & Turcke, and they have HR services available. Director Eiband said there is a distinction between HR professionals and employment lawyers, and employees need access to HR professionals. Commissioner Dale said he needs to review legal counsel's email again and have a refresher on the issues. He asked about the status of the district doing an RFP for the legal counsel services. Commissioner Rule said that has been discussed but not in great detail. Director Hickey said there have been meetings to discuss what the relationship looks like and what it would look like in the future and lot of that was up in the air. He doesn't want to lose the institutional knowledge the relationship provides but he will follow the Board's direction. Commissioner Dale asked how Director Hickey feels about the relationship because it was his understanding there was a certain level of dissatisfaction with some aspects of it. Director Hickey said he is very comfortable with it but if he needs to make a change he will do so. Commissioner Rule said right now the district needs some immediate help and he thinks they need to stay the course and in a few months we can talk about doing an RFP. The HR utilization portion of the discussion concluded at 11:15 a.m., however, the Ambulance District Board of Commissioners and staff stayed on the record to discuss other district items. Ms. Reeves, Ms. Eiband, Ms. Britain and Mr. Deulen left at 11:15 a.m. An audio recording is on file in the Commissioners' Office.

SIXTH DAY OF OCTOBER TERM, A.D., 2015
CALDWELL, IDAHO OCTOBER 20, 2015

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

APPROVED CLAIMS ORDER NO. 9-30-15

The Board of Commissioners approved payment of County claims in the amounts of \$100,212.33, \$589,442.50, and \$71,406.31 for accounts payable.

APPROVED CLAIMS ORDER NO. 10-26-15

The Board of Commissioners approved payment of County claims in the amounts of \$171,475.41 and \$42,137.83 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$14,965.70 to Henrickson Butler.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Mike Kane, Jazmin Equia, Cori Deill, Cherno Abdouli Jagne, Michelle Archuleta, and Rachel Gray.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-041067, 2015-041068, 2015-041069, 2015-041070, and 2015-041071.

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

The Board met today at 8:31 a.m. for a biweekly meeting with the Juvenile Detention Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Juvenile Detention Director Steve Jett, Senior Admin. Specialist Dawn Dennison, and Deputy Clerk Monica Reeves. Topics of discussion included the following: The garden has produced and harvested 3,208 pounds to date; last month the numbers were in the mid20s and in the last week it has been as high as 39 and right now they are at 37, and if it stays high he'll look at filling another position; he and staff members attended a national symposium last week; group sessions are going well; Commissioner Dale will speak to the juveniles about aviation; Mr. Jett has two audits to conduct in November so he will use his vacation time to do that. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:46 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

EXECUTIVE SESSION - PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING LITIGATION, AND TO 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 a personnel matter, records exempt from public disclosure and attorney-client communication, communicate with legal counsel regarding pending litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (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, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Chief Probation Officer Elda Catalano, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Ms. Catalano left at 9:15 a.m. Director Nilsson left at 9:26 a.m. The Executive Session concluded at 9:33 a.m. with no decision being called for in open session.

CONSIDER SIGNING OCTOBER 20, 2015 AGENDA ITEMS

The Board met today at 10:03 a.m. to consider signing October 20, 2015 agenda items. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Chief Deputy Sheriff Marv Dashiell, Chief Probation Officer Elda Catalano, and Deputy Clerk Monica Reeves. The items were considered as follows:

- **Resolution to reappoint Jim Martell to the Canyon County Orchard Review Board; Resolution to appoint Patrick Williamson to the Canyon County Orchard Review Board; and Resolution to reappoint Kathryn Alder to the Industrial Development Corporation of Canyon County** – Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to authorize the Board to sign the three resolutions. (Resolution Nos. 15-160, 15-161, 15-162).
- **FY2016 Agreement with Valarie Zuniga for Provision of Education for Parents of Sexual Offenders** – Elda Catalano said the contractor has worked in the juvenile justice system for many years and recently retired from the Department of Juvenile Corrections. The program aids the juvenile probation department in the supervision of the juveniles. Zach Wesley said this is a standard renewal contract. Upon the motion of Commissioner Dale and second by Commissioner Rule, the Board voted unanimously to sign the agreement between Canyon County and Valarie Zuniga for Provision of Education for Parents of Sexual Offenders. (See Agreement No. 15-142.) Mr. Wesley and Ms. Catalano left at 10:07 a.m.
- **Cooperative Agreement with Valley Regional Transit for the Annual Assessment and Service Contribution** – This year’s assessment and service contribution amount is \$35,909 which is the amount the Board approved during the budget process. The agreement is identical to the one that was signed last year. Upon the motion of Commissioner Dale and second by Commissioner Rule, the Board voted unanimously to sign the agreement between Canyon County and Valley Regional Transit for the Annual Assessment and Service Contribution. (See Agreement No. 15-141).
- **Equitable Sharing Agreement (authorization for electronic signature) for the Department of Justice and the Canyon County Sheriff's Office** – Chief Dashiell said the Sheriff’s Office was awarded monies in 2010 and during that time they have been able to use those monies for various purchases of equipment including upgrades to the camera systems in their interview rooms. Over the last three

years they've had \$45.80 left in the account so he met with Controller Zach Wagoner and verified the status of the account and they applied the \$45 toward a purchase of equipment and now the fund has a zero balance. Chief Dashiell said they've had to make yearly reports to stay active in program so that if they have an opportunity for shared assets in the future they don't have to reapply and start over. This year the program is done a little differently so rather than faxing or emailing a copy of the actual signatures the format now is to use an electronic signature, but before he submits the documents to the justice department he wanted to have the Board's authorization for electronic signature submission. Commissioner Rule expressed hesitation about the use of an electronic signature. Chief Dashiell said it's a typed in name and heading, the signature doesn't attach to the document. The Board's staff retains the document which shows what was authorized. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to authorize Chief Dashiell to transmit the document to the federal agency as an electronic signature. (See Agreement No. 15-144).

- **Motorola Solutions Services Agreement** - Chief Dashiell said Motorola is the contract agency for the radio systems for the first responders/emergency services. We contract under a three-year window for the rates and each year, because of our non-appropriation clause, both parties are asked to sign a renewal against the contract to make sure everything is in place. The Prosecutor's Office drafted the document and it is the same document the County has used for many years. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the Motorola Solutions Services Agreement. (See Agreement No. 15-143).
- **Renewal application for Registration of Trademark/Service Mark for the Canyon County Seal** - The renewal fee is \$30, and the Prosecutor's Office has reviewed the application. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to authorize the Chairman to sign the renewal application for the trademark for the Canyon County seal.

The meeting concluded at 10:13 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:45 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Public Defender Tera Harden, and Deputy Clerk Monica Reeves. Tera Harden submitted a year-to-date report for FY2015. They ended up \$307,918.83 under budget although she is a little concerned this month with the carryover from conflict cases. There is one particularly large case that has \$10,000 to \$12,000 in just attorney time alone, but the bulk of the work is done. Year-to-date conflict counsel fees are \$204,000 and the temporary attorneys' fees are \$183,268, which is high. She said when the budget was done in the past the contract allowed for the first conflict to be paid out of the public defender contract and then second and third conflicts came from the justice fund so the County may need to look at reallocating some of the justice fund into the conflict counsel and outside attorney work because the TCA's office was taking it from her budget although she didn't appoint the person or approve the bill. She brought it to the Controller's attention and he has flagged it so they aren't able to do that any longer. Ms. Harden doesn't think she will go over the \$307,000 that's left in the budget for conflict but it does cause her stress. With the exception of Danielle Scarlett she will not have any temporary public defenders in 2016. Ms. Harden said she's heard people say that Canyon County does not support guardian ad litem cases but that's not true. A lawyer is funded at every single court hearing for children under the age of 12 in CPA cases and that's not something that's done statewide or in most states. Ms. Harden reviewed the average number of minutes her lawyers spend on cases. Currently, they only have 117 paper files, and in Justware they have 3,408 open active files. Every lawyer in the office, herself included, have well over 100 cases. There is no downtime, and she has lost lawyers that cannot do the job. It takes people who have an enormous ability to process and retain information very quickly. She spoke about how a prosecutor's job is easier because of the resources law enforcement and other agencies provide to them. Ms. Harden has one vacant attorney position right now and she intends to leave it vacant until the person comes along. She again mentioned that working a cubicle system is not ideal but her staff makes it work. Commissioner Rule asked Ms. Harden how many additional employees it would take to eliminate the burden on her staff. She said she needs eight more qualified lawyers and four additional support. She currently has an intern who works as a temporary employee and ultimately that will probably work into a job. Ms. Harden is working with the University of Idaho in getting more externs and starting a pipeline of training that way as well. Commissioner Rule asked about increases of cases since Ms. Harden has taken over as public defender. She doesn't know the answer to that but she believes her office gives more effort to cases compared to other firms. She said there have been more misdemeanor trials and her lawyers are winning them at halftime which is a Rule

29 motion in which the prosecutor didn't prove their case beyond a reasonable doubt and the person is acquitted. Commissioner Rule said the Prosecutor's Office requested four new positions but the Board approved only one, and yet Ms. Harden needs an additional staff of 12. Ms. Harden said the Board has to take into consideration the Prosecutor's Office has additional resources at their disposal in terms of Health and Welfare, law enforcement agencies, probation and parole and misdemeanor probation, yet her office has only three investigators. Ms. Harden wanted to discuss a pending litigation matter with the Board so an Executive Session was held as follows:

EXECUTIVE SESSION - PENDING LITIGATION

Commissioner Dale made a motion to go into Executive Session at 3:16 p.m. pursuant to Idaho Code, Section 74-206(1) (f), to discuss pending litigation. 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, Public Defender Tera Harden, and Deputy Clerk Monica Reeves. The Executive Session concluded at 3:29 p.m. with no decision being called for in open session.

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

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

The Board met today at 3:29 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 Tom Dale, Solid Waste Director David Loper, and Deputy Clerk Monica Reeves. Mr. Loper reported on the following topics: Waste amounts were up 3.18% in September and waste amounts finished up by approximately 4% for FY2015; Update of Pickles Butte Landfill Status Report; New loader has been ordered and should be delivered by mid-November; Miller Creek Aerial Mapping was completed September 30; he will begin the process to fill the new mechanic position; begin planning the household hazardous waste collection day for Canyon County, perhaps at O'Conner Fieldhouse in Caldwell; guard rail installation on October 24; field trip on October 24; ground water monitoring scheduled for the week of October 26; and free day at the landfill on April 23, 2016. The items discussed were general in nature and did not require Board action. The meeting concluded at 3:53 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

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

APPROVED CLAIMS ORDER NO. 9-30-15

The Board of Commissioners approved payment of County claims in the amount of \$4,081.00 for accounts payable.

APPROVED CLAIMS ORDER NO. 10-26-15

The Board of Commissioners approved payment of County claims in the amount of \$5,117.00 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$3,810.00 to Otis Elevator.

INDIGENT DECISIONS

The Board met today at 8:30 a.m. to consider indigent decisions. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Ms. Baker said the Clerk's findings for some cases were submitted to the Board on October 19 and the remaining are being submitted today for the following cases: 2015-1530, 2015-1409, 2015-1434, 2015-1543, 2015-1489, 2015-1517, 2015-1383, 2015-1410, 2015-1374, 2015-1376, 2015-1513, 2015-1529, 2015-1594, and 2015-826 and those decisions are for denials. The cases that meet the criteria for approval are as follows: 2015-826, 2015-1161, and 2015-1289. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to make an initial determination of denial for the cases that were read into the record this morning. Commissioner Rule asked if there are any approvals. Ms. Baker said there are approvals and they are for the following cases: 2015-826, 2015-

1161, and 2015-1289. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to approve those cases read into the record. Ms. Baker presented the Board with some liens and releases of liens for the Board's consideration. 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: 2015-041270, 2015-041271, 2015-041272, 2015-041273, 2015-041274, 2015-041275, and 2015-041276.

LEGAL STAFF UPDATE

The Board met today at 9:00 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. The Board received a letter from COMPASS regarding the Regional Transportation Advisory Committee and it lists Tricia Nilsson, Deb Root and Christian Samples as the County's RTAC representatives, and the Board decided to keep the same designees on the committee. Commissioner Dale said the City of Notus is requesting a letter of support for their grant application to the state in which they are seeking a bond to help with their sewer project. Brad Goodsell reviewed the draft letter of support and did not find any legal issues with it. The Board has no problem signing a letter of support for the city's sewer project. No other items were discussed. The meeting concluded at 9:02 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:04 a.m. for a monthly meeting with the Weed Control Superintendent and Gopher District Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Weed Control Superintendent and Gopher District Director Jim Martell, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: budget summary for Fiscal Year 2015; the Controller had suggested we reduce the bounty line item for FY2016 from \$112,000 down to \$50,000, however Mr. Martell is worried that more tails may be purchased than that this year; they are busy spraying Phragmites, Jointed

Goatgrass, Rush Skeletonweed, and other fall treatments; and they are working on owl nest installations. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:12 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING FY2016 AGREEMENT WITH IDAHO TRANSPORTATION DEPARTMENT FOR NOXIOUS WEED CONTROL AND COOPERATIVE AGREEMENT WITH IDAHO TRANSPORTATION DEPARTMENT FOR GOPHER CONTROL

The Board met today at 10:12 a.m. to consider signing the FY2016 agreement between Idaho Transportation Department and Canyon County for Noxious Weed Control as well as the Cooperative agreement between Idaho Transportation Department and Canyon County for Gopher Control. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Weed Control Superintendent and Gopher District Director Jim Martell, and Deputy Clerk Kelly Martinez. Mr. Martell said the goal is to spot spray the state highways and usually further out than the state will spray and the goal on the pest agreement is to keep picking away a little at a time on pocket gophers and we mainly target the interstate and highway corridors. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the FY2016 agreement between Idaho Transportation Department and Canyon County for Noxious Weed Control as well as the Cooperative agreement between Idaho Transportation Department and Canyon County for Gopher Control. The signed agreements, Nos. 15-145 and 15-146, are on file with this day's minute entry. The meeting concluded at 10:15 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 10:28 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, HR Administrative Supervisor Michelle Britain, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: the HR Department has been actively busy with the compensation study and are working with Mr. Swallow; Ms. Britain will be completing the EEO4 which we have to submit every two years; open enrollment is being done online in ADP and is going very smoothly; manager training sessions are going really well; and IT projects are moving along more quickly. The items discussed were general

in nature and did not require Board action. The meeting concluded at 10:33 a.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 10:46 a.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, Chief Civil Deputy P.A. Sam Laugheed, Controller Zach Wagoner, Parks Director Tom Bicak, Assistant Parks Director Kathy Kershner, Parks Programs Manager Laura Barbour, Nicki Schwend who is a top candidate for the outdoor recreation planner position, and Deputy Clerk Kelly Martinez. Director Bicak discussed his proposal for amending the procedure for awarding funds to the local historical societies and other agencies involved in the Canyon County historic preservation projects. Director Bicak reviewed the current process saying the way the funds are handled now is if the project is approved by the Board of Commissioners, that project will be funded with two checks-one in December and one in June. Once the check is out the door it is supposed to be spent for that particular project and we are supposed to get receipts and a report from the grantee. Director Bicak said sometimes that happens, sometimes it doesn't. In order to tighten up the process Director Bicak is proposing that it be handled like any other claim, so if an organization got a grant what they would actually get would be credit in a budget and present the County invoices in which we would claim against that budget to pay the invoices. That way, we are not "closing the barn door" after the fact, everything is very proactive in administering the grant. If there are any funds left over from the project, it would create a fund balance in the account and we could use that fund balance to fund projects that didn't make the first tier of cuts. Controller Zach Wagoner said he is all in favor of the proper and appropriate use of public monies and making sure those monies are spent in a way that is legally permissible and in the best interest of the County. His initial question would be if you have a historical society that is constructing a building or that type of a project where you have got engineers, architects, contractors, would the County then be paying those vendors directly and is the County then responsible for legal and contractual agreements and other issues associated with that. Does the County then own those assets and are we responsible to track those assets. Commissioner Rule said those are good questions and he would rather avoid being tied into it contractually and legally. Mr. Laugheed agreed and said he doesn't want the County to be in the position where we are taking on obligations that we don't need to take on. This process has been evolving over the last couple of years and we are continuing to make progress on it. Mr. Laugheed asked Director Bicak if he was contemplating that type of arrangement where the County is paying

directly to the vendors. Director Bicak said yes, that was what he was contemplating. Commissioner Rule asked Mr. Wagoner about the definition of the levy and why that levy is collected. Mr. Wagoner said that levy is collected very specifically for the support of historical societies or historical projects and the use of those monies is limited to that function. Mr. Laugheed said we have written contracts with the non-profits that we disburse the money to so we can draft something into the contract to make it clear that they have to indemnify us or they are covering all of the insurance on these things. Mr. Laugheed was under the impression that the proposal was to make disbursements directly to the non-profits on a more periodic basis as opposed to paying directly to the contractors. Mr. Laugheed said the legal issue is Title 31 Chapter 15 has the statutes about the use of the funds. We have to make sure that it is for historic purposes, that is the big legal issue and the accounting issues probably come from that. Mr. Wagoner's concern would be that he would not be comfortable signing the claim form that some other entity outside of the County purchased and received. Commissioner Rule asked Director Bicak why he is proposing to do it this way. Director Bicak said the discussion that happens in the historic preservation meetings with the potential grantees is that if you are doing a renovation and you get half of your money in June and the other half in December, it is difficult to schedule those services because you can't pay for them upfront. The other issue is the accountability of where the funds are going and documentation. Commissioner Hanson said the point of the two payouts is that is when the taxes come in. Commissioner Hanson also said the other issue is this is basically saying that we have the liability for these debts that are being created by 501(c)(3) entities without the Board's approval so if we are going to monitor these grants so closely that we need an extra person, that was not the intent of this process. The intent was to make sure they have a viable project that met the criteria and that we would then help them distribute the funds as they come into the County. Commissioner Rule said not all that long ago one organization was receiving all of the money and now we have stepped in and said we think this money should be disbursed a little more evenly across the historical preservation efforts in the County. Commissioner Rule said he understands Commissioner Hanson's point about the taxes coming in twice a year and he thinks that is all he needs to hang his hat on. Commissioner Dale said there is one entity that is saying they need the money and they need it now, but the other point mentioned was that some of these projects that are approved may cost less than the proposal and there is no accounting of returning the funds if the grant amount was over what the project actually cost. Commissioner Dale asked if there is something we could add to the contract to require them to return the money not expended towards the particular project. Commissioner Hanson said that is why they are supposed to turn in a report on what they are spending the funds on, that is already laid out but maybe it needs some more definition. Commissioner Dale asked if there is something in the current contract that they have to return the money if they don't use it all. Mr. Laugheed said he doesn't know, however it seems there are several

issues here and asked Controller Wagoner if there is a requirement to only make two payments per year. Mr. Wagoner said we could, if necessary, make additional payments throughout the year and he is not opposed to that. Mr. Laugheed said there could be a way then to draw maybe more frequently than twice a year if we have the sufficient documentation. He said we can change the contract to make it really clear that if there are leftover funds they come back to the County and in his opinion the idea of establishing a fund balance in this levy makes sense. Commissioner Hanson said the funds would never have to be returned because they would never be distributed, in his opinion it would be that we agree that there is this amount of money for this specific project and they have to bring back invoices saying this is what they spent on the project and we cut the check as a reimbursement. Commissioner Dale said the current process is not a reimbursement process, it is just disbursed in two payments. Commissioner Hanson said he is not opposed to the context or the concept of the idea, he is just saying if we are going this route then it needs to be much more defined and we don't pay out money until there is an invoice showing the cost. Commissioner Rule said he doesn't think the process is necessarily flawed, it is just new and they are learning how to work within the perimeters of a brand new program. Commissioner Dale asked if Director Bicak is exploring a reimbursement process rather than an upfront payment process. Mr. Wagoner said there have been some positive steps regarding historical society monies over the past few years and we are really following the spirit of Idaho Code where the entities come before the Board and they make a presentation. Often times those are very detailed presentations and there is appropriate follow up on the back end and as long as we continue to follow that process he thinks we are moving in a good positive direction. Sam Laugheed left at 11:12 a.m. Other topics of discussion included the following: information regarding the upcoming purchase of a tractor where Director Bicak could get the trailer and tractor for under the budgeted amount of \$40,000; (Zach Wagoner left at 11:17 a.m.) Skyview High School cheerleaders needed community service hours and Canyon County Parks is the recipient of the volunteer help; Idaho Association of RC&D's met on September 24 and 25; 2016 River Management Symposium and National Outdoor Recreation Conference is coming to Boise in May; City of Fruitland is beginning to implement their Parks Department; personnel updates; replacing the 1983 John Deer tractor; Museum Comes to Life returned after skipping last year; Canyon County Parks will partner with Nampa City Parks on November 2 to visit Leslie Gulch; Idaho Oregon Snake River Water Trail Coalition continues to meet in conjunction with SWIRC&D the third Tuesday of the month; discussion regarding a Map Rock Access proposal; Kim Watson Young has an official internship with Canyon County Parks; BSU student anthropology and archaeology associations commenced conservation work on the pit and groove stone on October 10; CWI anthropology club spent October 8 through 11 documenting rock art legacy; Melba Invitational Cross Country match for Middle and High Schools at Celebration Park. The final document is regarding a proposal from US Fish and

Wildlife to rebuild the boater facility at the upper dam. The items discussed were general in nature and did not require Board action. The meeting concluded at 11:36 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING WITH REPRESENTATIVES FROM PROJECT MARVEL

The Board met today at 1:30 p.m. with representatives from Thor Industries to discuss Project Marvel. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Assessor Gene Kuehn, Deputy P.A. Brad Goodsell, Beth Ineck, Nampa Economic Development Director, Ken Julian, VP of Administration and Resources for Thor Industries, Mike Belovich, HR Director for Heartland Recreational Vehicles, Jana Jones with Boise Valley Economic Partnership, and Deputy Clerk Monica Reeves. Beth Ineck said Heartland Recreational Vehicles, which is a subsidiary of Thor Industries, is seeking a tax exemption pursuant to Idaho Code, Section 63-602NN, for their new investment located at 900 E. Karcher Road in Nampa. Ken Julian said they took ownership of the building the first part of October and they are going through a demolition and renovation phase of which 70,000 square footage of office space will be removed. They will have a job fair in December with production starting in March, and they expect to put in over the next three years anywhere from \$2.5 million to \$5 million in building improvements and equipment. For 2016 they are looking to hire 120-150 employees, the majority of which will be line workers and production workers. If everything goes well they will look to expand their two lines to an additional third line which will require an additional 50 acres in the next couple of years. Ms. Ineck said in previous meetings they discussed with the Board the potential of a 75% exemption over five years but at the time she couldn't disclose the company name but company officials have now signed the application and are here to answer any questions. Commissioner Dale is excited to have the company in Canyon County and he wanted to make sure they understand the 75% exemption is on new investment, not on the purchase of the property. Mr. Julian understands that. He said there was a tenant in place when they acquired the building and the Van Aukers are looking at building a new facility for them so as they exit the building Thor Industries will renovate the second half and get it prepped for the second line by the middle of next year. Brad Goodsell, who was not involved in previous discussions on this subject, said Mr. Julian mentioned the investments will be between \$2.5 million and \$5 million but he wanted to make sure everybody is clear that there's a minimum investment of \$3 million to qualify for the exemption. Mr. Julian said he understands that completely. He anticipates building improvements to begin in December or January. Gene Kuehn said it would fall on the annual roll and they will have all of next year to reach the \$3 million. There is also a supplemental roll which means it only goes on for a partial year, but they will lose some time so he said they try to avoid that and as long as they start building before December

we won't run into that issue. Mr. Goodsell said the project period can be longer than a year; it doesn't matter as long as it's within the project period and the exemption itself doesn't have to be tied to the project period so they can make the investments this year and even next year and use the exemptions beginning the following year if they wanted to. And, because there is a lot of flexibility there it would be helpful if they prepared a spreadsheet and itemized what their investments are going to be, what year they will make the investments, and indicate which year they prefer to have the exemptions. Mr. Julian said they will prepare a spreadsheet as requested. Mike Bellovich spoke about the job fair they will hold in December. The Commissioners expressed their excitement about the company coming to Canyon County. The meeting concluded at 1:53 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTH DAY OF OCTOBER TERM, A.D., 2015
CALDWELL, IDAHO OCTOBER 22, 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 Robin Outen.

CONTINUE MEDICAL INDIGENCY HEARINGS

The Board met today at 8:48 a.m. to go on the record and continue medical indigency hearings. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Yvonne Baker, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the following cases by signed stipulation as follows:

- Case No. 2015-825 was continued to December 3, 2015 at 9:00 a.m.
- Case No. 2015-862 was continued to February 11, 2016 at 9:00 a.m.
- Case No. 2015-1175 was continued to April 14, 2016 at 9:00 a.m.
- Case No. 2015-1174 was continued to April 28, 2016 at 9:00 a.m.

The proceeding concluded at 8:50 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-812

The Board met today at 9:03 a.m. to conduct a medical indigency hearing for Case No. 2015-812. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Yvonne Baker, the applicant and her mother, Attorney Bryan Nickels, Stephen Deville from St. Alphonsus, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to December 10, 2015 at 9:30 a.m. The hearing concluded at 9:36 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-1074

The Board met today at 9:40 a.m. to conduct a medical indigency hearing for Case No. 2015-1074. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Yvonne Baker, the applicant, Interpreter Mercedes Lupercio, and Deputy Clerk Kelly Martinez. A hospital representative was not present for today's hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to uphold the original denial. The hearing concluded at 9:56 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-952

The Board met today at 10:01 a.m. to conduct a medical indigency hearing for Case No. 2015-952. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Yvonne Baker, the applicant, Attorney Mark Peterson, Kate Stark from St. Luke's, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to take Case No. 2015-952 under advisement with a written decision to be rendered within 30 days. The hearing concluded at 10:25 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-1088

The Board met today at 10:27 a.m. to conduct a medical indigency hearing for Case No. 2015-1088. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Yvonne Baker, the applicant, Attorney Bryan Nickels, Stephen Deville from St. Alphonsus, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to continue the hearing to January 14, 2016 at 9:00 a.m. The hearing concluded at 10:49 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIAL DATES FOR MEDICAL INDIGENCY CASES

The Board met today at 10:50 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Yvonne Baker, and Deputy Clerk Kelly Martinez. Ms. Baker recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2015-828, 2015-1081, and 2015-1162. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 10:52 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 11:05 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Kelly Martinez. Commissioner Dale said we made the discovery of payments still being made to Larry Johnson and the Board started exploring the option of an ordinance to redefine the relationship between the fair board and the County. We chose to postpone that until after the fair, however we are well after the fair and nothing has been done at this point. Commissioner Dale said we have the ordinance drafted and believes we should move forward with a public hearing. Commissioner Rule said he believes the Board should meet with the Fair Administrator and the Fair Board Chairman to have an open discussion and kind of purge this out on the record. Mr. Laugheed said the Board gave Ms. Cope and Laren Bailey a copy of the proposed ordinance so it is probably time to just reach back out to them. Commissioner Dale wanted to know if Diana Sinner has met with Controller Zach Wagoner yet to figure out the financial aspect and he doesn't think she has at this point. The one thing that needs to be hammered out, in Commissioner Dale's opinion, is the financial needs

of the fair which should be figured out before the ordinance is passed. Commissioner Hanson agreed that we need to get this done. Mr. Laugheed said he will just set a meeting with Ms. Cope and the fair finance person with himself and Zach Wagoner and just push that conversation to take place. At 11:10 a.m. a request was made to go into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND PENDING/IMMINENTLY LIKELY LITIGATION

Commissioner Hanson made a motion to go into Executive Session at 11:10 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (f) to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and 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, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 11:42 a.m. with no decision being called for in open session.

The meeting concluded at 11:42 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

NINTH DAY OF OCTOBER TERM, A.D., 2015
CALDWELL, IDAHO OCTOBER 23, 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 \$3,566.08 to Intermountain Wood Products.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Don Brown, Anita Hollis, Chris Everett, Dana Huffaker, Lupe Villegas, and Don Dutton.

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for: Rosalie Cope, Kyla Austin, Erick Eskew, Eleonora Somoza, Sam Laugheed, Matthew Bever, Dawn Pence, Michael Thompson, Mark Hutson, Mark Tolman, Stephen Engel, Ron Humphrey, Kyle McAllister, Mike Jenks, Jeff Betzold, Roy Walthall, Ben Keyes, and Chuck Gentry.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-041746, 2015-041747, and 2015-041748.

CONSIDER SIGNING TREASURER'S TAX CHARGE ADJUSTMENTS BY PIN, AND CONSIDER RESOLUTION TO APPOINT DAR SYMMS TO THE CANYON COUNTY ORCHARD REVIEW BOARD

The Board met today at 8:30 a.m. to consider signing the Treasurer's tax charge adjustments by PIN, and to consider appointing Dar Symms to the Canyon County Orchard Review Board. Present were: Commissioner Steve Rule and Craig Hanson, PIO Joe Decker, Braden Weston, and Deputy Clerk Monica Reeves. The items were considered as follows:

Treasurer's Tax Charge Adjustment by PIN: The adjustment is for Jay Madison, PIN #31996151 0, in the amount of \$1,635.65. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the Treasurer's tax charge adjustment. The meeting concluded at 8:32 a.m.

Appoint Dar Symms to the Canyon County Orchard Review Board: Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the resolution to appoint Dar Symms to the orchard review board. Mr. Symms is replacing Dick Symms on the board and his term will expire October 23, 2017. (See Resolution No. 15-163.)

The meeting concluded at 8:33 a.m. An audio recording is on file in the Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 9:04 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the legal counsel regarding pending litigation. 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 (f). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Mr. Goodsell left at 9:17 a.m. The Executive Session concluded at 9:41 a.m. with no decision being called for in open session.

CONSIDER SIGNING A RESOLUTION WAIVING THE FEE FOR THE NOTUS SCHOOL DISTRICT CONDITIONAL USE PERMIT APPLICATION

The Board met today at 9:41 a.m. to consider signing a resolution waiving the fee for the Notus School District Conditional Use Permit. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Mr. Wesley said the Notus School District is planning a new school and they sent a letter asking for a waiver of their C.U.P. application fees as well as their building permit fees. The issue was discussed with Dan Hunter but the building permit fees have not yet been determined. Director Nilsson reviewed the C.U.P. application and determined the fee was \$850 and so that is what the Board is considering today. Commissioner Dale asked if this will establish a brand new precedent or is it a policy that's been ongoing. Director Nilsson said it had been a policy in DSD and they have a written interpretation going back several years regarding the provision in state law about government charging fees to other governments, and it had been the practice to waive fees for other government entities based on that statute,

although it was somewhat ambiguous with the way it was drafted. Commissioner Dale said there are services attached to fees and they are costing taxpayer dollars. Director Nilsson said DSD charges for staff time spent on the C.U.P., also, the case has been scheduled for the third Thursday in November. Commissioner Dale reiterated his concern about establishing a precedent. Director Nilsson said the practice in the past was to not even bring it to the Board, it was just waived according to a memo from a prior director, but she felt the Board should make the decision. Commissioner Rule said the Board has waived C.U.P. fees in the past for other school districts and agencies. Commissioner Hanson made a motion to sign the resolution waiving the fee for the Notus School District conditional use permit application in the amount of \$850. Commissioner Dale seconded the motion and it carried unanimously. (See Resolution No. 15-164.) The meeting concluded at 9:46 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING EIDE BAILLY ENGAGEMENT LETTER FOR FY2015

The Board met today at 9:46 a.m. to consider signing the Eide Bailly engagement letter for FY2015. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Mr. Wagoner said Eide Bailly has provided our audit services the past two years and he's been very pleased with their service which has been both thorough and timely. The letter includes some unique wording regarding the fee; it states the fee is \$54,000 unless we are not required to do a single audit. He explained that if a government entity expends greater than \$500,000 of federal awards it triggers a single audit which is very detailed and complex, but we don't know for sure if we're going to go over that \$500,000 threshold or not. It will be close but he believes we'll be under it, and if we are under it the price will be reduced by \$6,500. Commissioner Rule said he has not heard any complaints about Eide Bailly's services, and Commissioner Dale said the comments he's heard have been positive. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to authorize the Board to sign the Eide Bailly engagement letter for 2015. (See Agreement No. 15-147.) The meeting concluded at 9:48 a.m. An audio recording is on file in the Commissioners' Office.

DETENTION CENTER INSPECTION CONDUCTED

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

TENTH DAY OF OCTOBER TERM, A.D., 2015
CALDWELL, IDAHO OCTOBER 26, 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 Yvonne Baker and Connie Ramsey.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Steve Rule and Craig Hanson, Facilities Manager Paul Navarro, PIO Joe Decker, Senior Administrative Assistant Jenen Ross, and Deputy Clerks Kelly Martinez and Monica Reeves. Ms. Martinez and Ms. Ross left at 8:35 a.m. Joe Decker reported on the following communication issues: He is working on media requests for information regarding a homicide that occurred in Nampa over the weekend; on Wednesday the Sheriff's Office will host a Crime Stoppers press conference regarding the homicide in Notus; he will attend a Jedi counsel/Prosecutor's meeting Wednesday night; an election will be held next Tuesday and he will likely post results until early morning hours; a Sheriff's Deputy thwarted a burglary in Caldwell; he will post information for various county offices; and he attended a bike giveaway on Friday. Paul Navarro reported on the following facilities issues: he wants to publish moving dates and the closure of the Nampa annex of Friday, January 15 with intent to open on Tuesday, January 19; the remodel in the Clerk's area starts today and the goal is to have the room done in 6-7 weeks.; the fire riser is in, but they need to pour concrete in the room; the heat pumps were turned on for the second and third floors. Jonathan Perry is the new animal

shelter director and he has asked about doing some improvements so Mr. Navarro will obtain bids for painting and cabinetry work. The meeting concluded at 8:47 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION AUTHORIZING THE INCLUSION OF CERTAIN CHARGES, OTHER THAN PROPERTY TAXES, ON TAX NOTICES AS AUTHORIZED BY IDAHO CODE SECTION 63-902(10)

The Board met today at 9:00 a.m. to consider signing a resolution authorizing the inclusion of certain charges, other than property taxes, on tax notices as authorized by Idaho Code Section 63-902 (10). Present were: Commissioners Steve Rule and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Controller Zach Wagoner, Attorney Maren Erickson representing the Cities of Nampa and Caldwell, and Deputy Clerk Monica Reeves. (Commissioner Tom Dale arrived at 9:16 a.m.) Brad Goodsell said this year the Auditor has received five different requests to include charges and three of those we are recommending the Board accept and certify to the tax roll, they are special assessments of some type that apply to a specific property. However, there are a couple of charges that were certified from the City of Nampa and the City of Caldwell that relate to Local Improvement District (LID) delinquencies and when we looked at the law it was our view that these delinquencies did not qualify to be put on and collected as taxes by the Board. Furthermore there was a feeling that even if they were qualified it wasn't appropriate to put them on for various policy reasons. The Treasurer and Clerk/Auditor were involved in these policy discussions. He said they met with the cities and Ms. Ericson to see if we could come to some resolution and make sure we understood each other's positions but they both disagree with what the law states. Maren Ericson said her firm was asked by the city treasurers about a different way to go about certifying the LID billing delinquencies instead of foreclosing on the homes and they decided a viable option is to certify the delinquencies to the County. They worked with Zach Wagoner to certify the LID assessments to the County tax rolls which would allow the property owners several years to pay off their delinquencies before foreclosure instead of the cities foreclosing right away, however, a few weeks ago they learned the County was not in favor of doing the certification. She believes the code allows for this but she understands the Board will listen to its legal counsel but moving forward they would like to make it work for next year. Commissioner Rule believes the cities are trying to shift their responsibilities to the County. Ms. Ericson said this isn't any different than when the County puts special assessments onto the tax rolls. Mr. Goodsell said the Board has the ability to certify things to the tax rolls if they meet certain criteria, but never are you required to certify something to the tax roll - any kind of abatement, or special assessment or LID. Ms. Ericson said it will be collected as property taxes are in the

same systematic approach that is currently used but it will give people several more years to pay off their debts before foreclosure. Commissioner Rule is not in favor of it. Commissioner Hanson doesn't see the need for the County to pick up something the cities have established. Commissioner Dale sees both sides of the issue but he believes the responsibility for the collection of this debt relies on the contract between the city and the people who agreed to pay the debt, it's not a contract that involves the County collection agency and at some point that debt will be collected when the property sells and that's when the city gets the collection. He said it's not necessary to bring the County into it. Mr. Goodsell said we do not agree with cities but they will continue their discussions and see what next year brings. He said the resolution is very clear in that it summarizes the charges that should be certified: County weed and gopher, a special assessment for the City of Caldwell for Connie's Ceramics, and some special assessments for the City of Nampa involving the cleanup of properties, and if the Board adopts the resolution they will be added to the tax rolls. The resolution also states we are not going to do special assessments for city LID delinquencies. Commissioner Dale made a motion to sign the resolution authorizing the inclusion of certain charges, other than property taxes, on tax notices as authorized by Idaho Code Section 63-902 (10) as specified in the resolution. It does not certify the LID assessments that were requested. The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Dale, Hanson and Rule voting in favor of the motion. The motion carried unanimously. (See Resolution No. 15-165.) The meeting concluded at 9:27 a.m. An audio recording is on file in the Commissioners' Office.

ELECTED OFFICIALS MEETING

The Board met today at 9:33 a.m. for an elected officials meeting. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Sheriff Kieran Donahue, Treasurer Tracie Lloyd, Assessor Gene Kuehn, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Prior to the start of the meeting, Commissioner Dale made a motion to continue the 9:00 a.m. legal staff update to immediately following the elected officials meeting. The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Dale, Hanson and Rule voting in favor of the motion. The motion carried unanimously. Sheriff Donahue did not have any items to report. Gene Kuehn reported that his office is busy with Board of Tax Appeals issues this time of year. Prosecutor Taylor spoke briefly about the homicide that occurred in Nampa and how those types of cases are very resource intensive. He also reported that he is looking forward to relocating to the new Prosecutor's Office on the third floor with a move-in date of December 28. He said they were able to donate \$30,000 in wood to the Clerk's Office. Tracie Lloyd said the Treasurer's Office is busy with the tax drive

and she hopes to have tax notices mailed in three weeks. Commissioner Dale asked the Treasurer for her thoughts on the previous meeting about the County assuming collection responsibilities for those voluntary LID's. Ms. Lloyd said she questioned them because some of the LIDs are from 1998 and certifying that many years of delinquent charges to one year of property taxes is problematic. She questioned why the cities waited so long to try to collect on them. She said if it had been one year and a matter of a few hundred dollars it would be one thing, but the cities were requesting 19 properties be certified and there the charges were over \$140,000 and that's why she had a problem with it. Brad Goodsell discussed the open meetings flowchart which is designed to be a tool for the elected officials. Last year the legislature moved the open meetings law, the public records law, and the government law and put them into a new title of Idaho Code which is Title 74. They increased the penalty for violations of open meetings law so the Prosecutor's Office thought it might be a good opportunity to review the open meetings law. If you have a one-on-one discussion with one Commissioner that's not a meeting, but if you're going to have a discussion with two Commissioners then you probably are having a meeting if you're talking about anything the Board is considering, or may be considering in the future. The basic premise and policy is that all meetings are open to the public. Listed on the left side of the chart are the mechanisms in the law that ensure things are done in the open, and on the right are the mechanisms in the law which are exceptions to the things on the left. (The flowchart is on file with this day's minute entry.) On the back of the chart there is a three-step process for determining whether a matter you're discussing is subject to open meetings, and, if you are going to discuss something with the Board and there is more than one member present you are deliberating and if you're deliberating that means you're having a meeting and if you're having a meeting that means there has to be a notice. It may be an executive session but it has to be on the agenda. Prosecutor Taylor said it's important to be cognizant that when we're gathered and talking about County business we have to make sure it's on the agenda. Mr. Kuehn said when officials attend IAC meetings they have discussions with each other. Mr. Goodsell said the law anticipates when you're at meetings of a general nature like that that you can talk to each other and if you're not talking about a specific issue in front of you that you are deliberating on then it is fine. Commissioner Dale said those types of meetings are allowed, and if you're not deliberating towards a specific decision as a body you're not in violation of the open meeting law in any sense of the word, intent or letter. The meeting concluded at 9:50 a.m. An audio recording is on file in the Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 9:51 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County’s risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:51 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Hanson and Rule voting in favor of the motion to enter into Executive Session. (Commissioner Dale momentarily stepped out of the 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 10:05 a.m. with no decision being called for in open session.

CONSIDER FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER RE THE APPEAL BY RB DEVELOPMENT FOR A C.U.P.

The Board met today at 10:05 a.m. to consider the Findings of Fact, Conclusions of Law (FCOs) and Order regarding the appeal by RB Development for a Conditional Use Permit. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. Sam Laugheed said the attorney who is working on the FCOs is unexpectedly unavailable today and he requested the Board continue the signing to Friday morning at 10:00 a.m. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to continue the signing of the Findings of Fact, Conclusions of Law and Order regarding the appeal by RB Development for a Conditional Use Permit to Friday October 30, 2015 at 10:00 a.m. The meeting concluded at 10:07 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 Steve Rule, Craig Hanson and Tom Dale, Director of Information Technology Greg Rast, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: the IT Organizational Chart is complete with title changes; Maas360 removal update which is about 75% complete; Secure the Human training is almost complete; update on the HR Performance Evaluation Project; beginning to work with Development Service Department and the Assessor's Office to find a common program to share common information; Elections testing will be held on October 29 and IT will be available; update on the Nemo-Q installation which will take place the week of November 16; and Director Rast has been asked by the Idaho Association of Counties to represent the counties on a Cyber Security Task Force. Commissioner Rule cautioned Director Rast about getting wrapped up in outside activities or assignments and to not be afraid to say no to other assignments outside of the County. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:27 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

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

APPROVED CLAIMS ORDER NO. 10-29-2015

The Board of Commissioners approved payment of County claims in the amount of \$396.00 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$6,620.00 to Wall 2 Wall Floor Covering.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$4,500.00 to Darrel Dice Masonry and Sponge Blasting.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$41,213.00 to IT Solutions.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$1,137.99 to Dell.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Jason Roberts, Travis Lowber, Rachel Gonzales, Christopher Odenborg, Thomas Tippets, and Justin May.

CONSIDER SIGNING OCTOBER 27, 2015 AGENDA ITEMS

The Board met today at 8:31 a.m. to consider signing the October 27, 2015 agenda items. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Judge Brad Ford, Chief Probation Officer Elda Catalano, Ross Garven from Juvenile Probation, Assistant IT Director Don Brown, and Deputy Clerk Kelly Martinez. The items were considered as follows:

Memorandum of Understanding to support LoveCaldwell and Canyon County Juvenile Probation bike program - Ms. Catalano said there has been a lot of discussion about partnering with LoveCaldwell to establish a bike project and

utilizing juvenile offenders to fix those bikes. Ms. Catalano said she thinks it is going to be a great project for Canyon County and juvenile offenders to learn a skill and a trade. Mr. Wesley said the agreement that we have put together with LoveCaldwell is a Memorandum of Understanding that lays out the responsibilities and is limited in scope and covers just the bike project relationship. The structure is such that LoveCaldwell as the non-profit has the ownership of the bikes, the fundraising arm for the project and the County's responsibilities are basically when juveniles are available and wanting to fulfill their community service hours by participating in the project they will work with Mr. Garven to do so. The agreement also spells out the County's liability and insurance provisions and has standard terms of when the contract ends which would be at the end of the Fiscal Year and how we would terminate it if need be. Commissioner Dale said the agreement states that the County shall arrange for the secure space and asked where that space is. Ms. Catalano said at this point in time there is no space and that is something she would like to continue to discuss with the Board. Mr. Brown said this started because Mr. Garven had a vision and his enthusiasm is infectious. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the Memorandum of Understanding to support LoveCaldwell and Canyon County Juvenile Probation bike program. (See Agreement No. 15-148.) Don Brown and Ross Garven left at 8:39 a.m.

FY2016 agreement between Rita Fell and Canyon County for Provision of Individual and Family Counseling for Juvenile Offenders and their Families - Ms. Catalano discussed the background of the contract, it is a renewal and funding is already in the budget under the tobacco division. Mr. Wesley said it is simply a renewal with no changes from last year. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the FY2016 agreement between Rita Fell and Canyon County for Provision of Individual and Family Counseling for Juvenile Offenders and their Families. (See Agreement No. 15-149.)

The signed documents are on file with this day's minute entry. The meeting concluded at 8:41 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 8:41 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, Judge Brad Ford, and Deputy Clerk Kelly Martinez. HR Director Jeannine Eiband arrived at 8:44 a.m. for the next meeting. Topics of discussion included the following: staffing and personnel updates; Juvenile Probation is also collecting clothing donations to keep onsite for juveniles who may need items. Commissioner Hanson appreciates that Ms. Catalano is community minded. There was also discussion regarding finding some space for the bike program and Ms. Catalano will continue to work with Facilities Manager Paul Navarro to identify a possible space. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:46 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 8:46 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Craig Hanson and Tom Dale, Human Resources Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. Commissioner Steve Rule arrived at 8:53 a.m. Topics of discussion included the following: Director Eiband is working with IT to develop an employee performance evaluation program in Onbase; the compensation analysis is going well and she hopes to have something soon; discussion regarding the form that is used to convert sick leave to vacation leave and if it is necessary to have the Board to continue to approve them; and Director Eiband will be at a conference regarding employment law most of next week in Las Vegas. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:54 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING EQUITABLE SHARING AGREEMENT (AUTHORIZATION FOR ELECTRONIC SIGNATURE) FOR DEPARTMENT OF JUSTICE AND CITY COUNTY NARCOTICS UNIT (CCNU)

The Board met today at 9:02 a.m. to consider signing the Equitable Sharing Agreement (Authorization for electronic signature) for the Department of Justice and City County Narcotics Unit (CCNU). Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Senior Admin. Specialist Margaret Spurgeon, and Deputy Clerk Monica Reeves. Sam Laugheed said the County signs the agreement every year and he noted there were a couple of administrative changes this year, one had to do with the necessity of keeping separate bank accounts, and the other

is that the federal government is moving towards electronic signatures change so the Board will enter into the agreement and by doing so will authorize the electronic signature. Margaret Spurgeon said the only change to the asset forfeiture and money laundering equitable sharing agreement is the electronic signature. Mr. Laugheed said there is no reason not to sign agreement and it's in the County's interest to do so. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the Equitable Sharing Agreement, which includes the authorization for electronic signature, for the Department of Justice and City County Narcotics Unit (CCNU), No. 15-150. The meeting concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.

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

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

Commissioner Hanson made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:25 a.m. with no decision being called for in open session.

CONSIDER SIGNING FINAL PLAT FOR CINNAMON MEADOWS SUBDIVISION, CASE NO. PH2015-11

The Board met today at 9:32 a.m. to consider signing the final plat for Cinnamon Meadows Subdivision, Case No. PH2015-11. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Planner Jennifer Almeida, Lance Warnick, and Deputy Clerk Monica Reeves. Jennifer Almeida said the subdivision has four residential lots, and there is an internal private road which is constructed to the County's private road standards. The irrigation system is installed and ready to begin when the irrigation season begins next spring. The P&Z Commission recommended

approval of the preliminary plat and irrigation plan on May 7, 2015, and the Board approved the preliminary plat on July 1, 2015. There are no outstanding improvements on this subdivision. Lance Warnick appreciates the County's help in getting the project going again after seven years of inactivity. Commissioner Hanson made a motion to authorize the Chairman to sign the final plat for Cinnamon Meadows Subdivision. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with all three Commissioners voting in favor of the motion. The motion carried unanimously. After the Board's motion it was discovered that the plat had not been signed by the County Treasurer. Mr. Warnick will obtain the signature and bring the plat back at a later date. The meeting concluded at 9:34 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH TONI TISDALE FROM COMPASS TO DISCUSS VARIOUS TRANSPORTATION FUNDING PROGRAMS

The Board met today at 10:03 a.m. for a meeting with Toni Tisdale from COMPASS to discuss various transportation funding programs. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Planner Christian Samples, Toni Tisdale, a Principal Planner from COMPASS, Wayne Herbel from the ITD Local Highway Technical Assistance Council, Jacob Hazard from Valley Regional Transit (VRT), and Deputy Clerk Monica Reeves. Ms. Tisdale, Mr. Herbel and Mr. Hazard gave an overview of their respective agencies' projects and how Canyon County can apply for additional funding and additional technical assistance. (A copy of the packet of information they provided is on file with this day's minute entry.) Ms. Tisdale said the County's DSD staff has been amazing with working with the cities and encouraging them to apply for different products. Commissioner Rule asked for information on VRT funding a project in the City of Middleton. Mr. Hazard said the city approached them about a park and ride site as part of a city park project, and COMPASS determined it was a transit related amenity where the park and ride can be expanded upon in the future as the ridership in the area grows. VRT will pay for the construction of the parking lot which they'll use in concert with their park as well. In response to inquiries about how the agencies can better serve the County, Commissioner Rule said he would like to see more done to preserve the corridors that will carry traffic through the counties and the region for that matter. Ms. Tisdale said there are challenges with preservations, especially using federal funds but there may be some other ways to preserve corridors and she will put that out there as a possibility on developing policies and procedures. No Board action was required or taken as today's meeting was held for information purposes only. The meeting concluded at 10:33 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING CANYON COUNTY HISTORIC PRESERVATION SUPPORT AWARD AGREEMENTS WITH SOUTHWEST IDAHO RESOURCE CONSERVATION AND DEVELOPMENT, AND THE MELBA VALLEY HISTORICAL SOCIETY

The Board met today at 10:34 a.m. to consider signing the Fiscal Year 2016 Canyon County Historic Preservation Support Award Agreements with Southwest Idaho Resource Conservation and Development (RC&D), and the Melba Valley Historical Society. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The agreements being considered today are as follows:

- Southwest Idaho RC&D to complete the classroom and exhibit hall for the Crossroads Museum at Celebration Park
- Southwest Idaho RC&D for improvements to the Carnegie Library for the Caldwell Veterans
- Southwest Idaho RC&D for a series of community workshops on maintaining community archives
- Melba Valley Historical Society for upgrades to the Gardner Hotel/IOOF Lodge Building

Zach Wesley said agencies applied through the County's Historic Preservation Commission (HPC) and their applications were recommended for approval by the HPC to the Board, which made the budgetary approval, and now we have the support award agreements that specify the insurance requirements, when the funds will be disbursed, the scopes of the projects and the details to make sure the projects are accomplished, and that the County has its risk managed as well. Commissioner Rule said he received a complaint from a citizen who said the Canyon County Historical Society in Nampa has charged for research and that is concerning to him. Mr. Wesley said he has received some communication from the historical society on that issue but he hasn't had an opportunity to follow up, although they were requesting information to resolve that issue so for the purpose of today's meeting he has pulled that agency's agreement from the Board's agenda. He intends to follow up on the matter and discuss it with the Board before the agreement is considered. Mr. Wesley said the Board has an opportunity to audit the funding of the groups who apply for preservation awards, and the application that the HPC created includes a section that should require the nonprofits to disclose the things they are charging fees for. With the agreements before the Board today he is aware that the group did disclose some fees for the art project, such as, there is a cost to participate for supplies and some of the grant will cover that, and, there would be a cost for college credit if someone wanted to get credit through CWI or BSU. Obviously there will be no fees for the Celebration Park project except for the camping fee. He is not aware of a fee structure that's part of the veterans' project.

He is aware that the Melba group asks for donations for admission. Following comments Commissioner Hanson made a motion to sign the Canyon County Historic Preservation Support Award Agreements with Southwest Idaho RC&D and the Melba Valley Historical Society for the four projects that were noted. The motion was seconded by Commissioner Dale and carried unanimously. (See Agreement Nos. 15-151, 15-152, 15-153 and 15-154.) The meeting concluded at 10:43 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH HR TO DISCUSS PROGRESS OF COMPENSATION STUDY AND IMMEDIATE FUTURE OF SALARY CHANGES

The Board met today at 11:02 a.m. with the HR Director to discuss the progress of the compensation study and the immediate future of salary changes. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, HR Director Jeannine Eiband, PIO Joe Decker, and Deputy Clerk Monica Reeves. Director Eiband said they are actively working on the study and they just received the final survey information from the City of Nampa and the next step is for Mike Swallow to determine appropriate salary ranges for each position. In order to address compression issues they will look at the applicable years of service a person has - even if that experience is outside the County - and give credit for the experience, although that doesn't necessarily mean everyone's going to get credit for the whole amount. The experience has to be applicable and it has to translate to the job the person is doing at the County. Mr. Swallow will have to decide and explain how that calculation would work. That final step will be more complicated because they will have to talk to employees and look at resumes. Director Eiband wants to carefully look at where the salary survey data has been pulled from; the last time she reviewed it was 4-6 weeks ago and she wants to make sure we've hit some of the pertinent areas that are relatable. With regard to the Sheriff's Office, they may have to look at other areas such as the Snake River Correctional Facility because it's a big competitor in terms of correctional officers and we want to make sure it's applicable and relatable to where we're at. She hopes to have the final numbers before the first of December but it will be dependent on how long it takes to obtain the employee applicable experience information. She will send an email update to the elected officials and department heads to let them know where we're at. When the numbers come in the Board will have to decide if it will assign a dollar amount to an individual or if the monies will be given in a pool for the elected officials to distribute. Commissioner Hanson said in the past amounts were designated for positions to bring people up to market and some individuals were slated to receive increases but the money was taken from them and distributed to others based upon a preference and his opinion is this is a Board action to bring employee salaries to a market rate that is verified in the region. Commissioner Rule asked how that policy

will be implemented given an elected official can do whatever he/she wants. Commissioner Hanson said this is the Board's money, in a Board account and the Board has the authority to distribute those funds based upon the study in an equitable manner and it is not going to be based upon somebody else changing the dollar amounts once it's been established by the Board. Commissioner Dale said he thought we had buy-in from the elected officials that the goal is to make market adjustments that are competitive in position. He doesn't have any problem saying we are going to be acting on the recommendations of the study and this is for adjustments of positions and it's not to be based on merit. It's strictly a study on where we ought to be paying people for the jobs they are doing based on position. This is not going to go out to the elected officials to distribute as they see fit; it should be going out as an HR recommendation based on the study that we all agreed to do. Commissioner Rule said the Board intended that a few years back and it was handled completely different so we better have a legal review on it. He asked Director Eiband to check with the Prosecutors' Office on that topic. Director Eiband agreed and said there was buy-in from the elected officials last year and we had it last year but in some cases they did not like the amounts that were recommended because of the person's performance. She said that is a management issue; we are dealing with what the position is worth to the County and where that position should be and her fear is we will run into that again so she wants the Board to be prepared for that conversation if it comes up again. Commissioner Hanson said we are looking at bringing positions up to whatever we can afford to do with the monies we have allotted this year, and he wants it as equitable as possible for all County employees. He did note that there are some positions that we won't be dealing with because they are either already in the range or slightly above the range. It is not based on merit, and if a supervisor or elected official has an employee with issues they should be addressing it in writing rather than saying they don't want to give compensation for the position. Commissioner Dale said we allotted \$4 million for the study and if it shows we need \$6 million to implement the changes then we'll be at 60% of that. The Board did not say it was going to respond 100% to it, but we're going to do the best we can with what monies we've allotted and if the best we can do is 65% or 70% of the total figure then that's what we can do and it's equitable across the board. Commissioner Hanson concurred and said he is not looking to pull more money from somewhere else; we are moving in a direction that puts us in an equitable position regionally wide. The second item of discussion dealt with developing a pay policy/guideline so that we don't find ourselves in the same position every five years. Director Eiband said there was discussion about how the salary grade chart will go away and there is recommendation that we have job ranges that are assigned to positions and that a market analysis be completed so we will know which jobs need market adjustments. She said we need some consistency countywide in our hiring without taking away the autonomy that the elected officials have in making their hiring decisions. Some of the complaints have been that some managers and elected officials

believe that every person coming in, regardless of experience or education level, should all start at the bottom and work their way up, but others believe you give credit to what they bring to the job and you move them up a little bit further into the pay scale and that is what has created a lot of the discrepancy where you have an assistant in one office making \$10,000 less than an assistant in another office when they are comparable in experience and education. Her recommendation is that a guideline be developed. For example, if somebody is coming in with five years of relatable experience then they could start them 3%-5% higher than what the base wage is and you develop a starting guide that managers could follow in placing people in their appropriate position. None of the starting wages should be higher than where we get to the midpoint. In a pay philosophy the goal is for an employee to quickly move from entry to the midpoint and the bulk of their career will be a much slower progression from midpoint to high end of their range. This will give some flexibility between the entry level and the midpoint that you could create some guidelines based on education levels and experiences that managers can use and it will help us with progression and discrepancy in positions as we move forward. Commissioner Rule said we need to have that policy in place. Director Eiband will work with Mr. Swallow on some recommendations to present to the Board and then get feedback from the elected officials. Commissioner Rule wants it based on the Treasure Valley regional area and not on union wages in the Boston, New York areas. Commissioner Dale would like to see a matrix to guide managers. Commissioner Hanson said we need an agreement with the elected officials to use the evaluation program. Director Eiband said Mr. Swallow brought up an interesting point to keep in mind as we explore the value of the job versus the value of the worker, which are two distinct things. The cost of living adjustment (COLA) is a market adjustment based on the worth of the job, while a merit increase is based on how the employee performed, and when we do constant merit increases as a percentage we are increasing the value of the job year after year and paying in the future for past performance and that is what drives our jobs out of market because we are constantly adding a percentage when the market might not have dictated a permanent change in the worth of the job. Mr. Swallow's recommendation is to change our philosophy and that each year HR's job, while working with the Controller, would be to make recommendations to the Board of any market adjustments that need to be addressed through a COLA per position and a merit pool separately that's done by dollars not percentage. If you have an exceptional employee and dollars are approved for merit they may get a \$1,000 bonus for the prior year's performance but that would not add on to the base job that incorrectly elevates the worth of the job. The merit would be distributed as a dollar amount rather than a percentage amount and as a onetime bonus instead of adding on to the base salary by percentage. It would be a way to keep our salary grades in check to market and reward the employees that have gone above and beyond. Commissioner Rule questions how the Board would budget for that, and he said he needs to see some definition before he gets behind the concept. Commissioner Dale said there are a lot of

governmental entities and private businesses who've eliminated COLA'S. An annual evaluation by position of the market allows you to do a market adjustment without mentioning a COLA. He does not like the word "bonus", particularly in government work and he'd rather figure out a mechanism that acknowledges performance but is not called or perceived as a bonus. Director Eiband said it is semantics, we can re-title it but the process is still the same and the IRS will consider it a bonus and will tax it that way. We can call it a one-time merit pay, or whatever we want. In terms of budgeting, she said nothing will change in how you are budgeting for it now. You will still determine what amount, if any, you are willing to allocate for merit. What will change is how it is distributed; instead of increasing a permanent increase it will be a onetime increase. It will be a cost savings to the County because we will not have a permanent increase in taxes and benefits based on the base salary. Commissioner Dale said if we give an exceptional performer a \$1,000 bonus per year for 10 years but don't acknowledge it as part of their salary we are hurting them on their retirement (PERSI) and that's something to be sensitive to. Director Eiband said the Board will have to deal with the perception of the employees but the County has to realize it is an employer and it is a business and it will have to make business decisions, but at the end of the day the employee is still being rewarded. The value of the job will increase as the market dictates and that is a fair wage. Commissioner Rule thinks the elected officials and department heads will want to give merit to everyone in their offices so we will have to be ready to deal with that. Director Eiband said we need to address it with the elected officials; she has talked to them and outlined this kind of plan and they have been overwhelmingly positive and receptive to it. She will put some things in writing and get some examples on paper so the Board can see how it would work and how it would affect the employee and the County. In the next month she will push harder to get a pay policy developed and implemented so that when this rolls out we are not taking a step back by going back to our old practices. Commissioner Dale said a merit pool implies that when you have \$10,000, for instance, the elected official/department head has the discretion to distribute it as they see fit, so if you have one exceptional employee you can give that person x amount of dollars but if you have that situation based on written evaluations that says all 10 employees performed exceptionally then the pool would be distributed equally among the 10 employees. Director Eiband said yes, but nothing has changed so when you give the \$10,000 pool you give it to the elected official. A good evaluation system is a great tool because that helps put employees in that order of who deserves what, and with the tool the idea is that it will pump out a score to help managers figure out how to distribute that \$10,000. They still have that discretion; the difference in this program is how the money is given to the employee so when you take \$10,000 and say an employee is exceptional so you're going to give them \$5,000 of that; we're not adding the \$5,000 to their base salary. It's a marriage of the two when it's properly managed and it doesn't mean you have to give 5% in a budget now. If the Board says we have the money to do a 2% increase then her recommendation

would be that HR would say of that 2% let's say it equals \$2 million so \$400,000 needs to go to market adjustments, and \$1.6 million can be distributed as merit pool because the market adjustment is what's going to keep us on track, by position. Commissioner Hanson said for this pay philosophy to work there has to be a written evaluation for any kind of merit increase. Director Eiband said the new tool will assist managers in having those difficult conversations with employees. We will have a policy giving a definition of what the County's pay philosophy is that will dictate and give them something to fall back on. Commissioner Rule is struggling with how the last half of the salary compensation study is morphing into a whole other section of maintaining benefits, salary, and compensation downstream and he's just trying to focus on the first part. In closing he asked Director Eiband to check with legal so we can see where it comes back. The meeting concluded at 11:46 a.m. An audio recording is on file in the Commissioners' Office.

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

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

INDIGENT DECISIONS

The Board met today at 8:33 a.m. for indigent decisions. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Ms. Baker submitted the Clerk's findings for several cases for the Board's review for the following cases and encouraged them to make an initial decision of denial for the following cases: 2015-1403, 2015-1561, 2015-1565, 2015-1560, 2015-1452, 2015-1589, 2015-1564, 2015-1486, 2015-1559, 2015-1546, 2015-1552, 2015-1562, 2015-1545, 2015-1574, and 2015-1570. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the initial findings of denial on those cases. Ms. Baker encouraged the Board to make an initial determination of approval for Case Nos. 2015-1147 and 2015-573. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to make the initial determination of approval on the cases read in the record. Ms. Baker encouraged the Board to make an initial decision for approval for a burial for Case No. 2016-99. Upon the motion of Commissioner Dale and the second by

Commissioner Hanson, the Board voted unanimously to make an initial decision for approval for the burial case read into the record. The meeting concluded at 8:37 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: 2015-042226, 2015-042209, 2015-042210, 2015-042211, 2015-042212, 2015-042112, 2015-042113, and 2015-042114.

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, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, and Deputy Clerk Kelly Martinez. Commissioner Dale said he met with Wilder Mayor John Bechtel and Mayor Bechtel said he will be writing a letter about the Wilder Fire District and Canyon County Paramedics relationship and he has some interesting ideas of what use the Canyon County Paramedics building may be to the City of Wilder. Perhaps a donation arrangement from the County to City of Wilder could be accomplished with a little bit of investigation and Commissioner Dale believes it merits some good thought. At 9:04 a.m. a request was made to go into Executive Session as follows:

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

Commissioner Hanson made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i) to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 9:16 a.m. with no decision being called for in open session.

The meeting concluded at 9:16 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO ADOPT A TITLE CHANGE OF TWO POSITIONS AND A PAY GRADE CHANGE OF ONE POSITION IN THE PROSECUTING ATTORNEY'S OFFICE

The Board met today at 9:31 a.m. to consider signing a resolution to adopt a title change of two positions and a pay grade change of one position in the Prosecuting Attorney's Office. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, HR Administrative Supervisor Michelle Britain, HR Generalist Cindy Gonzalez, and Deputy Clerk Monica Reeves. Michelle Britain said the request is for two title changes, and one pay grade change. The first Position Control Number (PCN) is 970, a deputy attorney II, and they want to move it to a deputy county attorney civil I. There will be no pay grade change. The second one is PCN 448, currently a deputy attorney I, with a salary grade of E4, and they want to move it to a deputy attorney II criminal. The salary grade will be E5. The blue sheets/salary rate requests attached are only to document the title change as well as the pay grade change. According to Ms. Britain, the Prosecutor feels good with where the salary is so he is not asking for an increase to go along with the change. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the resolution adopting a title change of two positions and a pay grade change of one position in the Prosecuting Attorney's Office. (See Resolution No. 15-166.) The meeting concluded at 9:34 a.m. An audio recording is on file in the Commissioners' Office.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Jedediah Bigelow and Allen Shoff.

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

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

FILE OFFICIAL OATH

The Board filed the Official Oath for Michelle Archuleta and Rachel Gray in this day's minute entry.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$7,084.16 to Tek Pipeline LLC.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Caitlin Pendell, Sarah Scarratt, and Jeffrey Betzhold.

APPROVED CLAIMS ORDER NO. 1602

The Board of Commissioners approved payment of County claims in the amount of \$1,372,132.17 for a County payroll.

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, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Mr. Porter will not be available tomorrow so he wanted to advise the Board on some upcoming resolutions for the Sheriff's Office regarding the adoption of a canine and the retirement of a canine. The canine officers have a relatively short lifespan in the profession and we have one that's reaching the end of its work life so it will be retired to a family who wants to take care of it. Also, there is an animal coming in to replace it and it's already been donated to the Sheriff's Office. Normally it would be a resolution for adoption but in this case there will be a resolution memorializing the adoption. Chief Deputy Sheriff Marv Dashiell will be here tomorrow to explain more about it. According to Mr. Porter there are no issues with the resolutions and there is statutory authority for the adoption and the retirement which is outlined in the documents the Board will sign. The Board thanked Mr. Porter for the information. The meeting concluded at 9:03 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION TO CONSIDER A PERSONNEL MATTER PURSUANT TO IDAHO CODE, SECTION 74-206(A) – PERSONNEL EVALUATION

Commissioner Hanson made a motion to go into Executive Session at 9:32 a.m. pursuant to Idaho Code, Section 74-206(1) (a) for a personnel evaluation. 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, Parks Director Tom Bicak, HR Specialist Lorraine Doramus, Nichole Schwend, and Deputy Clerk Monica Reeves. Ms. Schwend left at 10:18 a.m. The Executive Session concluded at 10:27 a.m. with no decision being called for in open session.

PUBLIC HEARING TO CONSIDER AN ORDINANCE AMENDMENT CASE NO. ZOA-PH2015-23, AND SCHEDULE HEARING DATE FOR CASE NO. ZOA-PH2015-22

The Board went on the record today at 10:28 a.m. to conduct a public hearing in the matter of a request for an ordinance amendment, Case No. ZOA-PH2015-23. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Director Tricia Nilsson, DSD Planner Christian Samples, and Deputy Clerk Monica Reeves. Commissioner Rule said the Board had talked about some other ordinance amendments and staff was setting up a workshop to discuss them in a more public fashion and it was suggested that we should talk about this amendment at the same time. Christian Samples recommended this case be continued to December 9th because by that time the committee will have met and made considerations and had time to submit comments. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to continue the hearing to December 9, 2015 at 10:30 a.m. Mr. Samples asked if the Board wanted to set a hearing date for the previous ordinance amendment as well. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to schedule the public hearing for Case No. ZOA-PH2015-22 to December 9, 2015 at 10:30 a.m. The proceeding concluded at 10:31 a.m. An audio recording is on file in the Commissioners' Office.

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

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

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-042602, 2015-042768, 2015-042769, 2015-042770, 2015-042771, 2015-042772, 2015-042773, 2015-042774, 2015-042777, 2015-042778, 2015-042779, 2015-042780, and 2015-042781.

APPROVED CLAIMS ORDER NO. 11-10-15

The Board of Commissioners approved payment of County claims in the amounts of \$115,266.52 and \$110,707.90 for accounts payable.

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for: Bryan Williams, Bryan Zechmann, Pam Freeman, Brett Hartley, Victor Holliday, Anita Hollis, and Cynthia Grever.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$4,692.62 to City of Caldwell.

LEGAL STAFF UPDATE

The Board met today at 9:06 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Commissioner Dale

received a call yesterday from Steve Sevy regarding his request to graze cattle on some County land and he informed Mr. Sevy it would be best if he spoke to the full Board. Commissioner Hanson said it's likely other ranchers are looking for places to graze their cattle and that raises the issue of whether we should open it up to the highest bidder, which could become an issue. Commissioner Rule agrees. Sam Laugheed said Deputy P.A. Brad Goodsell has been working on it and has talked to Tom Bicak and the soil conservation district about a management plan for the property. He said it's fine for Mr. Sevy to meet with the Board but we need a process in place because there are management issues related to the land that are still being worked through. Commissioner Dale will contact Mr. Sevy and inform him that once the Board receives information from the soil conservation district a meeting will be scheduled. At 9:10 a.m. Mr. Laugheed requested the Board to go into Executive Session as follows:

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

Commissioner Hanson made a motion to go into Executive Session at 9:10 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i) to discuss records exempt from public disclosure and attorney-client communication, communication with legal counsel about pending/imminently likely litigation, and communication with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Mr. Wesley left at 9:30 a.m. The Executive Session concluded at 9:36 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 RESOLUTIONS AUTHORIZING THE RETIREMENT OF CANYON COUNTY SHERIFF'S OFFICE K9 "JAX", AND MEMORIALIZING THE RECEIPT BY DONATION OF CANYON COUNTY SHERIFF'S OFFICE K9 "CAMERON"

The Board met today at 9:37 a.m. to consider resolutions authorizing the retirement of Canyon County Sheriff's Office K-9 "Jax", and memorializing the receipt of donation of Canyon County Sheriff's Office K-9 "Cameron". Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. Chief Dashiell said "Jax" is a German Shepard narcotics detection dog who has hip dysplasia and it's not effective for him to continue to work so the handler, Corporal Minshall, is willing to take the dog and keep him as a family member. They looked for a replacement, which can cost several thousand dollars, but they were approached by a deputy who offered his three-year-old black Lab. The dog shows characteristics of being a beneficial dog to the Sheriff's Office in the future so they had a veterinarian check the dog and make sure there weren't any obvious medical issues. Commissioner Rule said it sounds like they have done their due diligence in trying to save tax dollars and he likes that. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to authorize the Board to sign the resolution for the retirement of K-9 "Jax". (See Resolution No. 15-167.) Upon the motion of Commissioner Hanson and the second by Commissioner Dale the Board voted unanimously to authorize receipt of the donation of K-9 "Cameron" from Deputy Jason Roberts. (See Resolution No. 15-168.) The meeting concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER RE THE APPEAL BY RB DEVELOPMENT FOR A C.U.P., CASE NO. PH2014-47

The Board met today at 10:00 a.m. to consider the Findings of Fact, Conclusions of Law and Order (FCOs) regarding the appeal by RB Development for a Conditional Use Permit (C.U.P.), Case No. PH2014-47. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Hethe Clark, other interested citizens, and Deputy Clerk Monica Reeves. Zach Wesley said he is in receipt of a letter from Hethe Clark that's dated October 22, 2015 and addressed to Director Nilsson that asks for reconsideration and addresses testimony or conversation from the October 9 hearing; however, because the hearing had closed the letter was not provided to the Board and has not been considered as part of the record. He wanted to make it clear that the Board has not seen the letter. He said the FCOs go through the exhibits that were admitted, the procedure of the hearing, the summary of the testimony, it describes the applicable law, and the Board's findings of fact, and conclusions of law, and Page 14 the actions that would be

necessary to obtain approval are spelled out. Commissioner Dale said he has reviewed the FCOs and finds them to be very detailed and well thought out and he agrees with them. Commissioner Hanson said the Board has made a unanimous decision to uphold the P&Z Commission decision to deny the C.U.P. and with everything now in a document and the hearings being completed he will make a motion to sign the FCO's, and that the Board do what it said it would do at the hearing. Commissioner Dale seconded the motion, and he asked if the Board needs to officially recognize the letter Mr. Wesley talked about. Mr. Wesley said he will clarify it with Mr. Clark after the hearing. He said there is a procedure for consideration of the decision after the written decision is issued so Mr. Clark will have 14 days to ask for a formal reconsideration and then we'll have 60 days from the date of the request to respond in writing. He doesn't know if this letter was intended to be considered as the formal request for reconsideration but he will clarify that with Mr. Clark and if it is he will send it to the Board in that capacity. A roll call vote was taken on the motion with all three Commissioners voting in favor. The motion carried unanimously. The meeting concluded at 10:05 a.m. An audio recording is on file in the Commissioners' Office.

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

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Nichole Schwend.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$8,579.55 to Phase 4 Stereo.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$4,053.00 to Boise Window Tint, LLC.

FILE IN MINUTES

The Board filed the Treasurer's Monthly Report for September and October 2015 and the Quarterly Report for July through September 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 Steve Rule, Craig Hanson and Tom Dale, Facilities Manager Paul Navarro, PIO Joe Decker, Sr. Administrative Specialist Jenen Ross, and Deputy Clerks Monica Reeves and Kelly Martinez. Ms. Ross and Ms. Reeves left at 8:35 a.m. (IT Lead Technician Victor Holliday was present from 8:38 a.m. to 8:41 a.m. to fix the clock due to the time change.) Joe Decker reported on the following communication issues: election day is tomorrow so he will be working the results in the evening and will be off Wednesday depending on how long the election goes; he has been receiving emails from employees for the Veterans Day slideshow; today Mr. Decker will film another bike give away for Canyon Bike Project; the monthly KBOI radio interview will be cancelled for November and resume in December. Paul Navarro reported on the following facilities issues: courthouse remodel is quickly coming together they are 3-4 weeks away from handing those spaces over and the project is on budget; he is working with IT Director Greg Rast on the queuing system for the DMV; the animal shelter requested some work to be done and Mr. Navarro will see if it is something his staff can do; discussion regarding replacement items for the kitchen in the jail. There was clarification that the Courthouse, DMV, and Administration Building will be closed November 11 in observance of Veterans Day. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:42 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:01 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Controller Zach Wagoner, and Deputy Clerk Kelly Martinez. Mr. Laugheed said he

reached out to Fair Administrator Rosalie Cope and Controller Zach Wagoner to ask about making sure we could get meetings set to talk about the Board's contemplated ordinance changing the fair board into an advisory board and the effect that would have on the fair's administration of financial and accounting matters. Ms. Cope was initially under the impression maybe that she was waiting for additional information from the Board but Mr. Laugheed worked with the Board's staff to get Ms. Cope the minutes from the previous meeting on August 18. Ms. Cope suggested she will be setting a meeting with Controller Wagoner very shortly. Mr. Laugheed said Controller Wagoner was wanting to meet with the Board to make sure he understands what the Board is asking for from him. It is Mr. Laugheed's understanding that the Board would like the fair to become more like another department, not so much to review every little invoice as they put it, but to have the same structure in place. Commissioner Rule said when a populated area becomes over 200,000 there is code that changes the way some things are administrated by the County and the fair is one of those. Commissioner Hanson said really we are just looking at another department, not having its own autonomous separation of the funds it gets and it just does whatever it wants with it. The fair board becomes just advisory, the Commissioners become the true decision Board on major purchases, decisions and changes, and the fair administrator would report directly to the Commissioners. Commissioner Dale said recalling history of the discussion, it began when we discovered they were once again drawing from County tax payers to pay Larry Johnson and we didn't know about that and it should never happen again. The chief obstacle that Commissioner Dale sees in moving this forward and making it happen is to figure out the financial end of it. It was several months ago that the Board highly encouraged Ms. Cope to meet with Mr. Wagoner and Commissioner Dale asked if that has happened yet. Mr. Wagoner said it did not happen until last week. Mr. Wagoner said previously the fair has had its own bank accounts and checkbooks and has written checks as it saw fit. Then at the end of the fiscal year, Controller Wagoner would get an income statement or a report. With all other County departments, a check is not cut until it gets the approval of the Board of County Commissioners. A claim board is sent down and the Board reviews every claim. Mr. Wagoner asked if the Board envisions that working the same way for the fair. Commissioner Dale said he doesn't want to be approving every \$10, \$15, \$20 check that comes through that they have to write for incidentals and stuff like that but as far as approving anything beyond a predetermined dollar amount should have Board approval. Commissioner Dale said one of the chief concerns the fair board raised is the timeliness of being able to give checks to people without having to wait for the month long process that it often takes for the County. Commissioner Hanson said he thinks that we have an accounting process within the County that is a double check and a prevention of misuse of funds or a questionable use of any kind of a fund. Commissioner Hanson believes what the County has set up is what we need to do. There is a planning process, if you know you are going to have 20 judges and you know

this money will be expended, you can plan for that it doesn't have to wait until the last day. Commissioner Hanson said we are establishing a major change in operations with regard to finances through bringing the fair now as a department of the County. Commissioner Rule said some departments do have a little more flexibility if there is an emergency to get a check cut. Commissioner Rule believes the code allows the Board to make the fair a true department of the County, the operation and decisions made at the fair will still be made by the fair board. Commissioner Dale said there was a concern about issuing checks as well as paying entertainment which often requires payment before the event. It is also Commissioner Dale's understanding that the fair uses a lot of contracts and they want to know how that will work logistically. Commissioner Rule said they are going to have to plan a little harder, a little further in advance, and with a little bit better management practice. Commissioner Hanson said any major contracts should be reviewed by legal in the future through this process and it is just a matter of moving towards a more accountable system. Controller Zach Wagoner said he thinks it is possible and he personally supports it. We have a series of check and balances before any bill is paid here at the County. It will mean more work for his staff but that is what they do. Mr. Laugheed asked if this would require any change in how we currently have two separate pots set up for funding, one for the levy and one the Board appropriates to. Mr. Wagoner said with the County cutting those checks, the revenue would then need to be deposited with the County Treasurer, all of the cash, both coming in and going out would need to be accounted for. Mr. Wagoner said the fair has their own separate checking account and investment accounts which would go away, they would no longer have independent checking accounts. Mr. Wagoner said he has a meeting scheduled with Fair Administrator Rosalie Cope and the fair board tomorrow afternoon. The Board's next meeting with Ms. Cope is currently scheduled for November 12. Mr. Laugheed said he is good with it because the County is not taking over the day to day operations. Mr. Wagoner also commented that over the past few years the fair board's bank account balances have been decreasing and have been losing money at a fairly rapid rate. He has not had a chance to review Fiscal Year 2015 yet, however he has been concerned in the prior years about the loss of funds. Commissioner Hanson said we went with the fair board's recommendation for some processes two years ago and this Board has firmly established that we are not going to be increasing tax dollars in any significant way towards funding a fair project. The meeting concluded at 9:24 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:01 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. Topics of discussion included the following: budget and permit status update; personnel updates; VRT route change information; committees and projects update including: Parma Grove Avenue Plan, COMPASS Freight Advisory Committee, COMPASS Regional Technical Advisory Committee, and Caldwell Chamber Transportation Committee. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:11 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:17 a.m. for a weekly meeting with the 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, Development Services Director Tricia Nilsson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: MaaS360 removal update which will be done tomorrow; Secure the Human training is considered completed at 98% participation; evaluation of the Accela product for Development Services Department; elections testing was performed October 29 and Director Rast was impressed with the process; EE04 Equal Employment Opportunity Reporting is finished and they have met the deadline; the jury wheel finalization project is due November 20 although they are currently ahead of schedule; and personnel updates. Commissioner Dale inquired as to a question from the Ambulance District Director regarding updating their website through the County IT Department. Ms. Nilsson left at 10:24 a.m. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:30 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:31 a.m. for a biweekly meeting with the Fleet Director Mark Tolman to discuss general issues, set policy, and give direction. Present were:

Commissioners Steve Rule and Tom Dale, Fleet Director Mark Tolman, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: update on vehicles as there have been several accidents; personnel updates including applications are coming in for the open position; state bids are out now, and if we order vehicles they are about three months out. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:39 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:46 a.m. for a biweekly meeting with the Director of Misdemeanor Probation to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Director of Misdemeanor Probation Jeff Breach, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: discussion regarding the McArthur Grant that Ada County is using which is just in the development stages to see if they can get the funding; personnel updates; discussion regarding the future of the domestic violence court; and the community service program referrals have been decreasing. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:55 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIXTEENTH DAY OF OCTOBER TERM, A.D., 2015
CALDWELL, IDAHO NOVEMBER 3, 2015

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$2,196.51 to Cerium Networks.

APPROVED CLAIMS ORDER NO. 9-30-15

The Board of Commissioners approved payment of County claims in the amounts of \$4,949.24 and \$220,005.89 for accounts payable.

APPROVED CLAIMS ORDER NO. 11-10-15

The Board of Commissioners approved payment of County claims in the amount of \$4,669.20 for accounts payable.

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

The Board met today at 8:30 a.m. for a biweekly meeting with the Juvenile Detention Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Craig Hanson, Juvenile Detention Director Steve Jett, Admin. Assistant Dawn Dennison, and Deputy Clerk Kelly Martinez. Commissioner Tom Dale arrived at 8:34 a.m. Topics of discussion included the following: 3,487 pounds of produce was donated from the garden this year to charity; Zamzows will be making a donation of fertilizer to be used for the garden project; the current population is at 40 juveniles so Director Jett is going to look at filling some vacant positions; Director Jett said Commissioner Dale did two presentations yesterday on aviation; Sean Brown and Shawn Anderson are at training in Pocatello; Guy Manley is attending training for instructor development to become POST certified; and Director Jett will be gone next week. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:40 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

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

Commissioner 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 Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 9:12 a.m. with no decision being called for in open session.

SEVENTEENTH DAY OF OCTOBER TERM, A.D., 2015
CALDWELL, IDAHO NOVEMBER 4, 2015

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$1,646.26 to Dell.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$6,192.00 to Dell.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$2,084.00 to Motorola Solutions.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for James Feist and Christopher Davidson.

APPROVED CLAIMS ORDER NO. 11-10-15

The Board of Commissioners approved payment of County claims in the amounts of \$128,098.12 and \$419,370.95 for accounts payable.

INDIGENT DECISIONS

The Board met today at 8:34 a.m. to consider indigent decisions. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Yvonne Baker submitted the Clerk's statement of findings for some cases on review for decision and she encouraged the Board to make an initial decision of denial on the following cases: 2016-43, 2015-1588, 2015-1595, 2015-1579, 2016-73, 2016-08, 2015-1597, 2016-52, 2015-1592, 2015-1600, 2015-1587, 2016-64, 2016-92, 2015-1574, and 2015-1570. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to make the denials on the cases Director Baker read into the record. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to make a decision of denial on Case Nos. 2016-128, and 2016-129, both of which are burial cases. The meeting concluded at 8:37 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-043475, 2015-043476, 2015-043477, 2015-043478, 2015-043479, 2015-043480, 2015-043481, 2015-043482, 2015-043483, 2015-043484, 2015-043485, 2015-043486, 2015-043487, 2015-043488, 2015-043489, 2015-043490, 2015-043491, 2015-043492, 2015-043493, 2015-043494, 2015-043495, 2015-043496, 2015-043497, and 2015-043498.

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

Note for the record: As properly noticed the Board met today at 9:04 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with legal

counsel regarding pending/imminently likely litigation. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 9:05 a.m. pursuant to Idaho Code, Section 74-206(1) (a), (d) and (f). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Mr. Porter left at 9:09 a.m. Mr. Goodsell left at 9:13 a.m. Gary Deulen arrived at 9:14 a.m. and left at 9:33 a.m. The Executive Session concluded at 9:36 a.m. with no decision being called for in open session.

SURPLUS PROPERTY SALE

The Board met today at 10:00 a.m. to conduct a surplus property sale for properties that were acquired by County tax deed. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Deputy Treasurer Tonya Weyand, John Starr, Colby Lampman, Tom Benson, other interested citizens, Senior Administrative Specialist Jenen Ross and Deputy Clerk Monica Reeves. Commissioner Rule opened the property auction and read a statement into the record outlining the terms of the auction and other pertinent information. Since the time the notice was published two properties have been redeemed and are no longer part of the sale; the redeemed properties are identified in the notice as No. 3 and No. 10. Treasurer Lloyd advised that only certified funds or cash/cashier's check will be accepted as payment. Personal checks are not accepted.

The following properties were offered for sale:

PARCEL #1

PIN: 05803000 0

ADDRESS: 423 W HAZEL ST, CA, ID

LEGAL DESCRIPTION: 28-4N-3W SE PIONEER SUB TX 1 DESCRIBED AS COMMENCING AT THE SOUTHWEST CORNER OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 28, TOWNSHIP 4 NORTH, RANGE 3 WEST OF THE BOISE MERIDIAN AND RUN THENCE NORTH ALONG THE WEST BOUNDARY LINE THEREOF A DISTANCE OF 173.25 FEET TO THE REAL POINT OF BEGINNING. THENCE NORTH ALONG SAID WEST BOUNDARY LINE 132.30 FEET; THENCE EAST ON A LINE

PARALLEL WITH THE SOUTH BOUNDARY LINE OF SAID NORTHWEST QUARTER OF THE SOUTHEAST QUARTER A DISTANCE OF 105 FEET; THENCE SOUTH PARALLEL WITH SAID WEST BOUNDARY LINE 132.30 FEET; THENCE WEST 105 FEET TO THE REAL POINT OF BEGINNING. RECORDED JUNE 5, 1959 INSTRUMENT NO. 473229 LS E 9' & LS RD ON W IN BLK 21

MINIMUM BID AMOUNT: \$11,579.00

PREVIOUS OWNER: Betty J. Lawson

Buyer: John Starr

Amount: \$65,000

PARCEL #2

PIN: 08855000 0

ADDRESS: 711 5TH ST N, NA, ID

LEGAL DESCRIPTION: 22-3N-2W NE GRIFFITH KINGS LT 12 BLK 112

MINIMUM BID AMOUNT: \$6,277.00

PREVIOUS OWNER: Hildagarde Louise Buchta

Buyer: Colby Lampman

Amount: \$14,000

PARCEL #4

PIN: 15038228 0

ADDRESS: 0 7TH AVE N, NA, ID

LEGAL DESCRIPTION: 22-3N-2W NE SYLVAN HEIGHTS SE 12' OF SW 100' OF LT 9

MINIMUM BID AMOUNT: \$773.00

PREVIOUS OWNER: James A. McGee

NO SALE

PARCEL #5

PIN: 19665000 0

ADDRESS: 28577 HWY 18, PA, ID

LEGAL DESCRIPTION: 29-5N-5W NW ROSWELL TOWNSITE E 6' OF LT 10, LTS 11&12 BLK 2

MINIMUM BID AMOUNT: \$10,874.00

PREVIOUS OWNER: Floyd A. Lamb, Lenda G. Lamb

Buyer: Tom Benson

Amount: \$10,874

PARCEL #6

PIN: 25250502 0

ADDRESS: 28295 OLD HWY 30, CA, ID

LEGAL DESCRIPTION: 08-5N-3W SW PANNELL SUB LOT 3 BLK 1

MINIMUM BID AMOUNT: \$4,727.00

PREVIOUS OWNER: Mary Haines, Rolly Haines

Buyer: Eric Bowen

Amount: \$58,000

PARCEL #7

PIN: 31793011 0

ADDRESS: 0 S GRAYS LN, NA, ID

LEGAL DESCRIPTION: THIS PARCEL CONSISTS OF A PORTION OF THE SW ¼ OF THE NE ¼ OF SECTION 25, TOWNSHIP 3 NORTH, RANGE 2 WEST, BOISE MERIDIAN, CANYON COUNTY, IDAHO, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NW CORNER OF LOT 2, BLOCK 1 OF PARK RIDGE MEADOWS SUBDIVISION NO. 1 AS ON FILE IN BOOK 29 OF PLATS AT PAGE 50 IN THE OFFICE OF THE RECORDER OF CANYON COUNTY, IDAHO, AND RUNNING THENCE, S 0°02'03"W A DISTANCE OF 5.2', THENCE N 88°43'05" E A DISTANCE OF 90.02' THENCE, S 89°22'32" E A DISTANCE OF 85' THENCE, S 89°22'40" E A DISTANCE OF 71' THENCE, S 89°21'49" E A DISTANCE OF 41' THENCE, S 89° 22'41" E A DISTANCE OF 107.26' THENCE, S 89°21'40" E A DISTANCE OF 14.82' THENCE, S 89°08'24" E A DISTANCE OF 68.18' THENCE, S 88°41'22" E A DISTANCE OF 83.01' THENCE, S 89°14'55" E A DISTANCE OF 83' THENCE, N 89°37'34" E A DISTANCE OF 83.01' THENCE, S 88°32'40" E A DISTANCE 83.01' THENCE, S 89°03'44" E A DISTANCE OF 83' THENCE, S 89°46'26" E A DISTANCE OF 114.89' THENCE, S 89°12'01" E A DISTANCE OF 53.39' THENCE, N 0°01'22" E A DISTANCE OF 17.2' THENCE, N 89°35'04" W A DISTANCE OF 1,060.5' THENCE, S 0°02'03" W A DISTANCE OF 10.1' TO THE POINT OF BEGINNING

MINIMUM BID AMOUNT: \$474.00

PREVIOUS OWNER: Real Estate Investments, LLC.

NO SALE

PARCEL #8

PIN: 33900012C0

ADDRESS: 0 MIDDLETON RD, MI, ID

LEGAL DESCRIPTION: THIS PARCEL CONSISTS OF A PORTION OF THE NE ¼ OF THE SW ¼ OF SECTION 07, TOWNSHIP 4 NORTH, RANGE 2 WEST, BOISE MERIDIAN, CANYON COUNTY, IDAHO, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT BEING THE NORTHWESTERLY CORNER OF LOT 1 IN BLOCK 6 OF MIDDLETON LAKES SUBDIVISION NO. 2 AS ON FILE IN BOOK 37 OF PLATS AT PAGE 49 IN THE OFFICE OF THE RECORDER OF CANYON COUNTY, IDAHO AND RUNNING THENCE, S 51°36'51" W A DISTANCE OF 50.77' THENCE, N 01°42'10" E A DISTANCE OF 52.18' THENCE, N 54°53'57" E A

DISTANCE OF 48.59' THENCE, S 01°46'09" W A DISTANCE OF 48.59' TO THE POINT OF BEGINNING

MINIMUM BID AMOUNT: \$329.00

PREVIOUS OWNER: Diamond Z. Trailer, Inc., dba Diamond Z Manufacturing
NO SALE

PARCEL #9

PIN: 34980000 0

ADDRESS: 0 POND LN, CA, ID

LEGAL DESCRIPTION: 17-4N-3W SE LT 9-S OF RIVER GRAVEL PIT

MINIMUM BID AMOUNT: \$70,000.00

PREVIOUS OWNER: Canyon County
NO SALE

PARCEL #11

PIN: 36831131 0

ADDRESS: 120 BUFFALO CT, WI, ID

LEGAL DESCRIPTION: 15-4N-5W SE PIONEER EST LT 23 BLK 2

MINIMUM BID AMOUNT: \$2,505.00

PREVIOUS OWNER: Kasson Homes, LLC

Buyer: John Starr

Amount: \$2,505

PARCEL #12

PIN: 37094010 0

ADDRESS: 0 HWY 95, WI, ID

LEGAL DESCRIPTION: 23-4N-5W SW TX 10238 WHICH IS A PORTION OF THE SW ¼ SW ¼ OF SECTION 23, TOWNSHIP 4 NORTH, RANGE 5 WEST OF THE BOISE MERIDIAN, CANYON COUNTY, IDAHO AND IS MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 23, A FOUND 5/8 INCH DIAMETER REBAR; THENCE NORTH 00° 08'42": EAST ALONG THE WEST BOUNDARY OF THE SW ¼ A DISTANCE OF 978.00 TO A POINT; THENCE NORTH 88°49'59" EAST A DISTANCE OF 37.40 FEET TO THE TRUE POINT OF BEGINNING, A POINT ON THE EASTERLY RIGHT OF WAY OF U.S. HIGHWAY 95; THENCE NORTH 88°49'59" EAST A DISTANCE OF 1.78 FEET; THENCE SOUTH 88°51'00" EAST A DISTANCE OF 98.81 FEET; THENCE SOUTH 00°08'42" WEST A DISTANCE OF 5.12 FEET TO A POINT ON AN EXISTING FENCE LINE; THENCE NORTH 86°09'50" WEST ALONG SAID EXISTING FENCE LINE A DISTANCE OF 100.79 FEET TO A POINT ON THE EASTERLY RIGHT OF WAY OF U.S. HIGHWAY 95; THENCE NORTHWESTERLY 0.32 FEET ALONG THE

ARC OF A CURVE TO THE RIGHT HAVING A CENTRAL ANGLE OF 0°00'12", A RADIUS OF 5669.58 FEET AND A LONG CHORD WHICH BEARS NORTH 00°00'21" WEST A DISTANCE OF 0.32 FEET TO THE TRUE POINT OF BEGINNING IN SWSW

MINIMUM BID AMOUNT: \$347.00

PREVIOUS OWNER: Wells Fargo Financial Idaho, Inc.

NO SALE

Once payment is received by the Treasurer's Office, the Board will issue County quitclaim deeds. The auction concluded at 10:22 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER RESOLUTION AUTHORIZING THE GRANTING OF REAL PROPERTY TO THE NAMPA/MERIDIAN IRRIGATION DISTRICT AND TO THE NAMPA HOUSING AUTHORITY

The Board met today at 11:12 a.m. to consider signing a resolution authorizing the granting of real property to the Nampa/Meridian Irrigation District and to the Nampa Housing Authority. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Treasurer Tracie Lloyd, Deputy Treasurer Tonya Weyand, Deputy P.A. Brad Goodsell, Andrew Rodriguez, the Executive Director of the Nampa Housing Authority, Melinda Nichols, Ray Anderson, interested citizens, and Deputy Clerk Monica Reeves. Brad Goodsell said the Board authorized publication of a notice which was published on October 20 in which the Board indicated its intent to consider transferring some properties to other governmental entities, and set a hearing for today. There are three properties at issue: one is a parcel that the Nampa/Meridian Irrigation District has requested. It is a strip of land along a ditch bank that went to auction but did not sell. There are two parcels that are proposed to be transferred to the Nampa Housing Authority (NHA) which Andrew Rodriguez will speak about. Also, there are some citizens here today who would like to address one of the parcels the NHA is interested in. Andrew Rodriguez said one of the parcels they are interested in is located on Kinghorn Drive in Nampa in an established subdivision that was built in the late 1970s. It has a home that was burnt; it's a shell with a lot of charred beams and their intent is to do one of two options: raze the property and sell the lot outright, or, their preferred option, is to working with the Nampa School District or Job Corps construction/trade programs and build a home on the parcel. Commissioner Rule does not support the first option but he strongly supports the second option. Mr. Rodriguez said the second parcel they are interested in is located on Locust Lane and the neighbors who live adjacent to the property are interested in obtaining either a specific section of the property, or the entire property in the back area so they can utilize it for their own benefit. Improvements would have to be made in order for the NHA to follow the

spirit and the letter of the MOU; they would rehabilitate and re-sell it so the property would be put back on the tax rolls and NHA would ask the family to pay for the cost to survey the property and move the lot line over. Mr. Rodriguez said a sale agreement would be required, they would be selling the property, not simply deeding it over to the neighbors, but before any decisions are made he will have to discuss it with a realtor and with legal counsel. Tracie Lloyd said when the properties do transfer the MOU requires the taxes to be paid at that time. Mr. Goodsell said under the MOU the property taxes that are currently owed have to be paid within two years so that gives them two years to improve the property, and they are paying 3% interest in the meantime. Melinda Nichols, who lives next to the property on Locust Lane, is interested in the property for accessibility. She asked that a price be determined and agreed upon before any improvements are made to the property. Commissioner Rule asked if Ms. Nichols is interested in buying the entire parcel intact. Ray Anderson said he does not believe they are interested in the entire parcel. Mr. Goodsell said if they are interested in purchasing some part, or all of it, their best option is to work with the housing authority because if the County auctions the parcel it will go to the highest bidder and that may not be Ms. Nichols. Mr. Rodriguez said he will work with the neighbors and with his legal counsel and realtor. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to authorize the Board to the sign resolution authorizing the transfer of County property by quitclaim deed to the Nampa/Meridian Irrigation District and the Nampa Housing Authority. (See Resolution No. 15-169.) The meeting concluded at 11:36 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH JODI DAUGHTRY FROM EIDE BAILLY

The Board met today at 3:03 p.m. for a meeting with Jodi Daughtry from Eide Bailly. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Controller Zach Wagoner, Jodi Daughtry, and Deputy Clerk Monica Reeves. Commissioner Rule said the Board wants to prepare for putting a line item set in next year's budget for jail funding and they want to fully understand fund balances. He said politically, you can bounce around wherever you want but mathematically we all need to understand what the math says and what account terms mean. Sam Laugheed said the context of this really involves the jail addition construction project, and an exchange of letters last week between the Board and the Clerk and the Controller, and tomorrow they have a meeting with the Facilities Director to potentially ask that we formally resume the design/build contract that costs \$13.5 million dollars. Last week the Board sent a letter to the budget officers that suggested they were interested in resuming that contract and articulated a belief that sufficient funds were available in order to spend up to \$850,000 this year, but with the full \$13.5

million available in order to comply with Section 3 of the Idaho Constitution and that the Controller and Clerk provide certain budget information. The Clerk and Controller responded with a letter that indicated they thought the most appropriate way to transparently account for such an expenditure would be to reopen the budget and treat this fund balance as anticipated revenue, but the Clerk and Controller asked where that fund balance was. We have a majority of the Board who believe that the fund balance exists and we've County budget officers who are saying it doesn't and his understanding is that the Board would like Ms. Daughtry, as an independent professional, to help them understand the recommendation and the position of the Clerk and Controller. Commissioner Rule said he has been misled by the Clerk, and it needs to be proven what numbers are real and what actual dates fund balances exist on, when tax revenues come in, and when that maximizes fund balances. He said there's a problem in that two Commissioners are having confidence issues in the numbers they are receiving and they feel like Ms. Daughtry is an unbiased third party and with her expertise she could help clear up some of the issues. Jodi Daughtry said if she had a financial statement to look at she could help interpret what it said. As far as what's been happening throughout FY2015 she does not have any knowledge of that because she hasn't seen any financial statements for FY2015. Commissioner Rule offered to provide the statement to her. He said each one of our funds are represented by a fund account number and at the back of the document it lists an accumulation of departments and the funds there in. Zach Wagoner said that information is for cash balances. Ms. Daughtry said that doesn't always equate to fund balance; it's just the cash in the bank account. Mr. Wagoner said he provided the Board with a letter and two exhibits, one of which included balance information: revenue, tax expenditures and balances. Commissioner Rule wants to know what the fund balance was as of September 30. Ms. Daughtry said the information given to her will not "get us there", since it's just cash, so other than looking at the cash in the general fund it's gone down \$3.3 million dollars, but she doesn't know how that correlates to fund balance because that's the net of your revenues and your expenditures out, so she imagines there is a similar correlation to fund balance which means fund balance decreased in the current year. Commissioner Rule said if we go back to 2013 you can see in the reports that the fund balance has decreased but at that same in 2013 is when Mr. Wagoner came to the Board and said the Board needs to spend about \$13 to \$15 million, and we've only seen since 2013, in the justice fund and the current expense fund, a drop of about \$3.5 to \$4 million plus some shifts into other funds that we don't really understand. Commissioner Hanson said during the last budget cycle the Clerk made reference that he wanted to give \$15 million back out of fund balances to the taxpayers so instead of any levies or increases it would decrease those monies because there was \$15 million that we were going to basically spend down which knew we would decrease the amount of tax coming into the County for the operating budget. Commissioner Rule said that led the Board to believe it was still there. Where did the \$15 million go? Ms.

Daughtry said she cannot answer that without seeing the 2015 financial statements. She had not seen any information as to the revenues that have come in or the expenditures that have gone out during the year. As far as how you're doing compared to budget she doesn't have that information, so if you spent more than you budgeted or if revenues didn't come in as expected then that could upset your fund balance based on what you thought it was going to be. Commissioner Rule asked how long it would take the Clerk to provide a monthly fund balance report. Mr. Wagoner asked what specific information the Board wants. He said fund balance has a unique, specific meaning in accounting. It's different than just cash. Fund balance and cash are not exactly the same thing. There is a tremendous amount of work that goes into calculating fund balance. Commissioner Rule is trying to identify total fund balance available to the Board for a construction project in the County. Ms. Daughtry said the revenue flow is not monthly, it's not consistent, but your expenditures are, so month to month your fund balance is going to swing greatly so it's going to look at some point like you have a large fund balance because you've had this huge inflow of revenue but that inflow of revenue has to be over paper expenditures through several months until your next flow of revenue in June so you have to be cautious if you're looking at monthly fund balance because of the way revenue comes in and expenditures go out. In a previous meeting with Commissioner Rule she suggested that we set up budget every year and say based on that budget this is where we think we're going to end up at the end of the fiscal year, all the revenue comes in and all the expenditures go out, like we budgeted, we estimate that ending fund balance would be this amount. So, if you're watching the budget to actual, then it helps you determine, are we in line, are we on the right path to get to this estimated fund balance that we think is going to be. So if you're looking at your budget to actual every month and your expenditures are higher than what you estimated then you know you are not going to hit that mark because you're going to exceed your expenditures so it's going to be lower than anticipated. Or, if you're watching your budget to actual as it relates to revenue and your revenue is not coming in like you anticipated then again your fund balance that you're aiming for is going to be lower. If you are watching your budgeted revenue and your budgeted expenses and how it matches up to what's actually happening that can help you to know whether you're on track to make that estimated fund balance that you think you're going to have when you set the budget. Commissioner Dale said what he is hearing is that a monthly fund balance report would not be an accurate measure of actual available funds. Ms. Daughtry said that is correct, it could be deceiving. Here's you fund balance at the end of September 30, 2015 - here's the revenue that's come in, here's the expenses that have gone out, here's our new ending fund balance, but again it would be deceiving in the month of December because you have this huge inflow of revenue in December and then not again until June, but you have payroll that hits consistently every month in January, February, March, April, May... so you would have to somehow be able to determine this inflow of revenue how much of it do we need to pay our bills. She

thinks the Controller could produce a report but it might be misleading at times and the Board would be going "oh, look at all this fund balance we have to spend." Commissioner Hanson said it would show actual expenditure and revenue for each of those months so it would be a tool for looking at things. Ms. Daughtry said knowing the actual is good, but she thinks it's very important to know how your actual is comparing to what you budgeted because with the Nampa School District, for instance, if they had been watching their actual revenues compared to their budget they would have realized it was not coming in like they thought it was supposed to and they could have avoided the hassle they went through. While actual is very important information you have to watch your budget too, how it compares to your actual, and if you have any planned projects you need to take those into consideration. Commissioner Rule said the plan is to identify fund balance throughout this year and watch it consistently so that it can't be hidden by reporting a fund balance on May 31st when at the end of July 15th, a lot of revenue has come in which likely increased fund balance by several million. He wants to watch it on a monthly basis. Ms. Daughtry said you can watch it each month as long as you're aware that there are certain months that can be deceiving where it looks like you're worse off than you are or it may look like you're better off than you really are. Mr. Wagoner said actuals to budget are very easy to provide, in fact, the budget software the Commissioners have includes an actual budget on an ongoing basis throughout the fiscal year. Commissioner Rule asked Ms. Daughtry what counsel she has for the Board in identifying fund balance at end of fiscal year 2016. We know we need \$4 million by September 30 to take us through December when the revenues start coming in, but he believes that there's more like \$18-19 million in that available fund balance that could be drawn down and used for the project and then start building it back up just like they have built it over the past several years. How do we best identify whether that's \$27 million or \$17 million? Ms. Daughtry said you'll be getting the audited financial statements in a couple of months here and from that report you'll know where you were as of September 30, 2015 and then it depends on how you budgeted for FY2016. She asked if the Board budgeted to have money available at the end of FY 2016 to spend on this project. Commissioner Rule believes the money is there, and if you look at the justice fund and the general current expense fund, they're the same, almost down about \$4 million from what they were in 2013 when Mr. Wagoner told them they should spend some money and he represented that we had a much higher fund balance than a County our size should have and it could look like we're hoarding cash. Commissioner Rule believes the Clerk has manipulated the numbers to make it look like the funds are not available at all times so that's why he wants Ms. Daughtry to look at the numbers. Ms. Daughtry said it's the Commissioners' job to come up with a fund balance policy and set aside an amount, whatever it may be, and decide for yourselves what you feel comfortable leaving in there to make sure you weather future storms where suddenly property taxes take a dive, or, to be able to make payables every month until your property tax revenue comes in. So whatever that level

is, that is your decision to make, and if you have a fund balance policy. Commissioner Rule said the Treasurer thinks we should be at 36% of annual expenditures and the Clerk leans more toward 33%, however, he contacted other counties/government agencies and they are more around 17% and some are as low as 10%. Others do it by total tax revenue so it is all over the board how it is done. In his previous conversation with Ms. Daughtry she said we should keep available fund balance at \$5 or \$6 million. Ms. Daughtry said that was about 25% which if you think about a year broken up into four quarters, because at minimum you have to get through to December when that actual money comes in and then you have another six months until the June property taxes come in. Commissioner Rule asked if it is her counsel that the Board should wait until the yearend report comes in and see what our fund balance is at the end of the year and then start watching monthly actuals. Ms. Daughtry said she has to stay independent because she is our auditor so she cannot make any management decisions or influence the Board in any way. She can only give her opinion. It's a good idea to know what the 2015 ending fund balance is and if you want to specifically set money aside and if you want to specifically spend money between now and September 30, 2016 it should be in your budget and you have to amend your budget to do that. Commissioner Rule said we're going to have a \$13.5 million budget line item on October 1, 2016 to construct a jail, but in this current fiscal year he wants to get the plans done and sewer lines moved and that will cost \$850,000, but legal counsel says we have to have another \$11.5 million. He wants to know what the fund balance is at the end of this month. Ms. Daughtry asked if the Board budgeted for an increase in fund balance when it budgeted more revenue coming in then expenditures going out. Commissioner Hanson said it is already there. Commissioner Dale said there was a tight lid on what the expenditures were and it seems to him that we budgeted what we anticipate spending pretty closely. Mr. Wagoner said from a budgetary standpoint, we budgeted to spend down fund balance in FY2016. Ms. Daughtry said depending on what your FY2015 fund balance ends up being, and if this cash is any indication then it's going to be down a couple million dollars. Mr. Wagoner said overall government funds are probably in the vicinity of \$5 million. Ms. Daughtry said if you ended 2014 with \$35 million rounded up and you're down \$5 million, you'd end the year at around \$30 million and you budgeted to dip into that again in FY2016 by some amount and you want to increase it by \$850,000, so we are down to \$27 million. If the current expense and justice funds went down by \$4 million altogether then were' down to \$23 million and then whatever you budgeted for in 2016 for those two funds to go down and we dipped into to pay for 2016 expenditures it would decrease more. Commissioner Rule said it's probably more like \$21 or \$23 million, or \$26 or \$28 million. Ms. Daughtry said it depends on the 2016 budget, which she has not seen. Commissioner Hanson said that still leaves the potential of the \$850,000 in cash availability. Commissioner Rule said it's easily available if we have to keep \$6 million for the 5th quarter. Ms. Daughtry said it's important for everyone to recognize that Eide Bailly is not recommending what the

Board should do. Commissioner Hanson said the numbers say the money exists, but there is not a recommendation that we spend it. Mr. Laugheed asked if we were able to identify how much of that we budgeted to spend for the current fiscal year. Commissioner Rule said Mr. Wagoner said about \$4 million. Mr. Wagoner said it would be included in our budgetary documents for 2016. Commissioner Rule said \$4 million from \$27 million is \$23 million and putting in another \$2 million leaves us at \$21 million and we need \$12 million. He said we are \$8 or \$9 million which is \$2 million more than is recommended that we have to have. Mr. Laugheed said he missed the part where the Controller said it's \$4 million. Mr. Wagoner thinks it's higher than that for 2016, but he can confirm that number later today. Commissioner Hanson said the money was there this fiscal year but it's just a matter of how it was laid out and described to the Board. He said there may be a point where we need to hire a true consultant because the Board needs somebody it can rely on to say what the numbers are and the accuracy of monies that are available, how it's being expended, how it's being budgeted and how that affects levies. Mr. Wagoner said the County is proposing to spend \$4.7 million in the current expense fund, and \$3.6 million in the justice fund. Commissioner Rule expressed frustration at not getting the numbers he needs. Mr. Laugheed said if we looked at the 2014 expenditures and the 2015 numbers and we got the actual, so we have the \$27 million minus those actuals that were spent in 2015 minus this \$8 million that was budgeted. Ms. Daughtry said that hasn't happened yet but if there are expenditures you are planning to make then it will become actual so it depends on what you budgeted to spend in 2016 that you're having to dip into fund balance to spend. Mr. Wagoner said for 2016 we have a fair amount budgeted to finish the remodel of the courthouse. Commissioner Rule said we have an enterprise fund that has about \$16 million in it that we could borrow from in an emergency situation, although he's not saying we would. Mr. Laugheed said under certain circumstances and I would say that it's a qualified legal opinion and it's not at this point something that's subject to public disclosure, but under certain kinds of situations I think the consequences could be less problematic than under other circumstances. Commissioner Rule asked Mr. Wagoner if he believes the County would spend \$8 million, or even \$6 million, in expenditures. Mr. Wagoner said he would be very surprised if we used \$6 million. Commissioner Rule said even if we use \$5 million and we're starting at \$23 million that takes us to \$18 million, minus \$12 million that brings us down to \$6 million. We're not spending it, it just has to be there and we still have a whole year to decide if we are actually going to pull the trigger. Commissioner Dale said we need to do a lot of analysis before we move ahead. We are talking about a lot of fuzzy figures and we are dealing with a lot of nebulous figures and he's cautious in committing to spend nearly a million dollars to finish a plan that there still really isn't a concrete financing plan to build or pay for. We need to stop, we need to slow down. He wants to see a needs analysis and a strategic plan for how this is going to be paid for and for how the new personnel will be paid for. These are all budgetary impacts that we have not really taken a hard look at. Mr.

Laugheed's main concern is making sure the majority of the Board is satisfied with proof that the funds exist and however you're able to achieve that level of confidence whether it's from talking with Ms. Daughtry as an accountant who's looking at the numbers - if that's sufficient to that confidence level he thinks that's within the Board's discretion to decide. That confidence level and what Ms. Daughtry can provide and what she cannot provide is something for the Board to consider. Commissioner Rule said the Board is positioning legally to get the plans done and get ready to budget in the next fiscal year which will actually cover the construction by the time you get everything completed and ready to occupy it's going to go into two budget years but because they cannot construct in 12 months we will have that budget set apart, going into next year to do the actual construction. It's about whether we have the money now and can it be held through the next budget year or budgeted for. Mr. Laugheed said that's the first part of it and the second part of it is the ability to spend that \$850,000 this year and it's his understanding we would reopen the budget to create a line item for it and whether the County budget officers and/or Eide Bailly has enough information they need to make sure we can do that. Commissioner Rule said this was an important discussion to have before we went into tomorrow's meeting and he thanked Ms. Daughtry for answering the Board's questions as best she could. Mr. Wagoner asked if we could talk about fund balance and the percentages that we're referenced. He said in 2014 the County spent \$62 million in our governmental fund and if our fund balance policy is a minimum of 33% that number influences the amount of money available. Commissioner Rule does not agree with the 33% amount. Mr. Wagoner said if we say 10% in fund balance, then 10% of \$62 million is \$6 million, and 33% is \$21 million we have a difference of \$15 million between those two amounts. Where do we want fund balance to be? Commissioner Rule wants it to be enough for at least a two-year span to cover our 5th quarter which means we all might have to sacrifice for a year or two. He thinks \$6 million in fund balance would do it but we are going to keep more like \$8-\$9 million in there because we're not even starting this until next year and we'll budget accordingly. Mr. Wagoner said \$6 million in fund balance is less than 10% of annual expenditures. Commissioner Rule said we'd all like to keep it higher than 6%, then he said that in 2013 Mr. Wagoner thought the Board was hoarding cash. Mr. Wagoner said his representation was we were \$13 million over 33% based on September 30, 2013. His point is fund balance amounts below 10% are extremely risky and it puts the County in a very risky financial position. Commissioner Rule said we don't know that it's \$6 million right now and until we get the numbers in and budget next year we don't know if it's going to be \$6 million or \$26 million. Mr. Wagoner's concern is what will happen to fund balance if we plug in \$13 million for construction. Commissioner Rule said we need to see the fund balance number and budget accordingly. Commissioner Dale asked if there is a standard general accounting office recommendation on local government fund balances. Mr. Wagoner said the minimum is 17%. Commissioner Rule said that amount is a recommendation and the amount varies between entities.

Commissioner Dale recalls that the recommendation is anywhere from 25% to 17%. Mr. Wagoner said the Government Finance Officers Association (GFOA) emphasizes each jurisdiction is different, and they recommend a minimum of 17%. The meeting concluded at 4:01 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF OCTOBER TERM, A.D., 2015
CALDWELL, IDAHO NOVEMBER 5, 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 \$9,395.00 to Bargreen Ellingson.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$4,843.84 to CDW-G.

APPROVED CLAIMS ORDER NO. 11-10-15

The Board of Commissioners approved payment of County claims in the amount of \$97,479.97 for accounts payable.

MEDICAL INDIGENCY HEARING FOR CASE NOS. 2015-1034 AND 2015-1005

The Board met today at 8:55 a.m. to conduct a medical indigency hearing for Case Nos. 2015-1034 and 2015-1005. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, the applicant and his friend, and Deputy Clerk Kelly Martinez. Commissioner Tom Dale arrived at 8:55 a.m. A hospital representative was not present for today's hearing. Upon the motion of

Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to take Case No. 2015-1034 under advisement with a decision to be rendered within 30 days. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to take Case No. 2015-1005 under advisement with a decision to be rendered within 30 days. The hearing concluded at 9:01 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-1202

The Board met today at 9:03 a.m. to conduct a medical indigency hearing for Case No. 2015-1202. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, the applicant and his spouse, Timothy Ryan and Stephen Deville from St. Alphonsus, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to January 28, 2016 at 9:00 a.m. The hearing concluded at 9:12 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-1015

The Board met today at 9:18 a.m. to conduct a medical indigency hearing for Case No. 2015-1015. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, the applicant and his spouse, Cassie Caccioppo from St. Alphonsus, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to uphold the original denial date. The hearing concluded at 9:23 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-933

The Board met today at 9:25 a.m. to conduct a medical indigency hearing for Case No. 2015-933. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, the applicant, Attorney Mark Peterson, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to take Case No. 2015-933 under advisement with a decision to be rendered within 30 days. The hearing concluded at 9:57 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 10:01 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. Brad Goodsell, Indigent Services Director Yvonne Baker, Attorney Mark Peterson, 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 place Case No. 2015-950 in suspension. The hearing concluded at 10:09 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIAL DATES FOR MEDICAL INDIGENCY CASES

The Board met today at 10:10 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Indigent Services Director Yvonne Baker, and Deputy Clerk Kelly Martinez. Ms. Baker recommended the Board take Case Nos. 2015-1342 and 2015-1272 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 Nos. 2015-1342 and 2015-1272 under advisement with a decision to be rendered within 30 days. Ms. Baker recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2015-1118, 2015-1137, and 2015-1156. 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 10:11 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 11:02 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Kelly Martinez. Commissioner Dale said he would like some clarification regarding the property auction process in regard to a letter the Board received regarding an offer for a property that did not sell at the auction. Mr. Goodsell said he does have some documents that would be exempt from disclosure that could be discussed in Executive Session. At 11:04 a.m. a request was made to go into Executive Session as follows:

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

Commissioner Dale made a motion to go into Executive Session at 11:04 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i) to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Kelly Martinez. Deputy P.A. Brad Goodsell left at 11:10 a.m. The Executive Session concluded at 11:36 a.m. with no decision being called for in open session.

The meeting concluded at 11:36 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

MEETING TO CONSIDER RESUMPTION OF DESIGN/BUILD CONTRACT WITH ESI AND LCA FOR THE JAIL ADDITION PROJECT

The Board met today at 2:00 p.m. for a meeting to consider resumption of a design/build contract with ESI and LCA for the jail addition project. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy Sam Laugheed, Facilities Manager Paul Navarro, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Clerk Chris Yamamoto, Controller Zach Wagoner, Treasurer Tracie Lloyd, Chief Deputy Treasurer Nancy Seal, Assessor Gene Kuehn, PIO Joe Decker, Paul Raymond, Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Ken Fisher arrived at 2:12 p.m. After opening the meeting, Commissioner Rule asked Sam Laugheed to make a statement. Mr. Laugheed said last May the Board entered into a \$13.5 million design/build contract with ESI, Inc., for the jail addition project and between May and August, ESI worked with LCA to prepare plans and other documents under that contract. During the budget process for FY2016 the Board determined that sufficient funds to continue that contract did not appear available and they directed that performance be suspended in order to give time to do some inquiry. On September 23, Mr. Laugheed wrote a letter to ESI confirming the contract was suspended and the Board was needing to resolve some legal and

financial issues. Shortly before that we met with Ken Fisher and Paul Navarro to talk about potential close-out options and during that meeting the majority of the Board concluded it was interested in moving forward if possible under the contract and that they didn't want to amend the contract to be for design only but to maintain it as a design/build contract. After that the Board made inquiry of various people and yesterday it met with a representative from Eide Bailly to talk about fund balance and other matters. It's his understanding that today the Board will talk about making contact with ESI to resume performance under that contract but in order to do that the Board has to address a couple of things: 1) whether sufficient funding is available to resume the contract, and 2) whether it's in the County's best interest to resume performance at this time. If those things are satisfied then it turns into giving direction to Mr. Navarro and Mr. Laugheed, and a question of how to reopen the budget in order to transparently account for the expenditure this year. Commissioner Rule said the expenditure this year is the amount for the design and perhaps associated work in prepping the contract and the plans. Mr. Laugheed said the Board was advised that it will cost approximately \$850,000 to bring the plans to a state that can be considered shovel-ready. Paul Navarro said we have several things we have to do in preparation to have a building permit ready to be in place on October 1, 2016. The architect has said they need to have a full set of engineered drawings available to the city for a building permit; we need to develop a parking lot on the corner of 12th Avenue and Chicago Street to offset the parking lot we're going to close in front the jail and that cost is estimated to be between \$65,000 and \$85,000; we have to relocate the sewer line that's currently in the alley between the addition and the current jail, and those plans are approved by the city and that will cost between \$35,000 and \$50,000. We do not yet have a cost on what it will take to relocate the power pole which houses cable tv and the telephone system for the jail, but the estimate is \$150,000 of additional monies this fiscal year to have those things accomplished to be prepared for October 1, 2016 to begin construction. Mr. Laugheed said although those are the anticipated expenditures for this year and it's been his advice to the Board to make sure they have the full contract amount during the years the contract is in effect in order to be in compliance with Article 8, Section 3. It would be foolish for the County to enter into a contract for this sum of money and pay it in advance so it's understood that we pay for services as they are received, and a project like this would take longer than one year so we have to have that money in order to pay the full thing if we had to in both of those years, so while we are talking about \$850,000 right now for this year the question about the finances is really whether there is a sufficient amount to satisfy the entire contract in this fiscal year. Commissioner Hanson said this has been vetted and we are ready to go and then he made a motion that based on the information and belief that sufficient funds to resume the performance of the County's design-build contract with ESI for the Jail Addition Project do exist, and that as the County's executive authority, we believe the resumption of performance under the contract is in the County's best interests we will

move forward with re-entering into the contract with ESI. The motion was seconded by Commissioner Rule. Discussion was as follows: Commissioner Dale said any plan that does not include getting out of the old jail is shortsighted and is not in the long term best interest of the taxpayers, the County, or the employees of the Sheriff's Office to continue to have to utilize that jail. Before we commit millions of dollars there needs to be a detailed needs assessment that takes into consideration what the jail space needs are for the next 20 years. He has searched the Carter Goble Lee presentation and they talked about a needs assessment but it was never completed for Canyon County. He said one of the factors that comes into play is the 2014 Justice Reinvestment Act that was enacted October 1, 2015, and we need to take some time to see what the trends are and how that's going to impact jail space needs. We need a solid financial plan that includes what the funding mechanism is for the construction of the project and we need collaboration and cooperation with all parties that includes developing a fund balance policy for the County. We need an analysis of what it will cost in terms of personnel, salaries/benefits, and operational costs. There is the potential of spending \$850,000 to get it shovel-ready and not have a verifiable financial plan in place to build it, or a financial plan in place to staff it and operate it. There needs to be a long term financial impact study on what this means to taxpayers and what it means to the fiscal stability of the County in the long haul. We need to do all of those things that are part of a verifiable strategic plan before moving forward with spending \$850,000 in this budget year and committing to another \$13 million in the coming year. Commissioner Dale said he has every confidence that the team has the expertise to design and build what we need; however, we have not done the things to create a legitimate strategic plan for the whole picture. Commissioner Hanson said he has been involved with the jail as far as a needs assessment since 2007. The current plan addresses the need for hard cells where the inmates have access to potable water as well as a toilet in the cell and that's something the current jail does not have. The plan addresses a female work release center, a new laundry area, medical area, and it provides beds that are needed for 15-20 years into the future. The Dale Haile facility has been upgraded over and over again and we are close to complying with the consent decree which means the facility is functioning well. With regard to a financial plan, the Board has considered hiring its own financial evaluator because it has been very difficult to get the information from the Clerk/Auditor/Controller; the information is veiled and it's made it difficult for the Board to make financial decisions. They met with Eide Bailly yesterday to discuss the percentages and talked about the need for a fund balance policy, which was the first time it had come to the Board's attention. Commissioner Hanson believes we have a long term financial plan; we are looking at budgets, we don't take the 3% the cities have always taken, we are very frugal with County budgets, and we have a significant amount of tax dollars we could have taken but we chose not to because we work very hard to be frugal with tax dollars and so to say we have a \$13.5 million project that will address our needs for the next 15-20 years is very good fiscal responsibility. He said

opponents to the jail project have had three years to come up with a plan but they have chosen not to, and furthermore, Commissioner Dale has chosen to align himself with the Clerk and the Sheriff in their opposition to this. Commissioner Hanson said he stands on his record and his experience in knowing how jails run and he believes this is a good plan, a plan that will work. It is Plan B compared to a brand new facility, but the taxpayers have said "No" multiple times to a new jail bond. This is the best plan we have and it's what we need to do. Commissioner Rule said the jail is functioning well and has undergone a number of upgrades to try and meet the needs that were pointed out by the ACLU related to overcrowding. He believes we need to get out of the jail annex - it's old - and the employees who are staffing it could be transferred to help with other assignments. The "tent jail's" life is winding down and is in year 11 of a 20-year life expectancy. Regarding the jail needs assessment, he said that falls back on the education we received while working on three jail bonds. In the fall of 2013 the Controller came to the Board and said we have \$13-\$15 million in fund balance that we should spend because it looks like the County is holding too much cash and we shouldn't hold large amounts of cash over certain ratios so we took that concept and said let's see what we can do with \$13-\$15 million so we started working on it. As we proposed that plan in 2014 the Clerk suggested we return \$15 million to the taxpayers instead of spending it on a jail but we kept moving forward and it became difficult for the Board to pin down financial information. Commissioner Rule believes the money was available, however, the inability to gain confidence in those numbers stopped the process this year after we had engaged LCA and ESI in a contract situation. He brought in outside opinions and looked at our financial information and he is confident there are adequate dollars available to move forward this year with the design of the jail and then through proper budgeting and non-spending of fund balance we move forward into the next year and spend another \$12 million on a structure. It's the right thing to do, it's a savings to the taxpayers. The other plan is to bond for \$40 million-\$60 million but that will raise property taxes considerably. This plan will raise taxes some because we'll have to budget funds to operate the jail. Going back to a needs assessment, several years ago it was thought we needed 1,200 beds, but we're not doing that, we are going to do 300 and we think that will help with some hard cells. Commissioner Rule said due diligence has been done and this is the least expensive option to solve the problem partially. It leaves another space for buildout next to this wing or a new portion of the jail in the space that currently holds the elections office. He said the taxpayers have charged the Commissioners with responsible accounting of the tax dollars and to get the most out of a buck and not raise their taxes more than we have to. A roll call vote was taken on the motion with Commissioner Dale voting against the motion and Commissioners Hanson and Rule voting in favor of the motion. The motion carried by two-to-one split vote with Commissioners Hanson and Rule in favor and Commissioner Dale opposed. Mr. Laugheed will send a letter to ESI reflecting the Board's decision. He also said the Board has received a recommendation that the best way to

transparently account for this expenditure would be to reopen the budget and treat the fund balance and other monies as unanticipated revenue so they will need to do that in short order. The meeting concluded at 2:28 p.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF OCTOBER TERM, A.D., 2015
CALDWELL, IDAHO NOVEMBER 6, 2015

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

ABSENT: Commissioner Steven J. Rule, Chairman - vacation

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Amanda Morales.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$5,487.00 to Norbryhn Equipment Company.

LEGAL STAFF UPDATE

The Board met today at 9:01 a.m. for a legal staff update. Present were: Commissioners Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Mr. Goodsell advised the Board about a resolution that will be considered later this morning which authorizes the issuance of quitclaim deeds related to the November 4 property sale. There are also three quitclaim deeds the Board already authorized to be signed on Wednesday in which properties will be transferred to the Nampa/Meridian Irrigation District and the Nampa Housing Authority. The deeds can be signed as a ministerial matter. Mr. Goodsell also advised the Board that he has prepared a letter responding to the post-auction offer they received for the property on Pond Lane. Mr. Laugheed said today's local newspaper reflects that the Clerk has asked the PA's Office for an opinion about getting outside

counsel. Mr. Laugheed is working on that and expects to talk with the Board about it next week. No other items were discussed. The meeting concluded at 9:04 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION AUTHORIZING THE ISSUANCE OF QUITCLAIM DEEDS TO SUCCESSFUL BIDDERS AT THE NOVEMBER 4, 2015 AUCTION OF SURPLUS PROPERTY

The Board met today at 9:32 a.m. to consider signing a resolution authorizing the issuance of quitclaim deeds to successful bidders at the November 4, 2015 auction of surplus property. Present were: Commissioners Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Mr. Goodsell said the resolution memorializes the process the Board went through in selling surplus properties and it notes the previous authorizations, the notices that were sent out and the results of the sale, as well as authorizes the issuance of quitclaim deeds to those individuals noted in the attachment. If the Board signs the resolution it will be able to sign the quitclaim deeds as a ministerial matter. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the resolution authorizing the issuance of quitclaim deeds to successful bidders at the November 4, 2015 auction of surplus property, as noted in Exhibit "A". (See Resolution No. 15-170.) Mr. Goodsell presented a draft letter for the Board to send to Derrick and Kimberly Oxnam regarding their property offer, a copy of which is on file with this day's minute entry. The meeting concluded at 9:35 a.m. An audio recording is on file in the Commissioners' Office.

COMMISSIONER OCTOBER 2015 TERM ADJOURNED

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

THE MINUTES OF THE FISCAL TERM OF OCTOBER 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: 12/22/15