

FIRST DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO NOVEMBER 10, 2014

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$10,157.03 to Bargreen Ellngson.

APPROVED TREASURER'S TAX CHARGE ADJUSTMENTS BY PIN FOR OCTOBER 2014

The Board approved the Treasurer's October 2014 Tax Charge Adjustments by PIN. A copy of the signed document is on file with this day's minute entry.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy Clerk Kelly Martinez, PIO Joe Decker, Facilities Manager Paul Navarro and Deputy Clerk Becky Cowan. The items discussed were general in nature. Ms. Martinez left the meeting at 8:36 a.m. Mr. Decker reported on communication issues. Mr. Navarro reported on facility issues. The meeting concluded at 8:48 a.m. An audio recording 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, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, and Deputy Clerk Becky Cowan. Human Resources Director Jeannine Eiband arrived at 9:02 a.m. Ms. Eiband spoke about the Board's decision to end the option for employees to purchase supplemental insurance. Commissioner Alder stated that life insurance, and short and long term disability, are all covered by the County. The supplemental insurance is an additional benefit the County has decided to drop. Ms. Eiband stated a company will typically cover the 65% it takes for a long term

disability policy. Canyon County covers 40%, and the employee has to pay the difference, much like a co-share. It is not a supplemental plan, as the employee must pay for their own policy to make up the difference up to 65%. Her opinion is that long term disability is not able to be obtained by an employee without the County option at the same rate and believes the County should keep the buy-up option. Mr. Wesley further clarified that this is not an additional policy. This is allowing an employee to buy additional coverage on a policy that is already provided by the County. Commissioner Rule asked if this option is only available for one company. He is concerned that other companies are not being given an opportunity to offer their insurance. Ms. Eiband verified the only option at this time is Lincoln Financial because it was vetted out in a bid process. She stressed this is not a benefit, it is a co-share option. Commissioner Rule added that he does not want to limit the choice to one company and have another company question why they are not allowed to be an option to choose. Commissioner Hanson commented that an information letter was sent to all employees indicating that the County will offer insurance for medical, dental, life, short term and long term disability only. The buy up to 65% for additional long term disability is up to the employee. Commissioner Alder wanted to make sure that the option to buy up insurance is the only additional option being offered by Lincoln Financial and that there are no other benefits offered by Lincoln that may not be available through other companies. Ms. Eiband commented that employees utilize the buy up option because most people can't live on 40% of their salary if they become disabled. The County doesn't continue to pay if the person goes onto long term disability. Lincoln Financial was confused between supplemental life and a buy up option. Ms. Eiband stated that Lincoln Financial needs clarification that the Supplemental life policy will go away, but the long term buy up will stay in place. Commissioner Alder and Commissioner Hanson agreed. Ms. Eiband confirmed the details of the letter that was sent to employees indicating supplemental life, accident and illness policies will no longer be offered. Medical, dental, vision, life, short term and long term disability will remain. Ms. Eiband will contact Lincoln Financial to confirm the receipt of the letter and verify understanding of the changes and decision made by the County. She stated that Human Resources will handle questions from employees once a memo is distributed to confirm the option available for buy-up. Ms. Eiband left the meeting at 9:09 a.m. Mr. Goodsell discussed upcoming items on the Board's agenda which included the Addendum No. 1 to the IFB for the Karcher Road temporary traffic light and a resolution to sign quit claim deeds for the tax sale. Commissioner Rule asked if any action has taken place regarding property on Sugar Avenue. Mr. Goodsell has attempted to contact the property owner, but has not received a response. Mr. Wesley suggested a meeting to discuss the next steps regarding a property exchange with City of Nyssa to review finances and property descriptions from Idaho Transportation Department and City of Nyssa. Mr. Wesley will coordinate the attendance of engineers and legal officials at the planning meeting with the Board. The Sheriff's Office has a recording of a meeting that was held regarding the jail between Commissioner Hanson, Sheriff Donahue and Cindy Malm.

Commissioner Hanson submitted a public record's request for the recording. The meeting concluded at 9:15 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING ADDENDUM NO. 1 FOR THE INSTALLATION OF TRAFFIC SIGNAL AT KARCHER ROAD AND LAKE AVENUE

The Board met today at 9:32 a.m. to consider signing Addendum No. 1 for the installation of a traffic signal at Karcher Road and Lake Avenue. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, and Deputy Clerk Kelly Martinez. Mr. Goodsell said they did have a few written questions on the IFB and they also had some discussions at the pre-bid conference. All of the questions have been addressed in this addendum. Upon the motion by Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign Addendum No. 1 for the installation of a traffic signal at Karcher Road and Lake Avenue. The signed addendum is on file with this day's minute entry. The meeting concluded at 9:34 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING FEDERAL ANNUAL CERTIFICATION REPORT AND EQUITABLE SHARING AGREEMENT FOR THE CITY-COUNTY NARCOTICS UNIT; CONSIDER SIGNING A RESOLUTION AUTHORIZING THE ISSUANCE OF QUITCLAIM DEEDS TO SUCCESSFUL BIDDERS AT THE NOVEMBER 6, 2014 AUCTION OF SURPLUS PROPERTY AND QUITCLAIM DEEDS

The Board met today at 10:04 a.m. to consider signing the Federal Annual Certification Report and Equitable Sharing Agreement for the City-County Narcotics Unit (CCNU) and a resolution authorizing the issuance of quitclaim deeds to successful bidders at the November 6, 2014 auction of surplus property as well as sign the quitclaim deeds to successful bidders. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, and Deputy Clerk Kelly Martinez. The items were considered as follows:

Federal Annual Certification Report and Equitable Sharing Agreement for the City County Narcotics Unit: Commissioner Hanson said the Federal Annual Certification Report and Equitable Sharing Agreement are for the CCNU and deal with the reporting of funds. This is a report done for the federal government so that all property is properly documented. Upon the motion by Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the Federal Annual Certification Report and Equitable

Sharing Agreement for the City-County Narcotics Unit. The signed agreement, No. 14-140, is on file with this day's minute entry.

Resolution authorizing the issuance of quitclaim deeds to successful bidders at the November 6, 2014 auction of surplus property as well as sign the quitclaim deeds to successful bidders: Mr. Goodsell said this resolution authorizes quitclaim deeds to be signed for all of the properties sold once there is confirmation that all payments have been made. Mr. Goodsell said the Treasurer's Office has confirmed that all payments were made by 1 p.m. on the day of sale. The resolution authorizes the issuance of the quitclaim deeds and then the quitclaim deeds will transfer the County's interest in those properties. Upon the motion by Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign a resolution authorizing the issuance of quitclaim deeds to successful bidders at the November 6, 2014 auction of surplus property and quitclaim deeds to successful bidders. (See Resolution No. 14-222.)

The meeting concluded at 10:08 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:15 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Information Officer Rob Hopper, IT Development Manager Don Brown, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: update on OnBase claims process; discussion regarding using a signature pad for electronic approvals; and update on the OnBase project in the Assessor's Office. Mr. Brown said the next candidates for OnBase are likely Indigent Services, Elections, integration with GRM, Accela and other key department applications. Commissioner Rule asked if there has been any progress on the position that has been vacant for several months. Mr. Hopper said certainly by the end of the week they should have the comps that they need to have to restructure some salary proposals. 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.

SECOND DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO NOVEMBER 12, 2014

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

APPROVED CLAIMS ORDER NO. 1503

The Board of Commissioners approved payment of County claims in the amount of \$1,281,372.48 for a County payroll.

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for: Kyle McAllister, Jace Thompson, Antonio Salazar Jr., Gregory Swanson, David Eames, and Jessica Ishida.

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

The Board met today at 8:59 a.m. for a monthly meeting with the Weed Control Superintendent and Gopher District Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Kathy Alder, Weed Control Superintendent and Gopher District Director Jim Martell, Administrative Specialist Janet Avery, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Mr. Martell introduced Janet Avery who was hired in August; review of Fiscal Year 2014 yearend report; update on using the new tractor to treat Phragmites; Mr. Martell is suggesting that some of the unused pest budget from FY14 be used to purchase a flatbed one ton truck; they completed the rebuilding of the water system for the office and shop; installed new west wall windows in the shop which are double paned and insulated; they will be doing owl house cleaning and inspections this month; and they are building new owl houses for customer requests. Mr. Martell mentioned that he had noticed some dumping on the Pond Lane property which may be due to some of the construction currently in process. Mr. Martell also offered to have his staff put a wire fence around that property, but the Board would like to hold off on that for now. The items discussed were general in nature and did not require Board action. The

meeting concluded at 9:18 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 9:34 a.m. for a monthly meeting with the Trial Court Administrator to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Mr. Kessler submitted a revised MOU regarding Juvenile Drug Court coordination to the Prosecutor's Office; discussion regarding the shop building remodel; the courts will be accommodating holidays and employee appreciation days; they will have a magistrate process in-custody cases on the Friday after Thanksgiving and a similar arrangement on Christmas Eve; Mr. Kessler said they hope to have the court activity done by noon on December 24 although they really haven't made any real changes for the January 2 appreciation day. Mr. Kessler said an Administrative Director of the courts has not yet been selected and it is still up in the air with the Supreme Court. Commissioner Rule said the construction upstairs will begin soon. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:42 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:00 a.m. for a quarterly meeting with the County Agent to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, County Agent Jerry Neufeld, 4-H Extension Educator Nancy Shelstad, Extension Educator Joey Peutz, and Deputy Clerk Kelly Martinez. Mr. Neufeld gave an update on personnel and preparing for winter programs. Ms. Shelstad and Ms. Peutz gave updates on current projects and program information. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:24 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

LEGAL STAFF UPDATE/ CONSIDER SIGNING ALCOHOL LICENSE FOR ROOTS AND COMPANY

The Board met today at 1:30 p.m. for a legal staff update. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Leon Samuels and Deputy Clerk Becky Cowan. The Board addressed a request for approval of a new alcohol license for Roots and Company. An employee of the new restaurant is related to a clerk who works in the Commissioners' Office and the Board asked for legal clarification regarding potential conflict in the event of Board approval. Chief Civil Deputy P.A. Sam Laugheed does not believe this issue is a conflict. The Board members, and their employees, do not have an ownership interest in the company. Upon approval from legal counsel, the Board signed the alcohol license for Roots and Company.

EXECUTIVE SESSION-PERSONNEL MATTERS; ACQUISITION OF AN INTEREST IN REAL PROPERTY; RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: At the conclusion of the legal staff update a request was made to go into Executive Session to discuss personnel matters; acquisition of an interest in real property; records exempt from public disclosure and to communicate with the risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 1:32 p.m. pursuant to Idaho Code, Section 67-2345 (1) (b), (c), (d) and (i). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Leon Samuels, Deputy P.A. Brad Goodsell and Deputy Clerk Becky Cowan. The Executive Session concluded at 2:13 p.m.

CONSIDER SIGNING RESOLUTION TO APPOINT MEMBERS TO THE BOARD OF DIRECTORS OF THE INDUSTRIAL DEVELOPMENT CORPORATION OF CANYON COUNTY

At the conclusion of the Executive Session, Sam Laugheed advised the Board regarding a resolution to appoint members to the Industrial Development Corporation. There are 3 filled positions and 2 open positions. Margie Watson will be re-appointed; the Board will propose former Commissioner David Ferdinand and current Commissioner Kathy Alder for the 2 open seats on the

Board. There is no issue for Mrs. Watson and Mr. Ferdinand; for Commissioner Alder, Mr. Laugheed would like to create a brief record. As a legal representative of the Board of County Commissioners, the opinion is that there is no legal conflict. The Canyon County Prosecuting Attorney's Office does not represent the Industrial Development Corporation and recommends that outside bond counsel is obtained. In order to combat a potential appearance of impropriety, and the question of whether Commissioner Alder can offer absolute allegiance to the current Board of County Commissioners and the Board of Directors for the Industrial Development Corporation, the recommendation is to appoint Commissioner Alder to the Industrial Development Corporation, Commissioner Alder should recuse herself from official action on the BOCC when dealing with the Industrial Development Corporation as well as official action on the IDC. Commissioner Rule commented that it is appropriate that former Commissioner David Ferdinand and Commissioner Kathy Alder serve on the Industrial Development Corporation Board due to a certain view of industry and the operation of the BOCC that is greatly seasoned by serving as a Commissioner. With the experience of Margie Watson, Bob Jacobsen and Idaho Legislator Gayle Batt, the appointment of David Ferdinand and Commissioner Alder to the Industrial Development Corporation Board will enhance the quality of the IDC Board. Commissioner Hanson made a motion to appoint members to the Industrial Development Corporation Board. Commissioner Alder recused herself. Commissioner Rule seconded the motion. A roll call vote was taken on the motion with Commissioners Hanson and Rule voting in favor of the motion. The motion carried unanimously. The meeting concluded at 2:17 p.m. A copy of the audio of the open portion of the meeting is available in the Commissioners' Office.

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

The Board met today at 2:18 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Parks Director Tom Bicak, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: water trail meeting update; review of events held at Celebration Park in October; the first annual Fall Family Fun Festival was held on the 25th of October; information regarding the Map Rock project; November 2014 Crossroads Newsletter is ready to print; the Desert Studies Institute workshops have been approved for 2015; all of our parks have been winterized although they do remain open throughout the winter; Director Bicak said they are closing down the Story Trail primarily because of the steepness of the slope, but they are doing improvements to stairways and guardrails; they are looking for a new camp host for Martin Landing; Director Bicak said they are also looking for a

secretary for the river trail; they intend to move the Wilson Springs Fishing Field Trip to Lake Lowell Park; the Parks Management crew has been busy with typical upkeep tasks with construction improvements; and equipment storage of parks gear and waterway gear. Director Bicak also submitted letters of support inviting the National Association of Resource Conservation and Development Council to hold their 2016 National Conference in Boise. Director Bicak said last night was the Historic Preservation Commission meeting and everything went well. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:39 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 2:49 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Public Defender Tera Harden, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: personnel updates; the case management system is up and running and is for the most part paperless; from the courts perspective, they are very happy with how things are going; discussion regarding preliminary hearings as well as child protection act cases; Ms. Harden hopes to have better numbers for the Board around the six month mark; and representation in guardianship and conservatorship cases. Commissioner Rule asked about the process of assigning cases to the Public Defender. Ms. Harden said at the initial appearance, the defendant will fill out a financial declaration and there is a formula to determine indigency. Commissioner Rule asked Ms. Harden to update them on the budget at least every four months. Ms. Harden reported that they are currently under budget because they are not fully staffed as of yet. Commissioner Rule asked if there has been cooperation across the agencies in the County. Ms. Harden said she has a great working relationship with Prosecutor's Office. Ms. Harden discussed the process of setting pre-trial dates and jury trial dates. Commissioner Hanson asked if Ms. Harden is aware of the pretrial justice movement that has been going on for several years. Ms. Harden said pretrial release can be a very effective tool. Commissioner Hanson said it basically deals with getting rid of bond companies all together. Commissioner Alder asked if anyone is working to change some of the misdemeanor charges to infractions. The items discussed were general in nature and did not require Board action. The meeting concluded at 3:12 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 3:12 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, Kathy Alder and Craig Hanson, Solid Waste Director David Loper, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: waste amount is up 3.23% for October and FY15 is also up 3.23%; aerial mapping has been completed and Mr. Loper provided a picture from the mapping project; discussion regarding financial assurance; information regarding the landfill status report; new vehicles for the landfill; and Director Loper has not been on a site visit of Hidden Hollow as of yet. The items discussed were general in nature and did not require Board action. The meeting concluded at 3:35 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

EXECUTIVE SESSION - TO CONSIDER PRELIMINARY NEGOTIATIONS INVOLVING TRADE OR COMMERCE IN WHICH THE COUNTY IS IN COMPETITION WITH GOVERNING BODIES IN OTHER STATES OR NATIONS

Note for the record: As properly noticed the Board met today at 3:35 p.m. for an Executive Session to discuss preliminary negotiations involving trade or commerce in which the County is in competition with governing bodies in other states or nations. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 3:36 p.m. pursuant to Idaho Code, Section 67-2345(1) (e). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Alder and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Kathy Alder, Deputy P.A. Brad Goodsell, Chief Deputy Assessor Joe Cox, Nampa Economic Development Director Beth Ineck, Mitch Mooney, Shane Brown and Katie (her last name was not put on the record) from On Semiconductor, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 4:23 p.m. with no decision being called for in open session.

While in open session, Ms. Ineck asked about a letter of support for Gayle Manufacturing. Mr. Goodsell said he will have that letter to the Commissioners by the end of the day. The meeting concluded at 4:24 p.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

THIRD DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO NOVEMBER 13, 2014

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$10,500.00 to Trane.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$12,796.00 to Inselman Plumbing.

MONTHLY MEETING WITH THE ADMINISTRATIVE DISTRICT JUDGE TO DISCUSS GENERAL ISSUES

The Board met today at 8:09 a.m. for a monthly meeting with the Administrative District Judge to discuss general issues. Present were: Commissioners Steve Rule and Kathy Alder, Administrative District Judge Thomas Ryan, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Judge Ryan said they have resolved some conflicts with courtrooms that were likely to happen the beginning of December. They have not been able to manage the calendars like they would like, but it is going okay. Judge Ryan asked for an update on the courthouse demolition project. Commissioner Rule said we are waiting on some bonds to complete before they can start the demolition. Commissioner Rule said he and Commissioner Alder are going to try to push for the project to start before those bonds are in place because we have a balance of Urban Renewal funds from the construction of the administration building. Commissioner Rule said he has full confidence that money is available and will work so he would like to get the project going. Judge Ryan echoes that sentiment. Mr. Kessler said he was told by Facilities Manager Paul Navarro that it is the performance bonds for the contractor. By doing it through the small business administration, it saved around 50% of the cost but it does slow the process. Judge Ryan advised he followed up with Judge Kerrick regarding the millennium fund monetary request. Commissioner Rule said there is a separate committee made up of legislators that administrate this millennium fund and Senator Patti Ann Lodge is a co-chair of the Millennium Fund

Committee. Commissioner Rule said we are trying to get support letters to Dan Chadwick because Idaho Association of Counties is the sponsor of this movement to approach the millennium fund for funds for these recovery centers. Judge Ryan said there is a separate millennium fund that gives funding to the youth court which comes out of the Juvenile Justice Commission. Commissioner Alder said we have talked with the Public Defender about the number of cases being appointed. Commissioner Alder asked about the process of determining indigency for public defense. Judge Ryan said defendants have to sign an affidavit that illustrates how much money they make which is reviewed by a magistrate. Those magistrates on any given day have at least 30 cases to review for indigency as well as doing the arraignments. Judge Ryan would encourage the Board to attend an arraignment day for the magistrates because that is where those indigency determinations are made. Judge Ryan said defendants are signing that document under penalty of perjury. In the ideal world it is the Prosecutor's Office that should prosecute those that are lying because it is really isn't up to the courts to do that because they are not the prosecutorial body. Judge Ryan said the courts do not have investigative powers. Commissioner Rule said he believes that the system is flawed and asked if we are aware of errors, how can they be fixed. Judge Ryan feels the system doesn't follow through because if in fact there is a prosecutorial agency that does have the ability to investigate and prosecute crimes, then why doesn't that agency pursue it, well it is an issue of funding. If this body were to give Prosecutor Taylor another attorney or someone else to investigate and follow through on these, it could be done. Judge Ryan said there is no reason these affidavits that declare what they make can't be investigated. Mr. Kessler said the time constraints that courts are under also complicate this process. Commissioner Alder also discussed the driving without privileges type of crime in regards to making them infractions rather than misdemeanors so we don't have to have the Public Defender appointed. Judge Ryan said there are so many ways you can lose your privilege to drive and what happens is people drive anyways because there really isn't public transportation available. Mr. Kessler said there is a good faith effort where judges are stretching out these cases trying to get people reinstated rather than just throwing jail time at them. Judge Ryan said he is not hearing any complaints from the other judges about the Public Defender transition. Commissioner Alder said she has heard the ACLU may go after the state regarding public defense. Mr. Kessler mentioned the concern about the lab, but after meeting with Facilities Manager Paul Navarro, everything looks fine. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:35 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONTINUE MEDICAL INDIGENCY HEARINGS

The Board met today at 8:49 a.m. to go on the record and continue medical indigency hearings. Present were: Commissioners Steve Rule and Kathy Alder, Indigent Services

Director Michele Chadwick, Hearing Specialist Yvonne Baker, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to continue the following case by signed stipulation as follows:

Case No. 2014-1408 was continued to January 22, 2015 at 9:00 a.m.

The proceeding concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2014-1398

The Board met today at 9:00 a.m. to conduct a medical indigency hearing for Case No. 2014-1398. Present were: Commissioners Steve Rule and Kathy Alder, Deputy P.A. Zach Wesley, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Shelly Dupuis, the applicant's spouse, and Deputy Clerk Kelly Martinez. A hospital representative was not present for today's hearing. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to uphold the original denial dated September 19, 2014. The hearing concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2014-1402

The Board met today at 9:11 a.m. to conduct a medical indigency hearing for Case No. 2014-1402. Present were: Commissioners Steve Rule and Kathy Alder, Deputy P.A. Zach Wesley, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Shelly Dupuis, Attorney Mark Peterson, Kate Stark from St. Luke's, and Deputy Clerk Kelly Martinez. The applicant did not appear for today's hearing. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to February 5, 2015 at 9:00 a.m. The hearing concluded at 9:22 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2014-1345

The Board met today at 9:23 a.m. to conduct a medical indigency hearing for Case No. 2014-1345. Present were: Commissioners Steve Rule and Kathy Alder, Deputy P.A. Zach Wesley, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Shelly Dupuis, Attorney Mark

Peterson, Kate Stark from St. Alphonsus, and Deputy Clerk Kelly Martinez. The applicant did not appear for today's hearing. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to December 18, 2014 at 9:00 a.m. The hearing concluded at 9:27 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIAL DATES FOR MEDICAL INDIGENCY CASES

The Board met today at 9:29 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Steve Rule and Kathy Alder, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Shelly Dupuis, and Deputy Clerk Kelly Martinez. Ms. Chadwick recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2014-1395, 2014-1448, 2014-1383, 2014-1384, 2014-1385, 2014-1386, and 2014-1276. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 9:30 a.m. An audio recording is on file in the Commissioners' Office.

BID OPENING FOR INSTALLATION OF TRAFFIC SIGNAL AT KARCHER ROAD AND LAKE AVENUE PROJECT

The Board met today at 11:02 a.m. to open bids for the installation of a temporary traffic signal at the intersection of Karcher Road and Lake Avenue. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell and Deputy Clerk Becky Cowan.

Two bids were received:

From: Power Plus Inc., 25 Hartman Street, Boise ID, received at 9:35 a.m. 11/13/2014
Amount: \$ 132,254.00
\$6,612.70 bid security

From: Quality Electric Inc., 525 Irving Street, Boise ID, received at 9:05 a.m. 11/13/2014
Amount: \$ 128,402.00
\$6,420.10 bid security

The 2 completed bids will be reviewed by the P.A.'s Office for validity. Deputy P.A. Goodsell stated the award of contract was scheduled for the next day, Friday 11/14 but may need to be rescheduled due to the County project manager's illness. The meeting concluded at 11:06 a.m. A copy of the bid documents and audio recording is available in the Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 1:32 p.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and to communicate with the risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 1:32 p.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (i). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley and Deputy Clerk Becky Cowan. Deputy P.A. Zach Wesley left the meeting at 1:37 p.m. The Executive Session concluded at 1:42 p.m. with no decision being called for in open session.

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

The Board met today at 2:00 p.m. for a monthly meeting with the Fair Administrator to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Fair Administrator Rosalie Cope, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: as far as the campaign goes, they have made contact with the potential leadership and hopefully they will have a meeting next week; Ms. Cope said they are setting up the meeting with their top donor; Tim Lowber and Ms. Cope attended a Nampa Kiwanis meeting and she believes it went well; Ms. Cope will work with PIO Joe Decker on a press release regarding awards won from the International Association of Fairs and Expos; they are currently working on getting one more good sponsor for the Bulls N Broncs event; and a discussion about budget numbers. Commissioner Alder said it seems everything worked out with the College of Idaho. Ms. Cope said it did, however the water bill was very high while the College was taking care of the field so they are asking the College to pay a portion of that invoice. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:10 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

CANVASSED GENERAL ELECTION

The Board canvassed the general election held on November 4, 2014. Copies of the results are on file in this day's minutes.

FOURTH DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO NOVEMBER 14, 2014

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Deputy Clerk Becky Cowan

ABSENT: Commissioner Kathryn Alder - Vacation

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Tammy Bartlett, Dale Stafford, Audrey Jensen, Deborah Cook, Jessica Rodriguez, and James Vavrek.

APPROVED KEY REQUEST

The Board approved a key request for John Klauer.

CONSIDER GRANTING FEE REFUNDS FOR LUNA PROPERTY TRUST AND JACKIE WARREN AT THE REQUEST OF DSD

The Board met today at 9:39 a.m. to consider refund request resolutions for Luna Property Trust and Jackie Warren. Ms. Nilsson provided a summary of each request: Luna Property Trust filed an application for a short plat. The applicant decided to withdraw the application and revise the request. The refund amount requested was reduced by calculation of expenses incurred by staff and an engineering review. The total amount requested by the DSD Director is \$800. In the case of Jackie Warren, Home Depot made an application for the customer, Jackie Warren, to re-roof a building. A \$50 fee was paid by Home Depot. Home Depot requested a refund of charges because the customer changed their mind. The building permit application was withdrawn. Commissioner Hanson made a motion to sign the refunds for Luna Property Trust and Jackie Warren. Commissioner Rule seconded the motion and it carried unanimously.

The meeting concluded at 9:41 a.m. Copies of the signed resolutions and audio recording of the meeting are available in the Commissioners' Office.

CONSIDER SIGNING FALL 2014 COURTHOUSE REMODEL PROJECT -
DEMOLITION PHASE CONTRACT; CONSIDER SIGNING; INSTALLATION OF
TRAFFIC SIGNAL AT KARCHER ROAD AND LAKE AVENUE PROJECT
CONTRACTOR CONTRACT; LEGAL STAFF UPDATE

The Board met today at 10:05 a.m. to consider signing contracts and receive a legal staff update. Present were: Commissioners Steve Rule and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed and Deputy Clerk Becky Cowan. Mr. Laugheed advised the Board that the bids for the installation of a traffic light at Karcher Road and Lake Avenue were opened yesterday but due to staffing and county issues, the bids have not been reviewed. Mr. Laugheed requested the notice of award be continued to a date not yet certain to allow time for review and consideration. The contract for the courthouse demolition has been received along with all other paperwork, but the contract is not signed. Mr. Laugheed will follow up to obtain a signed contract before requesting a meeting with the Board to consider signing the contract. No motion or action was needed per Mr. Laugheed. A request was made to enter into Executive Session at 10:07 a.m. to discuss records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows: Commissioner Hanson made a motion to enter into Executive Session pursuant to Idaho Code 67-2345 (1) (d). Commissioner Rule seconded the motion. A roll call vote was taken on the motion with Commissioners Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed and Deputy Clerk Becky Cowan. The meeting concluded at 10:28 a.m. with no decision being called for in open session. A copy of the open portion of the meeting is available in the Commissioners' Office.

FIFTH DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO NOVEMBER 17, 2014

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

APPROVED CLAIMS ORDER - ADVANCE VISA'S

The Board of Commissioners approved payment of County claims in the amount of \$16,373.97 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Juvenile Detention in the amount of \$3,353.58 to VLCM.

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for: Brett Hartley, David Minshall, Julie Cornell, and Angie Martinez.

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 Kathy Alder, Facilities Manager Paul Navarro, PIO Joe Decker, and Deputy Clerks Kelly Martinez, Becky Cowan and Monica Reeves. The items discussed were general in nature. Ms. Cowan and Ms. Martinez left at 8:36 a.m. Joe Decker reported on the following communication issues: he may attend a social media training for law enforcement tomorrow, the Idaho Press-Tribune will do another interview with Public Defender Tera Harden; he is working to change the courthouse directory displays now that some offices have relocated to the administration building; he talked with the Sheriff about publicity for the *Shop with a Cop* event where local children are able to have breakfast and go Christmas shopping with a police officer; media likely won't send reporters to cover the event since it's held early on a Saturday morning so Mr. Decker will take video and provide footage to the television stations; Western Canyon Chronicle sent a reporter to do a follow-up interview on the dispatch center; the IPT reported that the Fair won an international award; the Department of Health and Welfare has asked if the Board would be willing to sign a proclamation for National Adoption Month. The Board has no problem with the request. Paul Navarro reported on the following facilities issues: a fan motor has failed in the indigent services department and some employees were sent home because the temperature reached only 60 degrees, and because the contractor has been slow to repair the fan, Mr. Navarro will contact ESI (the general contractor) to see if they can get the subcontractor to take action. The HR build out is in full swing; he received requests to put up another sign outside the courthouse directing people to pay their taxes at the administration building since the current signs aren't being noticed; the concrete project

at the animal shelter has been cancelled due to weather conditions; all of the public defender files that were stored in Mark Mimura's office in Meridian have been moved and are now stored and categorized in the containers that Mark Tolman purchased. Jeff Breach reached out to Mr. Navarro regarding a remodel to convert some of his space to community service, but nothing will happen until the problem solving courts are moved to the old building maintenance shop. He said Mr. Breach has good ideas and the project is already ramping up with people in community service; a plan has been prepared and Mr. Navarro will bring it to the Board at a later date. The HVAC work and some of the electrical work will be done in-house. The Trial Court Administrator and the Administrative District Judge asked Mr. Navarro to consider making the drug testing area for the problem solving courts large enough to accommodate future needs of the SILD office for community service and possible misdemeanor probation and juvenile probation. Mr. Kessler and Judge Ryan have reviewed the blue prints and agreed the space is large enough to accommodate testing in that lab for multiple agencies. The meeting concluded at 8:48 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING CITY COUNTY NARCOTICS UNIT MUTUAL ASSISTANCE COMPACT-2014 REVISION; AND CONSIDER SIGNING CANYON COUNTY HISTORIC PRESERVATION SUPPORT AWARD AGREEMENT WITH COLLEGE OF WESTERN IDAHO FOUNDATION

The Board met today 9:05 a.m. to consider signing a City County Narcotics Unit (CCNU) Mutual Assistance Compact - 2014 Revision, and a Canyon County Historic Preservation Support Award Agreement with the College of Western Idaho Foundation. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Prosecutor Bryan Taylor, and Deputy Clerk Monica Reeves. The CCNU is a three-body entity that includes the Canyon County Prosecutor's Office, the Canyon County Sheriff's Office, and the Caldwell City Police Department. The MOU needed to be revised since it included outdated signatures. Prosecutor Taylor, Sheriff Donahue and Chief Allgood have signed the compact and now they need the Board's approval as well as Mayor Nancolas's approval. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the City County Narcotics Unit (CCNU) Mutual Assistance Compact - 2014 Revision. (See Agreement No. 14-141). Commissioner Hanson made a motion to sign the Canyon County Historic Preservation Support Award Agreement with the College of Western Idaho Foundation. The motion was seconded by Commissioner Alder and carried unanimously. (See No. Agreement No. 14-142). The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 9:46 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, Kathy Alder and Craig Hanson, Chief Probation Officer Elda Catalano, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Ms. Catalano is requesting to use the Public Meeting Room in the Administration Building for a staff Christmas party on December 20 and the Board would like her to contact Facilities for scheduling; Ms. Catalano said her department would like to raffle off some items to raise some money for the Christmas party; seven staff members are attending POST academy this month; and a discussion about receipting money for juvenile fees in the ISTARs system and the reporting of payments. Ms. Catalano said the Clerk's Office would like one report for what juvenile offenders owe. Commissioner Hanson said if there isn't a system in place that does the type of reporting the Clerk is looking for, Ms. Catalano can't be expected to report data that way. Mr. Kessler said hopefully when the Odyssey system is implemented the financial side will be a little bit more flexible. All of the money is being accounted for, it is just not all reported in one system. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:00 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE 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, Kathy Alder and Craig Hanson, Development Services Director Tricia Nilsson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: budget and permit summary information; personnel updates; and a discussion regarding kennel licenses. Director Nilsson gave an update on the Sawtooth zoning ordinance which is being tabled until December. 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.

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

The Board met today at 10:16 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, IT Development Manager

Don Brown, IT Tech. Manager Cheryl Lane, IT Business Analyst Shawn Adamson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: update on the presentation from ADP about their new version of software; compensation study information update; and an update on the claims process within the OnBase system as well as the Assessor's Office OnBase project. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:22 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 10:34 a.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Fleet Director Mark Tolman, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: update on the weed and pest control trucks; one minor patrol car crash; and a request for an additional truck for the Weed and Gopher Department which would come out of the Pest Control budget line. Commissioner Hanson said if the money has been budgeted for it and it makes sense then it is okay. Commissioner Rule and Commissioner Alder agreed. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:41 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:45 a.m. for a biweekly meeting with the Director of Misdemeanor Probation to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Director of Misdemeanor Probation Jeff Breach, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Director Breach met with Facilities Manager Paul Navarro to discuss a possible office space remodel and Commissioner Rule believes it is wise to look at long term options at this point if possible. The Board discussed the space issue with Director Breach to see what it would take to make something work. Director Breach said they are looking to potentially utilize the drug testing lab that the drug court may be getting. Commissioner Alder said that is our whole plan to combine all of the drug testing to one place because it would be so much cheaper. Mr. Kessler said they determined that the space would work for the drug testing so they would just need to get sufficient staff. Director Breach said the community service program is growing and has over 30 participants right now. The items discussed were general in

nature and did not require Board action. The meeting concluded at 10:57 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIXTH DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO NOVEMBER 18, 2014

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,768.85 to Star Media Promotion.

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

The Board met today at 8:47 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, Kathy Alder and Craig Hanson, Human Resources Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: there have been two part-time employees hired in the Human Resources Department for the front desk position; the two new employees will be doing a job share and Director Eiband's hope is other departments will see that alternative job structures can be really successful; Director Eiband discussed the compensation analysis project and that she would like to bring in a professional to really analyze the law enforcement personnel salaries; Director Eiband said she set aside \$20,000 in her budget to help pay for this outside analysis. Commissioner Rule said he is in favor of this idea for the POST certified positions not for the whole department. Director Eiband said the study would not be done for clerical or administrative positions. Commissioner Alder said the detention center is different than patrol; there are two different POST certifications. Commissioner Alder wants to make sure the study looks at the whole picture, including city police forces, and doesn't just look at the population to determine how many law enforcement positions the County needs. Commissioner Hanson said the issue for him is with the patrolman and detention officers in regard to separating those out. Commissioner Alder said they should be compensated for where they work. Commissioner Hanson said IT is also working on a compensation issue where they are

surveying job titles and tasks which don't coincide with the market adjustment we already did. Commissioner Hanson said we need to look at other markets and other jobs and believes it is wise to hire an outside entity to come in and do the analysis. Commissioner Alder gets a little concerned bringing outside people in to do the survey and suggested looking at an average of the County's cities pay rates for these deputies and comparing that to where the County is at. Director Eiband clarified that we should be setting the parameters for the study. We could tell them we want them to look at the conditions of working in our jail or to look at the fact of what our per capita is in Canyon County. They would look at all of the factors that we specify and customize the report to be specific to our request. Commissioner Alder also addressed the purchase order process explaining that anything over \$1,000 should be submitted initially on a purchase order rather than straight through to a claim. At 9:07 a.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Hanson made a motion to go into Executive Session at 9:07 a.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d) to discuss a personnel matter and records exempt from public disclosure. The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Human Resources Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 9:41 a.m. with no decision being called for in open session.

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

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

The Board met today at 9:42 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, Kathy Alder and Craig Hanson, Admin. Assistant Marilee Davis, Training Coordinator Sean Brown, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: 372 community service hours have been completed since June; Shawn Anderson did appropriate use of force training for new employees; 2,209 pounds of produce has been collected this year from the garden; Debbie Geyer from City of Caldwell is canning the pumpkins for Veterans in need; discussion about therapy dogs at the facility; they are

making quilts for the Veterans home; discussion about doing a non-secure area in the upper portion of "C" wing. The Board briefly went off the record at 9:49 a.m. to get a map of the facility and went back on the record at 9:50 a.m. to continue the discussion regarding the best utilization for that particular space. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:57 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING DESIGNATED EXAMINER AGREEMENT WITH LAWRENCE BANTA, M.D.

The Board met today at 9:57 a.m. to consider signing a Designated Examiner Agreement with Lawrence Banta, M.D. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, and Deputy Clerk Kelly Martinez. Upon the motion by Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the Designated Examiner Agreement with Lawrence Banta, M.D. The signed agreement, No. 14-143, is on file with this day's minute entry. The meeting concluded at 9:58 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SEVENTH DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO NOVEMBER 19, 2014

PRESENT: Commissioner Kathryn Alder
 Commissioner Craig L. Hanson
 Deputy Clerk Monica Reeves

ABSENT: Commissioner Steven J. Rule, Chairman - Vacation

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$8,700.00 to Spillman Technologies, Inc.

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for Rob Hopper.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2014-041979, 2014-042040, 2014-042041, 2014-042042, 2014-042044, 2014-041973, 2014-041974, 2014-041975, 2014-041976, 2014-041977, 2014-041978, 2014-041980, and 2014-041984.

EXECUTIVE SESSION – PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

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. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Kathy Alder and Craig Hanson, Prosecutor Bryan Taylor, Deputy P.A. Leon Samuels, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:48 a.m. with no decision being called for in open session.

EIGHTH DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO NOVEMBER 20, 2014

PRESENT: Commissioner Kathryn Alder
 Commissioner Craig L. Hanson
 Deputy Clerk Monica Reeves

ABSENT: Commissioner Steven J. Rule, Chairman – Vacation

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Rachel Watson.

NATIONAL ADOPTION MONTH PROCLAMATION

The Board signed a Proclamation proclaiming November 2014 as National Adoption Month in Canyon County. The signed Proclamation is on file with this days' minute entry.

CONSIDER SIGNING LEGAL NOTICE OF ENTERING INTO PERSONAL SERVICES CONTRACT WITH LAWRENCE BANTA, M.D.; AND THE AGREEMENT FOR THE FALL 2014 CANYON COUNTY COURTHOUSE REMODEL PROJECT - DEMOLITION PHASE

The Board met today at 9:01 a.m. to consider signing a legal notice of entering into a personal services contract with Lawrence Banta, MD; and the agreement with Ideal Demolition Services, LLC, for the Fall 2014 Canyon County Courthouse Remodel Project - Demolition Phase. Present were: Commissioners Kathy Alder and Craig Hanson, Prosecutor Bryan Taylor, Facilities Manager Paul Navarro, Trial Court Administrator Dan Kessler, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the legal notice of entering into a personal services contract with Lawrence Banta, MD, which is on file with this day's minute entry. With regard to the agreement with Ideal Demolitions Services, Mr. Navarro said they are ready to start on November 24, and they anticipate 100% completion within eight weeks so by the second or third week in January we should be ready to start the construction phase. Once we meet 50% of demolition the architect will finalize the drawings and submit them to the City of Caldwell and then they will be put out for bid. Commissioner Alder said the reason the drawings aren't complete is because we have no idea what we'll find during the demolition phase. Mr. Navarro said that is correct; we do not have drawings from 1974 so we are building them now. The agreement has been reviewed by the Prosecutor's Office and it is appropriate for the Board to sign. Mr. Navarro said he confirmed with the Controller that URA funds will pay for the project. The Board was pleased to hear that. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the agreement for the Fall 2014 Canyon County Courthouse Remodel Project - Demolition Phase. See Agreement No. 14-144. The meeting concluded at 9:07 a.m. An audio recording is on file in the Commissioners' Office.

NINTH DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO NOVEMBER 21, 2014

No meetings were scheduled for this day.

TENTH DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO NOVEMBER 24, 2014

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

APPROVED CLAIMS ORDER NO. 11-25-14

The Board of Commissioners approved payment of County claims in the amounts of \$74,025.00, \$39,632.89, \$43,639.37, \$81,960.08, \$166,873.58, \$73,668.15, \$76,370.58, and \$117,261.21 for accounts payable.

APPROVED CLAIMS ORDER NO. 1504

The Board of Commissioners approved payment of County claims in the amount of \$1,318,220.95 for a County payroll.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Amy Kramer, Monica Morrison, and Sharon Vickerman.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Human Resources Department in the amount of \$1,151.96 to VLCM.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Human Resources Department in the amount of \$1,294.32 to United Micro Data.

CONSIDER SIGNING RESOLUTION TO APPROVE THE ADDITION OF ONE POSITION TO THE HUMAN RESOURCES DEPARTMENT

The Board met today at 8:15 a.m. to consider signing a resolution to approve the addition of an HR Generalist position to the Human Resources Department. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, HR Administrative Supervisor Michelle Britain, and Deputy Clerk Monica Reeves. Commissioner Hanson said the HR Department continues to grow and has more and more responsibilities; it is a functioning HR Department. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the resolution adding one Senior Human Resources Generalist position to the HR Department. See Resolution No. 14-227. The meeting concluded at 8:17 a.m. An audio recording is on file in the Commissioners' Office.

FILE IN MINUTES

The Board filed the Treasurer's September 2014 report, Quarterly report, and annual report in today's minutes.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Craig Hanson, and Kathy Alder, Facilities Manager Paul Navarro, PIO Joe Decker, and Deputy Clerks Kelly Martinez and Monica Reeves. The items discussed were general in nature. Ms. Martinez left at 8:34 a.m. Joe Decker reported on the following communication issues: He reached out to Pat Quinn on the sale of the celebration book; he asked if the employees will be able to purchase a book at the discounted rate of \$22.50, which is the rate the County paid for the books. Commissioner Alder said that question should be asked of Mr. Quinn. A month ago Mr. Decker worked with the Prosecutor's Office on a news story with Channel 6 and Channel 9 and he requested a DVD of the story that aired and the DVD's are now available and ready for pickup. He posted holiday office closure information on the website and he will reach out to the Idaho Press-Tribune as well. He has worked with the Prosecutor's Office on the community prosecution advisory board matters. Paul Navarro reported on the following facilities issues: He will attend a hearing today that

Pioneer Irrigation District is having about the County's proposed traffic light at Karcher Road and Lake Avenue; DEQ sent a letter regarding the property located at 304 N. 12th Avenue (the old maintenance shop) and they are willing to close it as long as the County enters into an environmental covenant that restricts the property to nonresidential use with no ground water extraction. Commissioner Rule said the County can do that. Mr. Navarro said there are some forms we have to fill out for DEQ and the EPA and he will work with the Prosecutor's Office to start the process. The HR office build-out is rapidly finishing up with completion to occur by next Friday. The bathroom doors on the second floor of the administration building are done; the third floor doors are installed but there is more work to do, and the first floor door installation starts today. His staff built additional signs to help direct people to the administration building for tax payments. Staging for the courthouse demolition project starts today. Commissioner Hanson asked about the misdemeanor probation construction project. Mr. Navarro is waiting for Steve Jett to return to the office so he can discuss the plans with him; he has reached out to Rick Bugatsch about it though. The meeting concluded at 8:42 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - ACQUISITION OF AN INTEREST IN REAL PROPERTY, RECORDS EXEMPT FROM PUBLIC DISCLOSURE, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

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

Commissioner Alder made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 67-2345(1) (c), (d) and (i). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:26 a.m. with no decision being called for in open session.

ELECTED OFFICIALS MEETING

The Board met today at 9:32 a.m. to for an elected officials meeting. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Clerk Chris Yamamoto, Assessor Gene Kuehn, Treasurer Tracie Lloyd, Coroner Vicki DeGeus-Morris, Prosecutor Bryan Taylor, Sheriff Kieran Donahue, and Deputy Clerk Monica Reeves. Clerk Yamamoto reported that this past election has been the best since he's been here. He received only three complaints which is the lowest amount he's received since being in office. Teamwork is at its best, and the new hardware made three hours' difference. There was a software issue that has yet to be resolved but he's sure ES&S will figure it out. The reporting of election results was an hour behind. He is losing two more people from the courts system; one cannot handle the job and the other is taking a job at the Nampa Highway District for \$4 an hour more and better benefits. He believes salaries are still behind market. The Recorder's Office, Auditor's Office and Indigent Services Office will close at 3:00 on Wednesday. Gene Kuehn reported that he attended the IAC newly elected officials conference last week, and his office is busy working on the supplement rolls and assessment rolls. Tracie Lloyd spoke of how her office is working through the online system to help people sign up for e-statements. Vicki DeGeus-Morris reported that she met with the newly elected Ada County Coroner and is looking forward to an improved working relationship between the two counties. Prosecutor Taylor said his civil staff is back today after being out last week to attend a conference. He met with the new Ada County Prosecutor and reported that their offices will continue working together on conflict cases. Both offices are conflicting everything to each other basically because the Attorney General's Office will hardly take any cases. Prosecutor Taylor has a fulltime deputy that has an office in Ada County. Sheriff Donahue informed the group that Lt. Todd Herrera has taken a position with the State Homeland Security. He said it was a blow to lose Lt. Herrera who has a 25-year history at the County, but the Sheriff is confident in the replacement, Dave Schorzman, who has a tremendous amount of experience with the military command staff level, so he looks forward to a smooth transition. The Sheriff spoke of the City of Middleton's efforts to form its own police department which may be more costly than what the County charged the city for law enforcement services. The Sheriff's Office is still responding to calls within the city and the command staff is working with Chief Zimmerman on any questions he may have. The Sheriff lost one deputy to the new Middleton Police Department and he will lose another to the Nampa Police Department for a \$4 an hour salary increase. He's also expecting to lose two canine handlers which will be a huge hit to that program. The Sheriff sent a quote for a press release for the US Attorney's office that dealt with a two-year investigation of the Northside gang in Nampa that resulted in 14 federal indictments being handed out. Clerk Yamamoto asked about the firearms that are listed on an online auction site with a reference being made to Sheriff seizures. The Sheriff explained that those guns are obtained either when a felon releases a firearm to the state or the Sheriff's Office, or when the owner cannot be located. The Sheriff's Office contracts with three federal firearm licensed dealers who

submit bids to purchase a “batch” of firearms and it’s through that sale that a dealer may offer the firearms for sale through other avenues, such as online auctions. Prosecutor Taylor pointed out that firearms used in a crime, such as a homicide or aggravated battery for example, will remain in evidence and will not be sold. The meeting concluded at 9:52 a.m. An audio recording is on file in the Commissioners’ Office.

CONSIDER SIGNING A RESOLUTION APPROVING THE CANYON COUNTY LAND ACQUISITION AND PARKING LOT CONSTRUCTION PROJECT AND REQUESTING REIMBURSEMENT FOR PROJECT COSTS FROM THE URBAN RENEWAL AGENCY OF THE CITY OF CALDWELL, IDAHO

The Board met today at 10:01 a.m. to consider signing a resolution approving the Canyon County Land Acquisition and Parking Lot Construction Project and requesting reimbursement for project costs from the Urban Renewal Agency (URA) of the City of Caldwell. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Leon Samuels, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Zach Wagoner said the resolution refers to the following properties around the courthouse campus: 1200 block of Chicago; corner of 12th and Albany; 10th and Albany; and Belmont Street, across from the crime lab. Sam Laugheed said we have taken all the projects that were complementary to and associated with the construction of the administration building project and we are asking the Caldwell URA to approve and authorize reimbursement from leftover bond proceeds that were used for the construction of the administration building to pay for these other projects. This was contemplated by the initial URA bond resolution in 2012 and facilitated because we received approximately \$8.5 million in order to construct the administration building but the Board’s conservative approach to the construction of that building resulted in the recent completion of June 2014 of what we’re describing as a functional and aesthetically pleasing facility at a total cost of \$6,958,326. Mr. Wagoner has figured out how much the County spent in separate taxpayer dollars for what we’re calling the land acquisition parking lot construction projects and that would be the acquisition of properties, procurement of construction services for parking lots, asphalt, grading, etc., for a total of \$1,029,016 and so this resolution declares that the construction project expenses that were incurred as a consequence of complement to the URA funding construction of the administration building. Mr. Laugheed said we confirmed the procurement processes and expenses were according to law and we asked the Caldwell URA to approve those construction projects as a qualified urban renewal project and to authorize the release of those remaining bond proceeds to reimburse the County for these expenses. We also say these remaining proceeds, when given to us, will go to that reimbursement exclusively. Commissioner Rule said the projects did not raise property taxes. For many years the County has had parking problems around the courthouse and rather than spending several million dollars to

construct a parking garage to alleviate parking problems the Board chose to purchase adjacent properties to be converted into parking lots for just over one million dollars. He is very pleased with the projects and believes the County will be in good shape for quite some time in terms of parking. Commissioner Alder said this has been a great project for the County because it has allowed us to expand without asking taxpayers for additional funds. Mr. Laugheed said the Caldwell URA will meet on December 2 and will then be able to authorize by its own resolution the release of those bond proceeds to the County. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to approve the resolution approving the Canyon County Land Acquisition and Parking Lot Construction Project and requesting reimbursement for project costs from the Urban Renewal Agency of the City of Caldwell. (See Resolution No. 14-228.) The meeting concluded at 10:07 a.m. An audio recording is on file in the Commissioners' Office.

UNSCHEDULED REVENUE HEARING FOR THE E911 FUND

The Board met today at 10:09 a.m. for an unscheduled revenue hearing for the emergency communications (E911) fund. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Controller Zach Wagoner, Clerk Chris Yamamoto, and Deputy Clerk Monica Reeves. Mr. Wagoner said the unanticipated revenue came to the County during Fiscal Year 2014 in the form of a grant in the amount of \$110,825. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the resolution for the unscheduled revenue in the amount of \$110,825. See Resolution No. 14-229. The meeting concluded at 10:10 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTION TO GRANT PROPERTY TAX EXEMPTION TO WOODGRAIN MILLWORK, INC.

The Board met today at 10:30 a.m. to consider signing a resolution to grant a property tax exemption to Woodgrain Millwork, Inc. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Assessor Gene Kuehn, Nampa Economic Development Director Beth Ineck, David Eastman, the Corporate Tax Director for Woodgrain Millwork, and Deputy Clerk Monica Reeves. Beth Ineck has been working with Woodgrain Millwork on what incentives are available for a new investment in their Nampa facility and in July they met with the County and the Board expressed its willingness to consider a 75% exemption for a new investment in the Nampa site. David Eastman said they are going to construct a new warehouse on existing land to accommodate increased demand for what they are manufacturing and to optimize the production process. Mr. Eastman verbally agreed to the conditions that are listed in the proposed resolution. Gene Kuehn said his appraisers will work with

Woodgrain Millwork to obtain the required cost information. He asked what type of personal property will be in the warehouse. Mr. Eastman said it will be a specialized piece of equipment that they have obtained bids on: the first is a bid for \$1.5 million from a vendor in Italy and the competing bid is double that amount from a vendor in the United States so they will probably go with the Italian manufacturer. Brad Goodsell said the statute requires that there be a project period listed so he plugged in November 2014 through December of 2015. Mr. Eastman said that is reasonable, and actually they have already started investing in the building which they hope to have done by March and once the equipment is ordered they hope to have everything ready by the end of next year. He said it looks like the building itself will come close to \$3 million without the equipment but with everything included they are counting on exceeding that number. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the resolution granting Woodgrain Millwork, Inc., a property tax exemption pursuant to Idaho Code 63-602NN. (See Resolution No. 14-231.) The meeting concluded at 10:41 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTION TO GRANT A REFUND OF BUILDING PERMIT FEES TO JAY GIBBONS

The Board met today at 10:46 a.m. to consider signing a resolution to grant a refund of building permit fees to Jay Gibbons in the amount of \$173.42. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Tricia Nilsson said Mr. Gibbons' client reduced the structure that they were proposing to build and therefore it triggered a reduction in the building permit fees. Typically the difference is refunded. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the resolution to grant a refund of building permit fees to Jay Gibbons and his client. (See Resolution No. 14-230.) The meeting concluded at 10:48 a.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO NOVEMBER 25, 2014

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Susan Clark and Guillermo “Bill” Martinez.

APPROVED KEY REQUEST

The Board approved a key request for Guillermo “Bill” Martinez.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#14-232 Wilder Lounge PTR DBA Wilder Lounge

APPROVED SEPTEMBER 2014 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of September 2014 were read and approved and found to be a proper record of the proceedings of the Board of Commissioners of Canyon County, Idaho. Also approved was the synopsis for publication. Minutes of the Board of Canyon County Commissioners' meetings are on file in the Commissioners' Office and may be viewed upon request.

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

The Board met today at 8:31 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Information Officer Rob Hopper, IT Development Manager Don Brown, IT Development Manager Shawn Adamson, and Deputy Clerk Monica Reeves. The following topics were discussed: Cyber security training; audit update from IT’s perspective; there are two areas where IT is weak: 1. Fire suppression for the data center, which will be addressed during the courthouse remodel project; and 2. The elevation of privileges. IT needs to change its processes to reduce the use of elevated privileges and improve the auditing of elevated privileges when they are invoked. He will likely request a security officer during next year’s budget process. (Commissioner Alder left at 8:39 a.m.) Mr. Hopper presented the Board with employee mobile device option authorization forms for the following

department heads: Jim Martell, Dan Kessler, Tom Bicak, Mark Tolman, Jerry Neufeld, Joe Decker, and Paul Navarro. The forms are on file with this day's minute entry. The meeting concluded at 8:44 a.m. An audio recording of the meeting is on file in the Commissioners Office.

CONSIDER SIGNING PROSECUTION SERVICES TERM AGREEMENT BETWEEN CANYON COUNTY, CANYON COUNTY PROSECUTING ATTORNEY AND CITY OF WILDER; AND A PROSECUTION SERVICES TERM AGREEMENT BETWEEN CANYON COUNTY, CANYON COUNTY PROSECUTING ATTORNEY AND CITY OF PARMA

The Board met today at 8:45 a.m. to consider signing Prosecution Services Term Agreements between Canyon County, the Canyon County Prosecuting Attorney and the City of Wilder and with the City of Parma. Present were: Commissioners Steve Rule and Craig Hanson, Prosecutor Bryan Taylor, and Deputy Clerk Monica Reeves. The Prosecutor's Office has been providing city prosecution services for the Cities of Wilder and Parma for quite some time, and it was recently discovered both prosecution contracts were outdated so Prosecutor Taylor drafted new contracts. The fee arrangements will stay the same; the only change will be the updated signatures of the current officials. The city councils have approved the new contracts and the police chiefs have acknowledged the contracts as well. Prosecutor Taylor said the fee charged is very minimal for the amount of cases they handle and it's a great service for the small municipalities that do not have major resources and it's nice for his office because it puts everything under one umbrella. Commissioner Rule said Mayor Bechtel has mentioned to him how pleased he is with the service. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the Prosecution Services Term Agreements between Canyon County, the Canyon County Prosecuting Attorney and the City of Wilder and the Prosecution Services Term Agreements between Canyon County, the Canyon County Prosecuting Attorney and the City of Parma. (See Agreement Nos. 14-145 and No. 14-146.) The meeting concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - ACQUISITION OF AN INTEREST IN REAL PROPERTY, RECORDS EXEMPT FROM PUBLIC DISCLOSURE, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 1:34 p.m. for a legal staff update. A request was made to go into Executive Session to discuss the acquisition of an interest in real property, records exempt from public disclosure and to communicate with the County's risk

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

Commissioner Hanson made a motion to go into Executive Session at 1:35 p.m. pursuant to Idaho Code, Section 67-2345(1) (c), (d) and (i). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Mr. Goodsell left at 1:41 p.m. The Executive Session concluded at 2:19 p.m. with no decision being called for in open session.

CONSIDER SIGNING THE CANYON COUNTY LAW ENFORCEMENT TOWING ORDINANCE; A RESOLUTION ESTABLISHING TOWING RATES AND FEES FOR COMPANIES PARTICIPATING IN THE LAW ENFORCEMENT TOW ROTATION LIST SYSTEM; AND A SUMMARY OF TOWING ORDINANCE

The Board met today at 2:19 p.m. to consider signing the Canyon County Law Enforcement Towing Ordinance, a resolution establishing towing rates and fees for companies participating in the law enforcement tow rotation list system, and a summary of the towing ordinance. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Mike Porter, Chief Deputy Sheriff Marv Dashiell, Captain Dana Maxfield, Lt. Bill Adams, and Deputy Clerk Monica Reeves. Mike Porter said the ordinance has been four or five years in the making and it has been reviewed by the Sheriff's Office and discussed with local towing companies. The County needs an ordinance in place to deal with emergency tow services for those instances when someone has an accident or their vehicle breaks down on the road and law enforcement responds. The County has a rotation of companies who have been pre-approved, they have an impound lot, the right insurance, and the equipment to assist people in their time of need. The ordinance addresses concerns about safety and customer service and it gives the County some regulatory authority over how that is handled. The ordinance has been reviewed many times and is ready for the Board to consider. Chief Dashiell said the current policy through the Sheriff's Office was lacking in some due process activities but the new draft will give better due process and will attempt to reduce some of the complaints of price gouging that may occur with some companies. He said the ordinance includes language and fee amounts taken from the City of Boise's towing ordinance. Commissioner Hanson is aware of instances where people had a hard time making contact with the towing company when trying to get their vehicle out of impound so there should be language about staffing the lot so people can get their vehicles. Chief Dashiell said that is a complaint the Sheriff's Office has had to address and it is spelled out clearly in the new ordinance. He said we may get some resistance

from the companies and if this is adopted the companies will be given a deadline to make application for being added onto the tow rotation. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the law enforcement towing ordinance as well as the resolution establishing towing rates and fees for companies participating in the law enforcement tow rotation list, and the summary of the towing ordinance. (See Ordinance No. 14-017 and Resolution No. 14-233.) The meeting concluded at 2:25 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING RENEWAL MEMORANDUM OF AGREEMENT BETWEEN ADA COUNTY AND JUVENILE CORRECTIONS CENTER NAMPA AND IDAHO DEPARTMENT OF JUVENILE CORRECTIONS

The Board met today 2:26 p.m. to consider signing a renewal Memorandum of Agreement between Ada County and Juvenile Corrections Center Nampa and Idaho Department of Juvenile Corrections for the housing of juvenile inmates in the case of an evacuation. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Juvenile Detention Director Steve Jett, and Deputy Clerk Monica Reeves. Zach Wesley said the renewal has the same terms that have been used in the preceding years. This year Ada County offered an amendment to Section 15 (the indemnification clause) that requires the sending facility to hold harmless and indemnify the receiving facility for any problems that may be caused. The new language limits those claims only to the extent the sending facility could be liable under state and federal statutes, regulations, common law or other law. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the renewal Memorandum of Agreement between Ada County and Juvenile Corrections Center Nampa and Idaho Department of Juvenile Corrections. (See Agreement No. 14-147.) The meeting concluded at 2:29 p.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DISCUSS INVOLUNTARY HOLD FACILITIES AGREEMENTS AND FY2015 RATE CHANGE REQUESTS

The Board met today at 2:32 p.m. to discuss involuntary hold facilities agreements and FY2015 rate change requests. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Indigent Services Director Michele Chadwick, Deputy P.A. Zach Wesley, and Deputy Clerk Kelly Martinez. Mr. Wesley said there are a couple of items to discuss today but he would like to go into Executive Session to discuss some contractual matters as well as some pending claims. At 2:33 p.m. the Board went into Executive Session as follows:

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

Commissioner Alder made a motion to go into Executive Session at 2:33 p.m. pursuant to Idaho Code, Section 67-2345(1) (d), (f) and (i). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Indigent Services Director Michele Chadwick, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 2:44 p.m.

While in open session, Mr. Wesley said we are in the process of negotiating the FY2015 agreement with West Valley Hospital for involuntary hold patients. Idaho Code basically makes the County responsible when someone is placed on an involuntary hold and they are indigent. Previously, we have had a fixed flat contractual rate with West Valley which expired on September 30, 2014. We are working to get a new contract in place. West Valley Hospital has asked for a rate increase for the Emergency Room fee which was \$182.50 and they are proposing \$195 as well as the psychiatric stay fee per night was \$728 and they are proposing \$750. Mr. Wesley said because we are outside of our normal contract negotiation time frame, he wanted to bring it to Board's attention and get direction on proceeding with the proposed rates. The alternative is to pay West Valley Hospital at the Medicaid rate; statutorily the County is responsible either at the Medicaid rate or a contract negotiated rate. The Indigent Services Department looked at the numbers under the Medicaid rate and they believe we will come out a little better going with the fixed contractual rate proposed. Commissioner Alder said it makes sense to go ahead and move forward with the rates West Valley is proposing. Commissioner Hanson agreed that it makes sense with the explanation received today. Mr. Wesley said if the Board chooses, the Prosecutor's Office will come back with a contract formally in front of the Board once it is finalized. Commissioner Rule said that sounds good, that is the direction of the Board. The meeting concluded at 2:47 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING WITH PUBLIC DEFENDER TO DISCUSS POST-CONVICTION CASES

The Board met today at 3:01 p.m. to meet with the Public Defender to discuss post-conviction cases. Present were: Commissioners Steve Rule and Craig Hanson, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Commissioner Hanson said there has been a request to continue the meeting to tomorrow. Upon the motion by Commissioner Hanson and a second by Commissioner Rule, the Board voted unanimously to continue this meeting to tomorrow, November 26, 2014 at 8 a.m. The

meeting concluded at 3:02 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

TWELFTH DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO NOVEMBER 26, 2014

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Melinda Chynoweth, Todd Herrera, and David Schorzman.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Weed Control Department in the amount of \$26,722.00 to Corwin Ford.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Pest Control Department in the amount of \$41,736.00 to Corwin Ford.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2014-043312, 2014-043313, 2014-043314, 2014-043315, 2014-043316, 2014-043317, 2014-043318, 2014-043319, 2014-043320, 2014-043301, 2014-043302, 2014-043303, 2014-043304, 2014-043305, 2014-043306, 2014-043307, 2014-043308, 2014-043309, 2014-043310, and 2014-043311.

MEETING WITH PUBLIC DEFENDER TO DISCUSS POST-CONVICTION CASES

The Board met today at 8:05 a.m. for a meeting with the Public Defender to discuss post-conviction cases. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Public Defender Tera Harden, Trial Court Administrator Dan Kessler, and Deputy Clerk Monica Reeves. The Board copied Ms. Harden on a complaint letter it received from Michael McCoy regarding conflict counsel services provided by the Nelson Law Firm. According to Ms. Harden, Mr. Nelson did not bill the County; he visited the client and talked with the client but he was not the original lawyer on the case. She has asked him to document what he did in his very limited role with this particular client. Ms. Harden explained how the post-conviction process works. When a case gets past the appellate process it moves to post-conviction relief which is a civil process with very rigid rules that have to be followed. You have the record that was done at the trial court level so if they're saying there was ineffective assistance of counsel it's not the lawyer that's pushing the case forward it's another lawyer and they're going back and analyzing what was done. Dan Kessler said you will often see these cases on appeal where the courts routinely deny petitions, most of the time without hearing; it's very seldom one is overturned. Ms. Harden said a petition is filed and they request appointment of counsel so the judge will look at that and appoint counsel generally and then the lawyer reviews that petition to see if there is anything to add and if there is great, and if not they submit a supplement or a brief and the judge typically rules on the pleadings. It's very rare to have a hearing. She can think of only one instance when Judge Huskey granted one this summer and it was based on ineffective assistance of counsel. Mr. Kessler said Judge Huskey is doing most of these because she had the expertise at the state appellate public defender level and she has the process down to a fine art. Ms. Harden said it is difficult to find lawyers to take the post-conviction cases because the cases are unpleasant; however, the clients will have representation. She spoke of how the Idaho Legislature has streamlined the process. Mr. Kessler said the thing that's odd about this is they are "civil" proceedings but it's all about criminal procedure and cases. Ms. Harden wanted to make sure the Board knew she dealt with it and she's on top of those lawyers who handle those cases. The meeting concluded at 8:16 a.m. An audio recording is on file in the Commissioners' Office.

CONTINUE MEDICAL INDIGENCY HEARINGS

The Board met today at 8:46 a.m. to go on the record and continue medical indigency hearings. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to continue the following case by signed stipulation as follows:

Case No. 2014-625 was continued to February 5, 2015 at 9:00 a.m.

The proceeding concluded at 8:47 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2014-1400

The Board met today at 9:04 a.m. to conduct a medical indigency hearing for Case No. 2014-1400. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant and his spouse, and Deputy Clerk Kelly Martinez. A hospital representative was not present at today's hearing. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to uphold the original denial dated September 19, 2014. The hearing concluded at 9:14 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIAL DATES FOR MEDICAL INDIGENCY CASES

The Board met today at 9:15 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, and Deputy Clerk Kelly Martinez. Ms. Chadwick recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2014-1315 and 2014-1583. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 9:16 a.m. An audio recording is on file in the Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 10:31 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a records exempt from public disclosure and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 10:32 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (i). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Deputy P.A. Mike Porter arrived at 10:39 a.m. The Executive Session concluded at 10:57 a.m. with no decision being called for in open session.

THIRTEENTH DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO NOVEMBER 28, 2014

Commissioners' Office was closed.

FOURTEENTH DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO DECEMBER 1, 2014

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$6,650.74 to R & H Wholesale Supply.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,680.30 to Air Van.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$4,615.00 to Robert Merrill Co.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#14-235 HFO LLC DBA Big Smoke #115

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Craig Hanson, and Kathy Alder, Facilities Manager Paul Navarro, PIO Joe Decker, and Deputy Clerks Kelly Martinez, Becky Cowan, and Monica Reeves. The items discussed were general in nature. Ms. Martinez and Ms. Cowan left at 8:34 a.m. Joe Decker reported on the following communication issues: he has been working on a news release regarding a juvenile vandalism case at the Caine Veterinary Teaching Center; he will meet with the Clerk, Assessor and the Idaho Press-Tribune regarding property values and taxes; and he's working on a press release for the Board. Paul Navarro reported on the following facilities issues: he hopes the contractors will be completed with the HR remodel on December 5 so he can get the final inspections done and close up the ceiling the following week. HR will move into the new location on December 15. He submitted a purchase order for Air Van in the amount of \$1680 to assist with moving the HR Department as well as move the Board's minutes from the storage warehouse located on Industrial Way to the Recorder's vault. He is working with the Prosecutor's Office on an Invitation for Bids for the ceiling drywall work in the building located at 304 N. 12th Avenue. He wants to repurpose the windows, doors and light fixtures from the 2nd and 3rd floor areas of the courthouse remodel areas for use in the 304 N. 12th building. Ken Fisher stopped by and Mr. Navarro spoke to him about possibly working for the County as an owner's representative for the jail expansion project. He pointed out that we have not done a Level I or geo-tech on the property and that's something we should think about. Commissioner Rule said the Board needs to have a public discussion before any work is started. Commissioner Alder said if we don't have the okay on the property the whole idea may go down so she believes the County should proceed with the study. Commissioner Rule said that's a good point and Mr. Navarro was authorized to look into the level I/geo-tech work. Commissioner Hanson said the Board has already discussed this publicly and if the land cannot hold the structure then it's not going to work. Mr. Navarro will submit purchase orders for a new badge access system for the fleet shop and to expand the wireless lock systems at the jail administration. Commissioner Rule informed Mr. Decker that the geo-tech work should be part of the press release he is working on for the Board. The meeting concluded at 8:40 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION – PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:14 a.m. with no decision being called for in open session.

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

The Board met today at 10:02 a.m. for a biweekly meeting with the Development Services Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Development Services Director Tricia Nilsson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: budget and permit summary information; the Planning and Zoning Commission held the ethanol plant hearing and Director Nilsson believes it will come before the Commissioners on appeal one way or the other; Code Enforcement position recruitment; update on transportation committees; information regarding a bicycle trail around Lake Lowell; Director Nilsson is meeting with Sabrina Anderson to discuss the Regional Technical Committee meeting in December; proposed zoning ordinance amendments for lot size correction and structure height. IT Development Manager Don Brown and IT Business Analyst Shawn Adamson arrived at 10:11 a.m. for the next meeting. Director Nilsson said she received notice that the hearing scheduled for tomorrow for a rezone request by the City of Caldwell will be moved to another date. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:13 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:15 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, IT Development Manager Don Brown, IT Business Analyst Shawn Adamson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: update on the JustWare upgrade; discussion regarding issues with custom reports and views; and a temporary document discovery process between the Prosecutor's Office and the Public Defender's Department is being implemented. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:22 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTION AUTHORIZING THE RETIREMENT OF SHERIFF'S OFFICE K9 "ARCO"

The Board met today at 10:30 a.m. to consider signing a resolution authorizing the retirement of the Sheriff's Office K9 named "Arco". Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Kelly Martinez. Chief Dashiell said last week K9 handler Brad Childers resigned to go to another law enforcement agency and he had been the handler for K9 Arco for the last six years. Arco is nearly nine years old and he has had some dental problems and as the Board is aware, the apprehension dogs are a little more physical type of dogs. Chief Dashiell said having a dog at nine years old still in service is pretty impressive. Since there is no one to step up and handle this dog, the Sheriff's Office would like to retire Arco to Brad Childers. Upon the motion by Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the resolution authorizing the retirement of the Sheriff's Office K9 named "Arco". The signed resolution, No. 14-234, is on file with this day's minute entry. The meeting concluded at 10:32 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:45 a.m. for a biweekly meeting with the Director of Misdemeanor Probation to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Director of Misdemeanor Probation Jeff Breach, and Deputy Clerk Kelly Martinez. Trial Court Administrator Dan Kessler arrived at 10:45 a.m. Topics of discussion included the

following: Director Breach gave an update on the Community Service program which is now up to 77 participants; personnel and hiring update; Director Breach will be meeting with Facilities Manager Paul Navarro tomorrow afternoon to discuss a possible work space remodel. Commissioner Rule asked Mr. Kessler to tell the judges the Board is very pleased with their use of the Community Service program. Mr. Kessler noted that the jail numbers have been a lot more manageable than they were a couple of months ago. Director Breach said they are still working with the Prosecutor's Office on a long term drug testing solution. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:54 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

FIFTEENTH DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO DECEMBER 2, 2014

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

ABSENT: Commissioner Kathryn Alder - Vacation

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Teresa Olan, Erik Ellis, and Michael Mowry.

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for: Ken Hollis, Clyde Huseby, and Winston Leonard.

SIGNED COMMUTER VEHICLE AUTHORIZATION FORM

The Board signed a Commuter Vehicle Authorization Form for David Loper.

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

The Board met today at 8:33 a.m. for a biweekly meeting with the Chief Probation Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Craig Hanson, Chief Probation Officer Elda Catalano, Trial Court Administrator Dan Kessler, Controller Zach Wagoner, and Deputy Clerk Kelly Martinez. Ms. Catalano reviewed the Juvenile Justice Annual Financial Report for 2014. Mr. Wagoner explained that on this report the expenses are done with an accrual accounting mechanism but revenue is not done with that same mechanism. The County can either adjust this number to account for revenue on a cash basis or the Controller can prepare a letter explaining the difference like he did last year. Commissioner Rule said whatever is most transparent, if it just takes a letter then he recommends that. Mr. Kessler noted he doesn't have to do a report like this but it is often a problem having these different fiscal years and if their distribution schedule gets off it throws off the County budget. Ms. Catalano prefers to have a letter so we can account for what we actually received and then have an explanation of the funds. Commissioner Rule said the fund looks healthy. Ms. Catalano said we do have some cash on hand because we didn't spend every dollar received, and she would like to keep those funds to be used to purchase equipment for the detention center as well as juvenile probation. Controller Zach Wagoner also reviewed the report and found a discrepancy in the numbers and would like to take a closer look at the report. Ms. Catalano said she will review the numbers with Mr. Wagoner and bring the report back in front of the Board at a later date. Ms. Catalano also informed the Board that Eide Bailly recently conducted a cash handling audit for juvenile probation. She has not received any feedback from the audit as of yet. Mr. Wagoner explained that Eide Bailly was onsite during November to make site visits to County locations that receive cash to review cash handling policies and processes. The meeting concluded at 8:47 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; AND CONSIDER SIGNING RESOLUTION TO ADOPT THE TITLE CHANGE FOR ONE POSITION IN THE CLERK'S OFFICE

The Board met today at 8:47 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy, and give direction as well as to consider signing a resolution adopting the title change for one position in the Clerk's Office. Present were: Commissioners Steve Rule and Craig Hanson, Human Resources Director Jeannine Eiband, Controller Zach Wagoner, Court Operations Manager Denise Kennel, and Deputy Clerk Kelly Martinez. Commissioner Hanson said this resolution is to move one Senior Court Clerk to one In-Court Magistrate Clerk and he had a question

about the Salary Rate Request submitted with this resolution in regard to the supervisor's last name. Denise Kennel said that was an error and she corrected the information on the form. Ms. Kennel said this change is because of the sheer volume of work and also because one of the In-Court Clerks in Nampa resigned and they had to use that position for the Juvenile Justice Center because they are so overwhelmed there. That left them short one In-Court Clerk so they just moved this position to cover that. Director Eiband said this person will be doing In-Court Clerk work rather than just Senior Court Clerk duties. Commissioner Hanson clarified that we are not increasing any positions at this time. Director Eiband confirmed that rather than add a position, she is moving one position to cover what they need. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the resolution adopting the title change for one position in the Clerk's Office. The signed resolution, No. 14-236, is on file with this day's minute entry. Zach Wagoner said the courts recently lost one of their star employees to a local highway district at a much higher salary, so there are still some needs in the courts. Commissioner Rule said we are recognizing there are areas we need to take another look at in regard to salaries. Zach Wagoner and Denise Kennel left at 8:56 a.m. Other topics of discussion included the following: the HR Department office move is scheduled for December 15; they will be completely shut down on the 15th and partially operational on the 16th for the move; they have hired two HR Generalist; Director Eiband will be submitting Salary Rate Requests for adjustments to the other staff in her office because of where she has hired these new employees. She would like to focus on training for the first three months of the coming year. The meeting concluded at 8:59 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 COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

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

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

GO ON THE RECORD TO CONTINUE THE HEARING REGARDING THE CITY OF CALDWELL'S REQUEST TO REZONE 170 ACRES FROM "A" TO "RR", CASE NO. RZ-PH2014-35

The Board met today at 9:46 a.m. to go on the record to continue the hearing regarding a rezone request by the City of Caldwell to rezone 170 acres from "A" to "RR", Case No. RZ-PH2014-35. Present were: Commissioners Steve Rule and Craig Hanson, DSD Director Tricia Nilsson, DSD Planner Deb Root, Jarom Wagoner from the City of Caldwell, and Deputy Clerk Monica Reeves. Commissioner Rule said Commissioner Alder is not here today so the Board wants to continue the hearing to a new date when all three Commissioners are present. The new hearing date will be December 30, 2014 at 10:00 a.m. Jarom Wagoner said the city prefers the hearing be held the middle to the end of January but he will check with his legal counsel to see if the date of December 30 will work. The proceeding concluded at 9:48 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH ED BURNETT TO DISCUSS THE CANYON COUNTY MOSQUITO ABATEMENT DISTRICT ANNUAL REPORT

The Board met today at 10:33 a.m. for a meeting with Ed Burnett who presented the annual report of the Canyon County Mosquito Abatement District (CCMAD). Present were: Commissioners Steve Rule and Craig Hanson, CCMAD Director Ed Burnett, and Deputy Clerk Monica Reeves. Mr. Burnett said he typically just submits the report, but this year he wanted to present it because the district had significant activity this year. Last year there were 14 human cases of West Nile Virus (WNV) in Canyon County and there were two deaths that were attributed to West Nile while this year there was one. He said CCMAD began county-wide abatement in 2009 so they are relatively new to finding areas that need to be treated and it's been a challenge for them. Prior to that time the district was approximately 24 square miles around Lake Lowell but in the year 2006 there was a statewide WNV epidemic and that's what launched everything. CCMAD is working to improve public awareness. There is continued cooperation with the US Fish and Wildlife Service at the Deer Flat National Wildlife Refuge at Lake Lowell; that has been a major focus of the WNV and mosquito activity. In the last couple of years the activity around Lake Lowell has dropped significantly. This year the district did emergency aerial spraying over 11,000 acres in Middleton. Mr. Burnett reviewed the report, a copy of which is on file with this day's minute entry. The report includes operational challenges, operational highlights, public relations and public outreach efforts, service requests statistics, surveillance and West Nile Virus testing and activity, pesticide use report, mosquito larval control, etc. It was reported that there are only three culex species of mosquitos and a lot of those populations are centered around Lake Lowell as well as along the Boise River and the Fort Boise wildlife management area, which are the three main areas of concern. Commissioner Rule

invited Mr. Burnett to attend a Treasure Valley Partnership meeting and make a similar presentation to that group. The Board thanked Mr. Burnett for the information. The meeting concluded at 11:07 a.m. No Board action was required or taken as today's meeting was held for information purposes only. An audio recording is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE JUVENILE DETENTION DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION; AND CONSIDER SIGNING SOUTHWEST IDAHO JUVENILE DETENTION CENTER AND CENTERPOINTE, INC. MENTAL HEALTH CLINICAL SERVICES CONTRACT

The Board met today at 2:03 p.m. for a biweekly meeting with the Juvenile Detention Director to discuss general issues, set policy, and give direction as well as consider signing a Mental Health Clinical Services Contract between Southwest Idaho Juvenile Detention Center (SWIJDC) and Centerpointe, Inc. Present were: Commissioners Steve Rule and Craig Hanson, Juvenile Detention Director Steve Jett, Administrative Assistant Marilee Davis, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Director Jett said they have a couple of people at training this week and next week; Shawn Anderson and Sean Brown are at POST today teaching at the Juvenile Probation Academy; PREA curriculum training; pumpkins from the garden were donated to Disabled American Veterans; Marilee Davis has made some quilts to donate to the Veterans organization as well; juveniles are also tying quilts for community service hours; Director Jett will be meeting with Facilities Manager Paul Navarro about possible remodel of the "C" wing; population is currently at 18 juveniles and was previously at 26 and average population numbers were discussed. Director Jett said the staff is going out of their way to keep juveniles out of their rooms and have been providing the ARISE program which teaches life skills. Director Jett said they also have a therapy dog again. Director Jett said this agreement is just an extension, it is just a renewal of the same agreement we have had before. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the Mental Health Clinical Services Contract between Southwest Idaho Juvenile Detention Center (SWIJDC) and Centerpointe, Inc. The signed contract, No. 14-148, is on file with this day's minute entry. The meeting concluded at 2:11 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIXTEENTH DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO DECEMBER 3, 2014

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Facilities Management in the amount of \$2,950.00 to Micro Main Corporation.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Facilities Management in the amount of \$4,321.50 to Western Building Supply.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Julie Ambeau, Nicholas Whittier, Robert Vanderschans, Donna Riley, Tyson Duffin, and Jeffery Garvey.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2014-043685, 2014-043686, 2014-043687, 2014-043688, 2014-043689, and 2014-043690.

EXECUTIVE SESSION - PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

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 and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by

Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:28 a.m. with no decision being called for in open session.

SEVENTEENTH DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO DECEMBER 4, 2014

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Gregory Goodman.

APPROVED KEY REQUEST

The Board approved a key request for Gregory Goodman.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2014-043636, 2014-043637, 2014-043638, 2014-043639, 2014-043640, 2014-043648, 2014-043649, 2014-043650, 2014-043653, 2014-043659, 2014-043660, 2014-043661, 2014-043662, 2014-043663, 2014-043664, 2014-043631, 2014-043632, 2014-043633, 2014-043634, and 2014-043635.

CONSIDER SIGNING A RESOLUTION TO APPROVE THE ADDITION OF ONE POSITION TO THE PUBLIC DEFENDER'S DEPARTMENT

The Board met today at 8:50 a.m. to consider signing a resolution to approve the addition of one position to the Public Defender's Department. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Office Administrator

Deepak Budwani, and Deputy Clerk Kelly Martinez. Mr. Budwani said the Public Defender's Department is currently staffed at 20 attorneys, and this resolution is for the final allotted position for a full staff of 21 attorneys. Commissioner Alder asked if they have someone to fill this position or if it is just about to post and Mr. Budwani confirmed they have someone. Upon the motion by Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the resolution approving the addition of one position to the Public Defender's Department for a Deputy Public Defender III. The signed resolution, No. 14-237, is on file with this day's minute entry. The meeting concluded at 8:52 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

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

Commissioner Hanson made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (i). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:34 a.m. with no decision being called for in open session.

CONSIDER AWARDDING CONTRACT FOR INSTALLATION OF TEMPORARY TRAFFIC SIGNAL AT KARCHER ROAD AND LAKE AVENUE, AND CONSIDER SIGNING A COOPERATIVE AGREEMENT WITH THE IDAHO TRANSPORTATION DEPARTMENT REGARDING THE INSTALLATION OF A TEMPORARY TRAFFIC SIGNAL AT KARCHER ROAD AND LAKE AVENUE

The Board met at 9:39 a.m. to consider awarding a contract for the installation of a temporary traffic signal at Karcher Road and Lake Avenue, and to consider signing a cooperative agreement with the Idaho Transportation Department (ITD) regarding the installation of a temporary traffic signal at Karcher Road and Lake Avenue. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. Due to

some technical difficulties Brad Goodsell requested an hour-long continuance. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue this matter to 10:30 a.m. today. The Board went off the record at 9:40 a.m. At 10:30 a.m. the Board went back on the record with the same parties present. Mr. Goodsell said there were two items on the agenda for today; one item was mistakenly removed from the agenda and was placed back on yesterday so he asked the Board to consider amending the agenda to add the second item which is the consideration of the contract award. Commissioner Hanson made a motion to amend today's agenda to add the following language: *Consider awarding the contract for installation of a temporary traffic signal at Karcher Road and Lake Avenue.* The motion was seconded by Commissioner Alder and carried unanimously. Mr. Goodsell said the Board had meetings earlier this year with ITD about the possibility of installing a traffic signal and on September 16 he was asked to contact ITD and move forward with the project. He negotiated changes to the cooperative agreement and by September 25 the changes were finalized. The Board issued an Invitation for Bids for this project and two companies responded. Bids were received from Quality Electric in the amount of \$128,402 and Power Plus in the amount of \$132,254. There were two issues that needed to be resolved before the Board awarded the contract; one of those was what the power connection fee was going to be because the fee was a pass through which means that the fee will be added to the bid amounts. We were able to get an estimate from Idaho Power in the amount of \$1,950. The other issue was the easement that Pioneer Irrigation District has near the road. Idaho Power filed an application to have an easement granted by the irrigation district and it was approved on November 25. Those are the two outstanding contingencies that have been resolved. If the Board wants to proceed there is a transmittal of notice that would award the contract to the lowest bidder, which is Quality Electric and that award would be contingent on the execution of the cooperative agreement with ITD. Commissioner Alder asked if the County will pay Idaho Power directly or if the contractor will pay the amount. Mr. Goodsell said that will be billed to the contractor and they will submit the bill to the County as a pass through and we'll reimburse the contractor. Commissioner Alder said the project is \$130,000 and if anybody drives that route they know how important it is to have a signal to slow traffic so you can have an opportunity to turn or cross the road. She recognizes that at some point the intersections will have lights but in looking at how slow the Middleton/Karcher project has been she doesn't have a lot of faith in ITD being able to meet their deadlines for this year. She said this is a good project and it is well within our ability to fund and if it saves a life it's well worth it. Commissioner Alder made a motion to award the contract for installation of a temporary traffic signal to Quality Electric. The motion was seconded by Commissioner Hanson for discussion. He said if the project will start in January 2015 he is satisfied with that but if it's going to be pushed to the late summer or beyond it will become an issue for him. Paul Navarro said when he met with Quality Electric they reminded him that ITD is giving us the materials and they anticipate it happening quickly once they get the permit. The only issue is how fast ITD can give us the materials and get the electrical permit, and having

Idaho Power bring power to the pedestal. He can't imagine it starting any later than January. Commissioner Rule asked if there's a way to pull the funding if the project gets strung out or delayed. Mr. Goodsell said the date would be when the cooperative agreement is executed so once it is signed we will be committed to it. One of the provisions of the agreement was that both parties acknowledge this is a time sensitive project and both parties would exercise their best efforts to make sure they didn't do anything to delay it. The County wanted ITD to understand that we wanted this done sooner rather than later and they agreed to that. Commissioner Rule called for a vote and the motion carried unanimously. Commissioner Alder made a motion to sign the cooperative agreement with ITD. The motion was seconded by Commissioner Hanson and carried unanimously. (See Agreement No. 14-149.) Mr. Goodsell said there is a letter that Mr. Navarro signed that will accompany the notice of transmittal to the two contractors and then he will work on finalizing the contract once the cooperative agreement is executed. The meeting concluded at 10:43 a.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF NOVEMBER TERM, A.D., 2014
CALDWELL, IDAHO DECEMBER 5, 2014

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

APPROVED KEY REQUEST

The Board approved a key request for Dona Butler.

CONSIDER SIGNING SOLICITATION FOR BIDS FOR WINTER 2014/2015 CANYON COUNTY OLD SHOP PROJECT - PUBLIC WORKS CONSTRUCTION - INTERIOR FRAMING

The Board met today at 8:45 a.m. to consider signing a Solicitation for Bids for the Winter 2014/2015 Canyon County Old Shop Project - Public Works Construction - Interior Framing project. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Kelly Martinez. Mr. Laugheed said this is a solicitation of bids for public works construction in particular the interior framing portion of the Old Shop Remodel Project. A similar solicitation was done to get the interior brought to a raw and unfinished state and ready

for this next step. Mr. Navarro will have his staff perform some of the HVAC equipment and plumbing work which will cost less than \$10,000 and less than \$25,000. All of the informal bids received for the actual interior framing component were coming in at more than \$25,000 but less than \$100,000. Mr. Navarro identified these four contractors that he is comfortable with their experience and skill and the County is asking them to submit bids on the project. Mr. Laugheed said there is a detailed scope of work that is pretty specific, there is a blueprint that basically roughs out the square footage of the interior as well as the draft contract. Mr. Laugheed said the next thing that would happen is these licensed contractors would come in and meet with Paul Navarro and do a walkthrough of the project and then the County would be looking for the lowest bid based on their licensure and other criteria. Upon the motion by Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the Solicitation for Bids for the Winter 2014/2015 Canyon County Old Shop Project - Public Works Construction - Interior Framing project. The meeting concluded at 8:49 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 COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

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

Commissioner Hanson made a motion to go into Executive Session at 9:01 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (i). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, and Deputy Clerk Kelly Martinez. Commissioner Steve Rule left at 9:19 a.m. The Executive Session concluded at 9:25 a.m. with no decision being called for in open session.

PUBLIC HEARING TO CONSIDER APPEAL OF A DIRECTOR'S DECISION FOR A HOME BUSINESS PERMIT FOR TIM AND STEPHANIE HAILEY

The Board met today at 9:37 a.m. to consider an appeal of the Development Services Department (DSD) Director's administrative decision for a home business permit for Tim and Stephanie Hailey, Case No. PH2014-13. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, DSD Planner Debbie Root, Todd Lakey, Conrad DeLaPaz, Tomas Villanueva, Paula Salinas, Shirlayne Corder, Ernie Corder, Robert Chacartegui, Hethe Clark, Tim Hailey, Stephanie Hailey, Harold Hailey, Mike Thompson, Carol Thompson, Kathryn Martin, Henry Furushiro, Dick Phillips, Pamela Wehr, Phillip Wehr, Reid Kilmer, Elaine Yost, Robin Russell, Georgia Russell, Mike Simmons, Eileen Simmons, and Deputy Clerk Monica Reeves. Commissioner Alder disclosed that she has never met Stephanie Hailey, who's an employee in the Development Services Department, nor does she have any personal relationship with her. Commissioner Hanson disclosed that he met with Mr. and Mrs. DeLaPaz in his office several months ago and there was discussion about this issue and the code enforcement aspect, but it was before any of the other proceedings were started. He vaguely recognizes Mrs. Hailey but he does not know her personally. Tricia Nilsson explained how the application was handled in the office and how they dealt with the conflict of having Mrs. Hailey employed there while they processed the application. All of the administrative responsibility for the application was delegated to the other administrative assistant in the office and when staff discussed how they were going to handle the application, Mrs. Hailey was asked to leave the room. According to Director Nilsson, they treated her in every regard like any other applicant. Deb Root gave the oral staff report and noted that they were overly cautious with the application because of the stated concern of a potential conflict of interest. Commissioner Alder asked for the reasoning behind asking for a home business permit versus a conditional use permit. Director Nilsson said they take in dozens of applications over the course of a year and one of the requirements is a letter of intent from the applicant. Staff reads what they are trying to accomplish and in this case the letter of intent was much more limiting than the application. The home business seemed to be a better fit in terms of not having employees, maintaining the residential character, and not having advertising so they tried to have a best fit of the zoning tool that best matches the letter of intent. She said it seemed like a conditional use permit was not the appropriate zoning application for what they were trying to accomplish. Commissioner Alder inquired about the code enforcement investigations associated with the home business. Director Nilsson said when she started employment at Canyon County, code enforcement officer Eric Arthur indicated a previous list of investigations that they could not confirm in DSD; they could not find that there was an actual violation. The following people testified in favor of the appeal (opposed to the home business permit): Todd Lakey, Conrad DeLaPaz, Tomas Villanueva, and Shirlayne Corder. The following people testified in opposition to the appeal (in favor of the Hailey home business permit): Hethe Clark, Tim Hailey, Robin Russell, Mike

Simmons, Dick Phillips, Pamela Wehr, Phillip Wehr, Mike Thompson, Kathryn Martin, and Harold Hailey. Todd Lakey offered rebuttal testimony and said if the Board decides to grant the permit and overturn the appeal it needs to make sure the permit conditions are definitive and enforceable. If approved, Mr. Lakey proposes the following additional conditions: 1) that all vehicle repair work and storage of inoperable vehicles be conducted inside the enclosed shop within the permitted area; 2) no advertising for the business; 3) no employees; and 4) the number of non-personal, student and family vehicles worked on per calendar year should be capped at a quantifiable portion. Ms. Root said when working on vehicles there is a need for proper ventilation if a car is running and for safety purposes she recommended that the Board not stipulate that the door be closed. Director Nilsson addressed Mr. Lakey's proposed conditions and said staff does not get into the details of windows and doors being open. She said advertising is a general term and she's concerned that without more specificity staff could get caught up trying to hunt down web-crawler ads. It is the Board's prerogative to assign a condition that says the business cannot have employees. She does not know how staff would count the number of vehicles worked on per year without a fulltime employee sitting there, and with regard to traffic concerns, she said staff looks for a real undue burden and in this case they have not seen/heard that in the testimony. Following comments, Commissioner Hanson made a motion to close public testimony. The motion was seconded by Commissioner Alder and carried unanimously. Zach Wesley noted for the record that the pending Owyhee County case is an independent process from what is occurring here and there is probably some interrelation of facts and circumstances so the fact that that exists should not be a factor in the Board's decision making. Commissioner Alder said after staff had explained similar types of permits that have been granted and seeing the limited vehicles that Mr. Hailey works on she doesn't have a concern. Commissioner Hanson said prior to Mrs. Hailey being hired by the County a good portion of the investigatory process related to code enforcement was completed and officers could not produce evidence to support or sustain any kind of action. He said there have been some good points made, but the overall testimony of the neighbors is they do not have a problem with the hobby shop or with Mr. Hailey working on vehicles. Commissioner Alder said the Board needs to decide whether the director's decision of approval was conducted in accordance with the Canyon County Zoning Ordinance and requirements. Commissioner Hanson said based on what was presented today he will make a motion to uphold the approval of the director's decision and deny the appeal. The motion was seconded by Commissioner Alder and carried unanimously. (The Board briefly went off the record while staff located the document requiring the Board's signature). Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the Findings of Fact, Conclusions of Law, Conditions of Approval and Order, a copy of which is on file with this day's minute entry. The hearing concluded at 11:57 a.m. An audio recording is on file in the Commissioners' Office.

COMMISSIONER NOVEMBER TERM ADJOURNED

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

THE MINUTES OF THE FISCAL TERM OF NOVEMBER 2014 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, Kathryn Alder and Craig L. Hanson

ATTEST: Chris Yamamoto,
Clerk

Kelly Martinez
Deputy

DATE: 1/7/15