

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

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

APPROVED CLAIMS ORDER NO. 12-15-15

The Board of Commissioners approved payment of County claims in the amount of \$36,671.00 for accounts payable.

APPROVED CLAIMS ORDER NO. 12-24-15

The Board of Commissioners approved payment of County claims in the amounts of \$34,086.24, \$39,646.94, and \$82,727.30 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Prosecuting Attorney's Office in the amount of \$1,150.00 to Discount Furniture.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Prosecuting Attorney's Office in the amount of \$3,168.12 to National Business Furniture.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Development Services Department in the amount of \$29,655.11 to Goode Motor Ford, LLC.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$231,534.45 to Goode Motor Ford, LLC.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Solid Waste Department in the amount of \$57,012.00 to Goode Motor Ford, LLC.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$5,134.00 to Norbryhn Equipment Company.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$1,295.00 to IAED.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$3,778.00 to Elmridge Protection Products, LLC.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$1,203.60 to Neopost USA Inc.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$1,644.00 to VLCM.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#15-191 Phillips and Tsai LLC dba Landmark Café

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, PIO Joe Decker, Administrative Specialist Jenen Ross, and Deputy Clerks Kelly Martinez and Monica Reeves. Ms. Martinez and Ms. Ross left at 8:37 a.m. Joe Decker reported on the following communication issues: he will post Sheriff's sales information on Wednesday, he will assist with the nursing home Christmas gift delivery tomorrow afternoon and he'll take pictures and post them on the County's Facebook page, he will tour the landfill, the Our Memories Museum has submitted items for display in the courthouse lobby, and he met with the webmaster on the redesign of the website. Commissioner Rule has been in contact with the bass clubs about the carp issue at Lake Lowell. It was reported that 110 ton of carp was removed from the lake and it's estimated that reduced the population by just 10%. The meeting concluded at 8:41 a.m. An audio recording is on file in the Commissioners' Office.

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

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

Commissioner Hanson made a motion to go into Executive Session at 9:01 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad

Goodsell, Ambulance District Attorney Paul Fitzer, Ambulance District Director Robb Hickey, Attorney Kirt Naylor, Attorney Landon Brown, Randall Spencer from ICRMP, and Deputy Clerk Monica Reeves. Brad Goodsell left at 9:10 a.m. The Executive Session concluded at 10:07 a.m. with no decision being called for in open session.

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

Note for the record: As properly noticed the Board met today at 10:14 a.m. for a biweekly meeting with the Development Services Director. A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 10:15 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Tom Dale, Development Services Director Tricia Nilsson, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 10:27 a.m. with no decision being called for in open session.

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

The Board met today at 10:30 a.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Fleet Director Mark Tolman, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: approval of a Commuter Vehicle Authorization Form for an employee in the Coroner's Office; Director Tolman submitted purchase orders for the Board's review; and an employee list of commuter vehicles that are considered taxable. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:36 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:46 a.m. for a biweekly meeting with the Director of Misdemeanor Probation to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Director of Misdemeanor Probation Jeff Breach, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Facilities Manager Paul Navarro is still working on the heating and cooling system thermostat issues; Director Breach said they have restructured for domestic violence court which will be a regular caseload that will be handling it; personnel updates; they are trying to finish up the cases the courts have kept on probation longer than 24 months and filing forms to close those cases with the courts; and they did a project with CWI Criminal Justice Club where they adopted a family to provide Thanksgiving for and it was very well received. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:51 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 1:35 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Brad Goodsell, Parks Director Tom Bicak, Outdoor Recreation Planner Nikki Schwend, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: proposal regarding Clark Ranch, Mark and Steve Clark have approach Canyon County, City of Nampa and the YMCA as they are considering final disposition of their mother's land; CWI rock art recording team update; CWI Anthropology Club also joined the Idaho Oregon Snake River Water Trail and the Southwest Idaho RC&D; approximately 25 people representing the tribes from Southern Idaho, the Idaho Military, Canyon County Parks Department, and the Southwest Idaho RC&D met at the Crossroads Museum to discuss a variety of issues; discussion regarding a management plan for Jubilee Park; staff acquired seeds from the Boise District BLM Seed Repository in Boise and will be planting them over the course of the winter and spring; Society of Outdoor Recreation Professionals & the River Management Society will have annual national meeting in Boise in May 2016; update on the drywall at Crossroads Museum; Canyon County Historic Preservation Commission will meet on January 12, 2016; visit to the Idaho School for the Deaf and the Blind to discuss possible fieldtrips to Lake Lowell and Celebration Park this spring; Southwest Idaho RC&D, Idaho Oregon Snake River Water Trail, and the Canyon County Historic Preservation Commission held their annual meeting on December 8; discussion

regarding a site plan development for Lake Lowell parking; Perch Road, leading into Jubilee OHV facilities, was washed out due to our unusual rains last week however the road has since been repaired; Nampa Parks and Recreation hiking series for this spring; and discussion regarding the carp population in Lake Lowell. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:12 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 2:12 p.m. for a monthly meeting with the Trial Court Administrator to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Trial Court Administrator Doug Tyler, and Deputy Clerk Kelly Martinez. Mr. Tyler said the Board just met with Judge Ford last Friday and he doesn't have anything to discuss at this point. The meeting concluded at 2:14 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

PUBLIC HEARING - APPEAL BY MARK BLACKBURN FOR A C.U.P FOR AN RV PARK, CASE NO. PH2015-31

The Board met today at 2:19 p.m. to conduct a public hearing in the matter of an appeal by Mary Blackburn of the P&Z Commission's denial of a Conditional Use Permit (C.U.P.) for an RV park, Case No. 2015-31. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Director Tricia Nilsson, DSD Planner Christian Samples, Deputy P.A. Zach Wesley, Mark Blackburn, Keith Stilwell, Ray Stilwell, Terry Michaelson, Carey Cook, Reese Verner, Liz Michaelson, Scott Baker, and Deputy Clerk Monica Reeves. Christian Samples gave the oral staff report. On August 20, 2015 the P&Z Commission, due to a tie vote, denied the case on a three-to-three vote. The scope of the application is for an RV park to house two existing vehicles which were discovered as part of a code enforcement investigation. The staff report focused on the appellants arguments for their appeal as follows: 1) Another RV park similar to this one was approved at the same hearing; 2) the impact of the use will not change the area as one individual has lived in an RV onsite for 14 years while another has lived under similar circumstances for five years; and 3) the applicant is willing to bring the site to standards if it is approved. Mr. Samples said Idaho Code, when approving a C.U.P., doesn't establish a binding precedent to approve other special use permits so when one is approved the circumstances of one are different than the other so there's not a binding precedent there. Nothing of the previous case was cited on the record to support their tie. The applicant is asserting that the impact of the use will not change

the area and under Canyon County Code the Board is required to determine if a use is injurious to other property in the immediate vicinity and/or negatively change the essential character of the area. The use may be injurious to other property in the immediate vicinity and change the essential character of the area if conditions are not placed on the use to limit its scope and duration. The source of injury staff found was the incompatibility caused by the lack of RV parks adjacent to and surrounding the property and from the potential of a traditional RV park on a small parcel, meaning that there are no limitations on how many RVs could be there so simply blanket approving an RV park without conditions wouldn't be appropriate. Staff had recommended eight conditions of approval including grading of RV spaces, limitations of the duration of the use, limiting the use to two RVs, registration of RV vehicles onsite, and meeting the requirements of Southwest District Health. The Commission was divided as to whether the conditions would adequately mitigate any issues and from staff's perspective the code itself doesn't have specific standards as to how many RVs can be within a site, the size of RV spaces, and things like that. Staff believes it could support two RVs if it met the conditions of the health department and if the use was limited to only those two RVs and not kept there as a permanent use. The intent is to house the two RVs and not to be operated as a traditional RV park so the best way to mitigate that is to limit the use by ownership. Staff is recommending the Board overturn the denial, due to a tie vote, and approve the use as shown in the Findings of Fact, Conclusions of Law and Order (FCOs). The following people testified in support of the appeal for the C.U.P.: Mary Blackburn said she is requesting an RV park for two RVs. She was not aware of the standards/requirements that had to be met but she said they are in the process of bringing the property into compliance as an RV park. Her cousins live in the RVs because they have no other place to go. She said there are similar uses in the area and she didn't think there was anything wrong with it, but now that she knows there's an issue she wants to bring the property into compliance. Keith Stillwell testified that he has lived on the property for 14 years and he didn't know until recently that they were doing anything wrong but he is willing to do what has to be done to bring it into compliance. He is disabled and retired so he cannot afford a lot so Mrs. Blackburn allows him to live there for a reasonable cost. There are a lot of trailers on the property but there are only two that are being lived in and the rest are used for camping. Ray Stilwell testified he has lived there for five years and he didn't know about the septic tank issue but he is willing to do what needs to be done to bring the property into compliance. The following people testified in opposition to the request: Terry Michaelson owns two acres in the area and said he harbors no ill will toward the Blackburns or the Stilwells but he does not want a mobile home park across from his home. He spoke about the complaint process that began in 2014 and a full year later the Blackburns applied for a C.U.P. He said the neighbors haven't violated any laws, but the applicants have been in violation of laws and as a matter of principle he doesn't believe they should be rewarded for that by being given a C.U.P. He has a problem

with the process and the lack of enforcement and said the focus should be on the law-abiding citizens who have to suffer the consequences of this. He also spoke about the dangerous traffic conditions that exist on Highway 45. Mr. Michaelson urged the Board to deny the application because it isn't an RV park; it's a parking lot that's compacted. Carey Cook stated he agrees with the testimony given by Terry Michaelson, and his primary concerns deal with access and deterioration. Reese Verner said an RV park is defined by the code as a parking lot which is used for limited periods of time and is available to the public and he believes it's a stretch to call this an RV park. He can sympathize with Mrs. Blackburn because it has been there for a long time but it's not an RV park; it's the use of two vehicles as permanent residences. He also spoke about the traffic hazards on Highway 45. Mr. Verner said it may be injurious if conditions are not placed on the use to limit its scope and duration, and the intent of the applicant appears to be to serve the existing tenants on the site rather than operating a traditional RV park. Scott Baker stated his questions were answered when staff said the property would be limited to two RVs. He said the applicants are good neighbors and they should be allowed to have a permit. Mary Blackburn offered rebuttal testimony and said a corrected letter was sent to neighbors with a meeting date and time listed. (Their original letter did not list the date of a neighborhood meeting.) She said the other RVs on the property belong to her children and she is only asking for a permit for the two RVs that are being lived in. She will bring the property into compliance and will follow the codes. She said the use has been occurring on the property for years and she questioned why the neighbors are complaining now. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to close public testimony. Commissioner Hanson asked staff for the difference between the definition of an RV park and a mobile home facility. Mr. Samples read the definition of an RV park: *A parking lot designed and intended for recreational vehicles and camper trailers, with towing automobiles. The RV park may feature either fee simple land sales or land leased or rented by the RV owner. Applications for development of RV parks featuring fee simple land sales shall be treated the same as those for site built homes.* He said the County does not have a specific definition for a manufactured home park. Commissioner Dale asked if it be possible for them to apply for some sort of mobile building permit or site permit that allows more residences than what is currently there. Mr. Samples said the parcel is too small for an administrative division, and as far as other options we cannot permit an RV as a manufactured home; DSD issues permits for those separately and manufactured home and mobile homes are specifically defined. Commissioner Hanson said an RV park is a temporary situation for a transient populous that is vacationing or temporarily staying in one spot. This is a property that cannot be subdivided to build more dwellings and it appears that with a C.U.P. it would be avoiding County code. At a previous hearing for an RV park, DSD staff stated it cannot enforce code at an RV park, therefore he cannot approve this C.U.P. Commissioner Dale understands the Blackburn's situation but he's very hesitant

to approve an RV park in this situation because he sees it as circumventing the intention of health codes, building codes and safety codes. He agrees with Commissioner Hanson that an RV park is not intended to be a permanent residence and based on the testimony he's heard he cannot approve the request. Commissioner Rule said the scope narrows when you get it down to whether it's an appropriate use of land. Some RV parks have fit in agricultural areas, but the question is whether it fits in this area, and although he is sympathetic to the situation, it is not an appropriate use in this area. Commissioner Hanson made a motion to uphold the P&Z Commission's decision and deny the appeal. The motion was seconded by Commissioner Dale. A roll call vote was taken with Commissioners Dale, Hanson and Rule voting in favor of the motion to deny. The motion carried unanimously. Director Nilsson said staff will have to prepare revised Findings for the Board's consideration. The FCOs will be considered on January 4, 2016 at 10:00 a.m. The hearing concluded at 3:17 p.m. An audio recording is on file in the Commissioners' Office.

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

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

APPROVED CLAIMS ORDER NO. 12-16-15

The Board of Commissioners approved payment of County claims in the amount of \$13,113.30 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Kurt Branham, Jason Culbertson, and Christina De Luna.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$1,860.00 to Priority Dispatch.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Facilities Management in the amount of \$5,401.35 to National Business Furniture.

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

Note for the record: As properly noticed the Board met today at 1:51 p.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and pending/imminently likely litigation. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 1:52 p.m. pursuant to Idaho Code, Section 74-206(1) (a), (d) and (f). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Mike Porter, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 2:11 p.m. with no decision being called for in open session.

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

The Board met today at 2:11 p.m. for a quarterly meeting with the County Agent to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, County Agent Jerry Neufeld, Samantha Graff, Livestock Educator, Tina Holmquist, 4-H Program Coordinator, Brandy Kay, 4-H Coordinator, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Mr. Neufeld introduced his staff; hiring and personnel updates; IT got the new employees set up and did a great job; they are moving toward winter

programming; pesticide application training; irrigation conference. Ms. Graff reported on the following topics: the living on the land program which has met the quota to successfully offer the class and starts January 13; optional small equipment workshop; information regarding the beginning farmer and rancher grant through USDA. Ms. Holmquist said in October they were recognized as having the highest club enrollment for 4-H in Idaho. The "Know Your Government" conference is coming up in February and they are sending twelve delegates. She has been working with the fair to get some changes completed and she is planning the spring break day camps and summer day camps. There was also discussion regarding a Southwest Idaho Dairy Heifer Replacement Project. Commissioner Rule informed Mr. Neufeld that there has been discussion regarding a carp eradication plan for Lake Lowell. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:31 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 2:50 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Public Defender Tera Harden, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: reviewed budget year to date numbers; there are 3,526 open cases in Justware; 34 drug court participants and 49 domestic violence court participants; 930 open and active felonies and 434 juvenile matters open and active; issues with cases being sent to Senior Judges on top of a full calendar with regular judges which means she has to have an additional lawyer to cover; Ms. Harden said she is concerned that the Nampa Annex is being moved over and the Public Defender Department and the Prosecutor's Office have not been involved in the discussion; discussion regarding an issue with the Sheriff's Office transporting inmates to the courtrooms; open paper files are down under 100 files now; Ms. Harden said the last thing the Board needs to be aware of is she has heard that the last homicide may be going for the death penalty which means there will be higher training costs within her office for death penalty training. Ms. Harden and Mr. Budwani are reviewing the compensation analysis with Director Eiband and she said there are some lawyers where there are some major issues and the biggest issue is she *has* to have a death penalty qualified lawyer, she currently has that lawyer and she will do whatever it takes to keep him. There was also discussion regarding three options that were placed before the legislative committee in regard to public defense structure, and the Board will set up a future meeting to further discuss it with Ms. Harden. The items discussed were general in nature and did not require Board action. The meeting

concluded at 3:24 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 3:28 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, Craig Hanson and Tom Dale, Solid Waste Director David Loper, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: waste amounts are up 28.30% in November; they are working to purchase ten portable fences; personnel updates; proposing to purchase a Hotsy pressure washer; radio paging services discussion and in order for the landfill to integrate with the County's network, they need direct line of sight by hanging a wire off of that tower; Petroleum Storage Tank Fund asked for the landfill's (SPCC) plan which needs to be created; SWANA conference information; discussion regarding options for possibly accepting biosolids; the Pickles Butte Landfill Status Report is complete; discussion regarding the operations plan recertification; there is no update on possible land for sale near the landfill; discussion regarding overflow ponds; and discussion regarding a report about carp infestation at Lake Lowell. The items discussed were general in nature and did not require Board action. The meeting concluded at 4:10 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

THIRD DAY OF DECEMBER TERM, A.D., 2015
CALDWELL, IDAHO DECEMBER 16, 2015

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

ABSENT: Commissioner Tom Dale - vacation

APPROVED CLAIMS ORDER NO. 12-16-15

The Board of Commissioners approved payment of County claims in the amount of \$1,088.82 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$2,068.00 to Boise Office Equipment.

INDIGENT DECISIONS

The Board met today at 8:35 a.m. for a meeting to consider indigent decisions. Present were: Commissioners Steve Rule and Craig Hanson, Indigent Customer Service Specialist Ellen Pitcairn, and Deputy Clerk Kelly Martinez. Ms. Pitcairn read the following cases into the record for initial determination of denial: 2016-164, 2016-246, 2016-124, 2016-243, 2016-171, 2016-144, 2016-170, 2016-169, and 2016-157. Upon the motion by Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to issue initial denials on the cases read into the record. The meeting concluded at 8:37 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-0048943, 2015-048944, 2015-048945, 2015-048946, 2015-048947, 2015-048948, 2015-048949, 2015-048950, 2015-048951, 2015-048952, 2015-048953, 2015-048954, 2015-048955, 2015-048956, 2015-048957, 2015-048958, 2015-048959, 2015-048960, 2015-048961, 2015-048962, 2015-048963, 2015-048964, 2015-048965, 2015-048966, 2015-048967, and 2015-048972.

FOURTH DAY OF DECEMBER TERM, A.D., 2015
CALDWELL, IDAHO DECEMBER 17, 2015

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Mark Southard and John Van Dyke.

APPROVED CLAIMS ORDER NO. 12-24-15

The Board of Commissioners approved payment of County claims in the amount of \$86,316.14, \$26,635.79, \$84,616.38, and \$72,759.21 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Solid Waste Department in the amount of \$6,180.00 to Mattson Distributing Co.

CONTINUE MEDICAL INDIGENCY HEARINGS

The Board met today at 8:50 a.m. to go on the record and continue medical indigency hearings. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Indigent Services Director Yvonne Baker, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the following cases by signed stipulation as follows:

Case Nos. 2015-911 and 2015-1517 were continued to February 11, 2016 at 9:00 a.m.

Case Nos. 2015-1470 and 2015-1366 were continued to March 24, 2016 at 9:00 a.m.

Case No. 2015-1556 was continued to April 14, 2016 at 9:00 a.m.

Director Baker encouraged the Board to take Case Nos. 2015-1503 and 2015-1410 under advisement. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to take Case Nos. 2015-1503 and 2015-1410 under advisement with a decision to be rendered within 30 days.

The proceeding concluded at 8:52 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-976

The Board met today at 8:56 a.m. to conduct a medical indigency hearing for Case No. 2015-976. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Yvonne Baker, the applicant and his mother, and Deputy Clerk Kelly Martinez. Katherine McColl from St. Alphonsus arrived at 8:59 a.m. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to March 10, 2016 at 9:00 a.m. The hearing concluded at 9:03 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-1444

The Board met today at 9:08 a.m. to conduct a medical indigency hearing for Case No. 2015-1444. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Yvonne Baker, the applicant and his mother, Attorney Mark Peterson, Katie Martin from St. Luke's, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to continue the hearing to January 28, 2016 at 9:00 a.m. The hearing concluded at 9:20 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-1390

The Board met today at 9:24 a.m. to conduct a medical indigency hearing for Case No. 2015-1390. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Yvonne Baker, Attorney Bryan Nickels, Timothy Ryan from St. Alphonsus, and Deputy Clerk Kelly Martinez. Interpreter Mark Conta arrived at 9:30 a.m. The applicant was not present for today's hearing. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to April 28, 2016 at 9:00 a.m. The hearing concluded at 9:32 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-1489

The Board met today at 9:36 a.m. to conduct a medical indigency hearing for Case No. 2015-1489. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale,

Deputy P.A. Leon Samuels, Indigent Services Director Yvonne Baker, the applicant, Timothy Ryan from St. Alphonsus, Interpreter Mark Conta, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to continue the hearing to March 3, 2016 at 9:00 a.m. The hearing concluded at 9:44 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NOS. 2015-514 AND 2015-637

The Board met today at 9:46 a.m. to conduct a medical indigency hearing for Case Nos. 2015-514 and 2015-637. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Yvonne Baker, Attorney Mark Peterson, Katie Martin from St. Alphonsus, Interpreter Mark Conta, and Deputy Clerk Kelly Martinez. The applicant was not present for today's hearing. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing for both Case Nos. 2015-514 and 2015-637 to April 28, 2016 at 9:00 a.m. The hearing concluded at 9:56 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-1489

The Board met today at 9:57 a.m. to conduct a medical indigency hearing for Case No. 2015-1489. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Yvonne Baker, Attorney Mark Peterson, Katie Martin from St. Luke's, and Deputy Clerk Kelly Martinez. The applicant did not appear for today's hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to continue the hearing to February 25, 2016 at 9:30 a.m. The hearing concluded at 10:00 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-0737

The Board met today at 10:04 a.m. to conduct a medical indigency hearing for Case No. 2015-0737. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Yvonne Baker, Katherine McColl from St. Alphonsus, and Deputy Clerk Kelly Martinez. The applicant was not present for today's hearing. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to

December 29, 2016 at 9:00 a.m. The hearing concluded at 10:07 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIAL DATES FOR MEDICAL INDIGENCY CASES

The Board met today at 10:08 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Yvonne Baker, and Deputy Clerk Kelly Martinez. Ms. Baker recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2015-564 and 2015-1555. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 10:09 a.m. An audio recording is on file in the Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 10:15 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, communicate with legal counsel regarding pending/imminently litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 10:16 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) (f) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:14 a.m., at which time a discussion was held regarding the contract with Mike Swallow for the salary compensation study. Commissioner Rule said he was worried the other elected officials were spending money on the contract that the Board did not authorize. Sam Laugheed wants to review the contract in more detail but said he could speak generally to the principles that are at issue, and one of those is that the Board of Commissioners is the executive authority and are the only ones who are empowered to enter binding

contracts. They are also empowered to approve claims and so if a claim is a legitimate charge against the County, the County has to pay it. If Mr. Swallow was under the impression that the County had authorized him to spend additional money he could submit a claim and we'd likely have to pay it and that's problematic if it's not going through an approval process, and the other part of that is the idea that once the Board sets budgets for its elected officials they are allowed to spend those monies in lawful ways. In this case if they want to pay, from their own budget, for Mr. Swallow to come to Idaho for a meeting it would be his recommendation the Board allow that to happen. If they were to encourage Mr. Swallow to spend money but not make arrangements for payment out of their budget he would encourage the Board to not approve that payment unless it wanted to. The other elected officials have the power to administer their budgets in a lawful way subject to the Board's approval of the lawfulness and reasonableness of it. Commissioner Rule asked if the elected officials need their own contract if they're acting on an original contract without approval from the Board. Mr. Laugheed said only the Board has the authority to sign contracts. Commissioner Rule said it would be wise for them to work through the Board to get this extra work done. Mr. Laugheed said that is correct, and he doesn't think the contract contemplated Mr. Swallow coming to Idaho for a certain number of days, he thinks it says he is an independent contractor who will do the job how he sees fit and produce the results. He wants to confirm that the contract doesn't have a section about billing for costs, and if it has a section that says he's allowed to bill for actual costs then the Board can say he hasn't been approved for any actual costs at this point. Commissioner Hanson said the Board established a working relationship with Mr. Swallow and his primary place of report is to the Board and to have other individuals arbitrarily going to him and asking for other work that does not come through the Board does not accurately reflect what the contract says. He doesn't want to deny access but the Board needs to be aware of what's being requested prior to others contacting Mr. Swallow and setting up appointments. Commissioner Dale said the basic question is whether it's within the contract and the amount that has been allocated for that contract, to do what is being suggested, which is to create an internal equity committee and go through the positions that have been identified. That's the primary issue, to find out if that's within the original scope of the contract and if not then there would be further discussion about how it's going to be paid for. Commissioner Hanson said when Mr. Swallow brought up the issue of having meetings where employees could raise questions about their salaries, Gene Kuehn was adamantly opposed to the concept and it was voted down in a previous meeting. He believes the elected officials are trying to establish that committee on their own and it's something that should come through the Board. Commissioner Rule asked Mr. Laugheed to review the contract and see if everything's appropriate, and if it's not then explain how it should be handled. Mr. Laugheed said there are a variety of perspectives on what's happened and they will need to be articulated in a public forum at some point by everybody but he doesn't want to get

into it too much today. Commissioner Hanson doesn't want it said that he has taken an arbitrary action. There was a quickly evolving situation and the full Board was not available so he advised Mr. Swallow that his direction comes through the Board and approval of any meetings would be required otherwise it will be at his own expense. Mr. Laugheed said if it was put in Mr. Swallow's hands whether he wanted to come to Idaho and Commissioner Hanson was recommending that he not, but it was ultimately his decision, he doesn't know if there's a problem with that. If Mr. Swallow believes he's been told by the Board not to do something that would require ratification by the Board. The meeting concluded 11:23 a.m. An audio recording is on file in the Commissioners' Office.

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

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Jennifer Allen.

MEETING TO REVIEW AND CONSIDER SIGNING JUVENILE JUSTICE ANNUAL FINANCIAL REPORT FOR 10/01/14 - 09/30/15

The Board met today at 8:32 a.m. to review and consider signing the Juvenile Justice Annual Financial Report for October 1, 2015 through September 30, 2015. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Probation Officer Elda Catalano, Judge Onanubosi, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Elda Catalano said she met with Zach Wagoner to talk about the money that would be carried over from last fiscal year to this fiscal year and she prepared a draft of what would be included with the report for the Board's review. She said they did not discuss specific percentages or where the money would be spent; it is rollover money in the amount of \$247,000 from FY2015 to FY2016 and the Board's direction was to look at what she was going to spend and give the department an idea of the plan. She said there aren't specific percentages for each category because one of the major expenses was the recommendation from the employee compensation study and that was not

completed when she and Mr. Wagoner met. Commissioner Hanson said he cannot make a decision when he doesn't have an accurate accounting of what's being talked about in terms of percentages or information. Ms. Catalano said the deadline for submitting the report to the Department of Juvenile Corrections was December 1st but she's been in communication with them about the need for more information, and they have no problem with her submitting the report once it's ready. Commissioner Hanson said we have a total of \$247,000 we're looking to distribute and we have a simple percentage based upon what the salary base is for the budget and what the "B" budget base is and that's our ratio. We take the amount of money and divide it at whatever that ratio is and the majority will go into the "A" budget and the other percentage goes into the "B" budget then we drain this fund down so that we're spending out of what's our budgeted funds that are available throughout the rest of the year. Ms. Catalano said it would be 40% in the "A" budget and 60% on the operating side. Commissioner Hanson said the numbers he's talking about are when we look at the overall "A" and "B" budgets of the office, but that's where the divide is so he's assuming it's going to be significant to the "A" budget for personnel and although he doesn't know what the percentage is he assumes it's far greater than 40% because personnel is the greatest expense. Commissioner Rule directed Ms. Catalano to prepare the report with the expenditure side and bring the percentage over as she understands it and if there are remaining questions we will go from there. Judge Onanubosi appreciated the Board's questions and said he attended the meeting because he has to sign the report and it is important for him to see what was requested and how much will be spent. The meeting concluded at 8:39 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING ORDINANCE AND SUMMARY AMENDING CHAPTER 7, ZONING REGULATIONS, FOR CLARITY AND PROVIDING FOR AN EFFECTIVE DATE

The Board met today at 9:00 a.m. to consider signing an ordinance amendment Chapter 7, Zoning Regulations, for clarity and providing for an effective date, and a summary of the ordinance. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, DSD Planner Christian Samples, and Deputy Clerk Monica Reeves. Zach Wesley said the Board heard the amendment previously and put it through a committee and a few other changes were made, and in evaluating those changes it was determined they were material enough that another hearing was required. Therefore, the ordinance will not be signed today. A public hearing will be held on January 8, 2016 on the amendments. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to set a hearing date of January 8, 2016 at 9:30 a.m. The meeting concluded at 9:01 a.m. An audio recording is on file in the Commissioners' Office.

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

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

Commissioner Dale made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:34 a.m. with no decision being called for in open session.

MEETING WITH CANYON COUNTY MOSQUITO ABATEMENT DISTRICT TO REVIEW 2015 YEAR-END REPORT

The Board met today at 9:35 a.m. with Ed Burnett from the Canyon County Mosquito Abatement District to review the 2015 year-end report. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Director Ed Burnett, and Deputy Clerk Monica Reeves. Director Burnett reviewed the report, a copy of which is on file with this day's minute entry. Commissioner Rule expressed his appreciation for the abatement district and the quality of life their efforts add to Canyon County. No Board action was required or taken as today's meeting was held for information purposes only. The meeting concluded at 9:59 a.m. An audio recording is on file in the Commissioners' Office.

OPEN PROPOSALS FOR FAIR CARNIVAL

The Board met today at 10:13 a.m. to open proposals submitted in response to the Request for Proposals (RFP) for a carnival at the Canyon County Fair. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Fair Administrator Rosalie Cope, and Deputy Clerk Monica Reeves. Proposals were received from the following companies:

Midway West Amusements, Inc.
13618 N. 99th Avenue, Suite 809
Sun City, AZ 85351
Received December 18, 2015 at 9:50 a.m.

Paradise Amusements
P.O. Box 1149
6672 West Orchard Avenue
Coeur d'Alene, ID 83816
Received December 17, 2015 at 11:54 p.m.

Browns Amusements, Inc.
550 W. Baseline Road 102-353
Mesa, AZ 85210
Received on December 15, 2015 at 1:40 p.m.

The proposals will be reviewed by a committee. The meeting concluded at 10:20 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REZONE FOR JENNIFER DILLON, CASE NO. PH2015-41; REZONE FROM "A" (AGRICULTURAL) TO "R-1" (SINGLE FAMILY RESIDENTIAL)

The Board met today at 10:31 a.m. to conduct a public hearing to consider a rezone request for Jennifer Dillon to rezone 3.81 acres from an "A" Agricultural Zone to an "R-1" (Single Family Residential), Case No. PH2015-41. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Jay Walker, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The P&Z Commission recommended approval of the rezone on November 5, 2015. Staff is also recommending approval of the rezone and has prepared Findings of Fact, Conclusions of Law, and Order for the Board's consideration. Jay Walker testified on behalf of the applicants, Michael and Jennifer Dillon, who want to divide the parcel so their children can reside in the area. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to approve the rezone, and the Findings of Fact, Conclusions of Law and Order, as well as approve the ordinance directing the zone change on the official Canyon County Zoning Map. (See Ordinance No. 15-023.) The hearing concluded at 10:45 a.m. 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

The Board met today at 11:33 a.m. for a biweekly meeting with the Juvenile Detention Director to discuss general issues, set policy, and give direction. Present were: Commissioners Craig Hanson and Tom Dale, Juvenile Detention Director Steve Jett, Admin. Assistant Dawn Dennison, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Director Jett said population is at 33 juveniles; a Nez Pierce and Bannock County Memorandum of Understanding will be coming the Board's way for review; they will do a Request for Proposals for the second PREA Audit which is due September of this year; juvenile detention recently had another successful weight loss challenge; discussion regarding beginning an after release program where juveniles come back once a week for an ARISE instruction session for life skills training; personnel updates; United Methodist Church from Middleton brought blankets for the juveniles; Oscar Dibben worked as a part time officer and he brings pizza in every year on Christmas Eve; for the past five years Director Jett has been an Ex-Officio member for Board of Juvenile Corrections however, they are losing a board member and they want to submit Director Jett's name for a position on the Board; Shawn Anderson and Sean Brown presented to administrators on their training. The items discussed were general in nature and did not require Board action. The meeting concluded at 11:43 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIXTH DAY OF DECEMBER TERM, A.D., 2015
CALDWELL, IDAHO DECEMBER 21, 2015

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

ABSENT: Commissioner Craig L. Hanson - vacation

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Irma Shoff, Stephanie Hailey, Janet LaMont, Merry Freelove, and Kim Stevenson.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$6,675.92 to PC Bay.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$1,099.00 to Henriksen Butler Design Group.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Steve Rule and Tom Dale, Facilities Manager Paul Navarro, PIO Joe Decker, and Deputy Clerks Kelly Martinez and Monica Reeves. Ms. Martinez left at 8:37 a.m. Joe Decker reported on the following communication issues: there was a car accident overnight at the intersection of Highway 55 and Montana Avenue so he will check with the Sheriff to see if there is any follow-up information; he will put a reminder on social media about property taxes being due today; he will post Sheriff sales information to the website, and he has been working on the redesign of the County's website. Paul Navarro reported on the following facilities issues: the flagpole in front of the courthouse has a broken cable so he's tried to find a boom truck that can be used to do the repair but that creates an issue with equipment sinking into the ground while the work is being performed. Commissioner Dale suggested he contact the Nampa and Caldwell Fire Departments about using a ladder truck. Commissioner Rule suggested the work be delayed until the ground freezes. Mr. Navarro reported that the replacement controller for the misdemeanor probation heating and cooling system will be installed tomorrow, and he is pleased to report that four of the five courthouse remodel projects are completed. The last phase is the first floor courtrooms, and demolition will start on January 4. Ken Fisher organized a jail planning session last week and Captain Ward was there representing the Sheriff's Office as well as Russ Moorehead from LCA, Mr. Navarro, Commissioner Hanson and Sam Laugheed. They have agreed to a regular meeting schedule every other Thursday until the middle of February to work out some details. The Sheriff's Office has agreed to let the architects meet with the staff who operate the infirmary and laundry programs, and Commissioner Hanson agreed to meet with the public defender regarding a place where attorneys can meet with their in-custody clients. The Nampa annex will close on January 14 and will begin moving to the courthouse on January 15. Mr. Navarro said there is a person who is an interested buyer for the Nampa annex facility and she has

asked for a tour. Commissioner Rule contacted the Mayor of Nampa to see if the city is interested in purchasing the building but he hasn't received a response. He also asked Mr. Navarro to coordinate a tour of the facility. The meeting concluded at 8:47 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION CLASSIFYING RECORDS OF THE CANYON COUNTY CLERK AND AUTHORIZING THE DESTRUCTION OF INDIGENT FILES/RECORDS

The Board met today at 9:02 a.m. to consider a resolution classifying records of the Canyon County Clerk and authorizing the destruction of indigent files/records. Present were: Commissioners Steve Rule and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. Yvonne Baker said they do the resolution every year although there is one slight difference this year in that there are several Idaho War Veteran's Emergency Grant Applications that are included in the resolution. She said records going back five years are to be destroyed for medical and nonmedical, as well as involuntary. Zach Wesley said he has reviewed the records and they appear to be duplicates and not related to County business. Also, this is a reauthorization of the 2013 and 2014 resolutions. The one from 2013 deals with medical indigent records and the one from 2014 deals with involuntary hold records and this resolution encompasses both and brings everything up to date. Upon the motion Commissioner Dale and the second by Commissioner Rule, the Board unanimously to sign the resolution classifying records of the Canyon County Clerk and authorizing the destruction of indigent files/records. (See Resolution No. 15-187.) The meeting concluded at 9:05 a.m. An audio recording is on file in the Commissioners' Office.

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

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

Commissioner Dale made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i). The motion was seconded by

Commissioner Rule. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:22 a.m. with no decision being called for in open session.

CONSIDER SIGNING A RESOLUTION TO WAIVE THE FEE FOR THE VALLIVUE SCHOOL DISTRICT'S ADMINISTRATIVE APPLICATION FEE

The Board met today at 9:30 a.m. to consider signing a resolution to waive the fee for the Vallivue School District's administrative application fee. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Commissioner Rule said the County has historically waived fees and he suggests we maintain that policy in this case. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the resolution waiving the fee for the Vallivue School District's administrative application fee. Zach Wesley said the waiver is for \$3,173. (See Resolution No. 15-188.) The meeting concluded at 9:32 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING ACCEPTANCE OF GROUP DENTAL INSURANCE WITH WILLAMETTE DENTAL GROUP

The Board met today at 9:33 a.m. to consider signing an acceptance of the group dental insurance with Willamette Dental Group. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Zach Wesley, HR Director Jeannine Eiband, and Deputy Clerk Monica Reeves. Zach Wesley said this is a renewal of the Willamette contract and there is no increase in the cost to the County from 2015, and the benefits remain the same from the prior year as well. This is a new contract, although there are not any substantial changes. It renews every year by written agreement and there is a one-page renewal that adopts the contract that's attached. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the acceptance of the group dental insurance contract with Willamette Dental Group. (See Agreement No. 15-162.) The meeting concluded at 9:34 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO ADOPT CHANGES TO TITLE, JOB DESCRIPTION AND SALARY GRADE FOR THREE POSITIONS IN THE DEVELOPMENT SERVICES DEPARTMENT

The Board met today at 9:34 a.m. to consider signing a resolution to adopt changes to title, job description and salary grade for three positions in the Development Services Department. Present were: Commissioners Steve Rule and Tom Dale, HR Director Jeannine Eiband, HR Generalist Lorraine Doramus, and Deputy Clerk Monica Reeves. Lorraine Doramus said she was asked to write a job description for a permit technician levels I, II and III. The significant difference is that a level II permit technician would have a certain certification and a minimum of three years' experience, and the level III permit technician would have the certification and a minimum of five years' experience. Her understanding is that the department had three people performing these duties but they had different titles (senior customer service specialist) so the job descriptions were rewritten. Commissioner Rule said Director Nilsson shared with the Board the reason for her request and he has no problem with it. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to authorize the signing of the resolution to adopt changes to the title, job description, and salary grade for three positions in the Development Services Department. (See Resolution No. 15-189.) The meeting concluded at 9:37 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO REFUND AGILE DESIGN COMPANY FOR AN OVERPAYMENT OF A BUILDING PERMIT ZONING COMPLIANCE FEE

The Board met today at 9:38 a.m. to consider signing a resolution to refund Agile Design Company for an overpayment of a building permit zoning compliance fee. Present were: Commissioners Steve Rule and Tom Dale, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Director Nilsson said they modified their plans and paid the zoning compliance fee twice but they only need to be charged once for their modification. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to authorize the issuance of a refund to Agile Design Company for an overpayment of a building permit zoning compliance fee of \$70. (See Resolution No. 15-188.) The meeting concluded at 9:39 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:17 a.m. for a weekly meeting with the Director of Information Technology to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Director of Information Technology Greg Rast, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: discussion regarding the annexation of the fairgrounds and associated costs; website rebuild project information; update on the landfill annexation project; wireless projects including the Coroner's Office, the Courthouse, Animal Shelter, Celebration Park, and the fairgrounds which are all scheduled to be completed by the end of February; and an update on the queuing system at the DMV. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:33 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SEVENTH DAY OF DECEMBER TERM, A.D., 2015
CALDWELL, IDAHO DECEMBER 22, 2015

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Angel Brown.

APPROVED CLAIMS ORDER NO. 1606

The Board of Commissioners approved payment of County claims in the amount of \$1,345,823.25 for a County payroll.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Auditor's Office in the amount of \$1,355.00 to Widmer Time Recorder Co.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Solid Waste Department in the amount of \$50,370.00 to Metta Technologies.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$488.85 to Cerium Networks.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$3,585.00 to Precom.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$654.43 to TekPipeline, LLC.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$2,860.81 to VLCM.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$2,575.00 to Intermountain Communications.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$2,632.31 to Superior Pain and Glass.

APPROVED OCTOBER 2015 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of October 2015 were read and approved and found to be a proper record of the proceedings of the Board of 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.

LEGAL STAFF UPDATE

The Board met today at 9:02 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Brad Goodsell gave an update on the Nampa annex property and reported that the City of Nampa, as well as an adjacent property owner, Robin Moffitt have expressed an interest in the building. Commissioner Dale said if the property was sold to a private party it would be back on the tax rolls, also, he would like an appraisal of the property. Commissioner Rule wants to weigh all options. Mr. Goodsell said if we were buying property we'd have to have an appraisal but since we're selling it we have to hold an auction. We don't necessarily have to have an appraisal, we can ask the Assessor to give us an idea of what it's worth and if we have interested buyers we can negotiate a price with them with the understanding that whatever that price is it will be the opening bid at the auction. He said we can get values without paying for an appraisal. Commissioner Hanson said the County has qualified staff who can give us a reasonable value. A walkthrough of the building will be scheduled after the holiday. The Board went into Executive Session as follows:

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

Commissioner Hanson made a motion to go into Executive Session at 9:08 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i) to discuss records exempt

from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:11 a.m. with no decision being called for in open session.

MEETING TO DECIDE WHICH SURVEY DATA TO USE IN THE EMPLOYEE COMPENSATION STUDY

The Board met today 9:32 a.m. for a meeting to decide which survey data to use in the employee compensation study. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, HR Director Jeannine Eiband, Clerk Chris Yamamoto, Assessor Gene Kuehn, Controller Zach Wagoner, Chief Deputy Sheriff Marv Dashiell, IT Director Greg Rast, IT Business Manager Caitlynn Pendell, Fleet Director Mark Tolman, Facilities Manager Paul Navarro, DSD Director Tricia Nilsson, Weed Control Superintendent Jim Martell, and Deputy Clerk Monica Reeves. Jeannine Eiband said the purpose of the meeting is for the Board to hopefully make a decision as to what survey data it wants to proceed with for the compensation study. She said Mr. Swallow provided us with local data from our five local competitors and also some regional data and at the Board's request earlier in this process she consulted with him to make sure he understood the Board wanted relevant regional data - comparable cities, counties and demographics. He feels he's proved that in the regional data and that it's a good representation of likeminded counties, cities and entities for us so the decision the Board needs to make is between the local data and the regional data. Ms. Eiband said they solicited opinions after the December 9th meeting as to what the elected officials and department administrators would prefer and she heard overwhelmingly their opinion would be to use the regional data. Her opinion is that the local data is good, the problem with it is we have several positions where there's not enough data to give us a good range to know where the positions fall. We have the option of doing a hybrid that Mr. Swallow talked about, we could pull the regional data into the local for those few positions, but her fear would be we're once again starting off on uneven ground with a lot of our positions; they are not across-the-board, whereas the regional data has enough survey data to provide a good basis for our ranges. Commissioner Rule asked if Ms. Eiband is recommending the regional data after talking to a number of the elected officials. Ms. Eiband said no, there were a couple of elected officials, and a few department administrators, who emailed her and said their preference would be regional. No one has contacted her about using the local data. Commissioner Hanson

said it makes sense to use the regional data if it covers all County jobs, and we could probably go into a whole lot more detail if we need to. Commissioner Dale said from the feedback he's heard it sounds like the regional data fits the bill for most things and it seems to be more equitable across-the-board and rather than try a hybrid where you're picking and choosing it might be better to stick with one or the other and if we're going to do that he prefers the regional. Commissioner Rule said he'd be willing to look at a hybrid but it doesn't look like that is going to happen so the regional data will solve the problem. Commissioner Hanson made a motion to continue the process that we are following through with the contract and the plan we laid out and using the regional data as our baseline source of information to establish employee compensation. Commissioner Dale seconded the motion for discussion. He said there have been issues raised on the internal equalization and a meeting has been set for January 12 and we'll continue with a process that will lead us to an equitable result hopefully after January, but primarily it's good to take our time to make sure we're doing it right and if it takes another month or two that's better than rushing into it and doing something without enough time and input from the people who will be affected by it. Commissioner Hanson said we are following the contract with Mr. Swallow who has primarily fulfilled the requirements the contract. There are meetings set up with HR to meet with individuals to discuss the potential issues of internal equity so we can address those questions with Mr. Swallow and through the HR Director so we can all stay on the same page and so if we continue to follow that format we're going to be able to accomplish something. He is not in favor of pushing the process out for months and months because the employees were told that we were going to be ready to move on some compensation in January. He said we hired an outside consultant to come up with the information since we couldn't seem to get it done internally and although it may not be perfect it is a step forward and the longer we delay it the more detrimental it is to the employees. Commissioner Dale hopes we can reach a consensus at the January 12 meeting. Commissioner Rule asked if we are within the parameters of the contract. Ms Eiband believes we are but she'll have to review the contract again. She said one of the final steps includes an option of doing the internal equity which she thinks is a good idea, and the last thing we require of Mr. Swallow is to do an exemption testing on exempt level positions. A roll call vote was taken on the motion to move forward with a regional survey data: Commissioners Dale, Hanson and Rule voted in favor. The motion carried unanimously. The meeting concluded at 9:41 a.m. An audio recording is on file in the Commissioner's Office.

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

The Board met today at 9:49 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Human Resources Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: update and discussion regarding the compensation study and possibly having an internal equity committee should the Board choose to do that; Director Eiband would like to move the administrative supervisor position to a specialist position for project management of IT projects, reporting projects, and large projects so she will have a new description and resolution to the Board soon; personnel and hiring updates; and discussion regarding changes to the employee handbook. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:01 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

PUBLIC HEARING - PRELIMINARY PLAT AND IRRIGATION PLAN FOR CRYSTAL LAKES ESTATES NO. 2, CASE NO. PH2015-14

The Board met today at 10:03 a.m. to conduct a public hearing in the matter of a preliminary plat and irrigation plan for Crystal Lakes Estates No. 2, Case No. PH2015-14. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Dan Hukill, Sindi Hukill, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The P&Z Commission recommended approval of the preliminary plat and irrigation plan on September 3, 2015 and the final plat is in substantial compliance with the preliminary plat that was approved. Staff is recommending approval of the preliminary plat, irrigation plan and the final plat. Dan Hukill testified in favor of the request. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to close public testimony. Commissioner Dale made a motion to approve the preliminary plat and irrigation plan and authorize the Board to sign the final plat for Crystal Lakes Estates No. 2, which includes the listed conditions, as well as approve the Findings of Fact, Conclusions of Law, and Order. A roll call vote was taken on the motion with Commissioners Dale, Hanson and Rule voting in favor of the motion. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to authorize the Chairman to sign the final plat. In closing Commissioner Rule said he likes this development which has taken an old gravel pit and turned it into building lots while preserving the farm ground around it

for active farming. The hearing concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

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

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

ABSENT: Commissioner Tom Dale - vacation

INDIGENT DECISIONS

The Board met today at 8:43 a.m. to consider indigent decisions. Present were: Commissioner Steve Rule, Commissioner Craig Hanson via telephone conference, Indigent Customer Service Specialist Ellen Pitcairn, and Deputy Clerk Kelly Martinez. Ms. Pitcairn said the following cases are initial determination of denials: Case Nos. 2016-184, 2016-177, 2016-298, 2016-191, 2016-89, 2016-173, and 2016-107. Ms. Pitcairn also submitted the following Case Nos. for approval: Case Nos. 2015-828, 2015-1437, 2015-1412. Commissioner Hanson made a motion to deny the denials and approve the approvals as stated on the record. Commissioner Rule seconded the motion and it carried unanimously. The meeting concluded at 8:46 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-050038, 2015-050039, 2015-050040, 2015-050042, 2015-050041, 2015-050043, 2015-050044, 2015-050045, 2015-050046, 2015-050047, 2015-050048, 2015-050049, 2015-050050, and 2015-050051.

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

No meetings scheduled due to lack of quorum

TENTH DAY OF DECEMBER TERM, A.D., 2015
CALDWELL, IDAHO DECEMBER 28, 2015

No meetings scheduled due to lack of quorum

ELEVENTH DAY OF DECEMBER TERM, A.D., 2015
CALDWELL, IDAHO DECEMBER 29, 2015

No meetings scheduled due to lack of quorum

TWELFTH DAY OF DECEMBER TERM, A.D., 2015
CALDWELL, IDAHO DECEMBER 30, 2015

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

ABSENT: Commissioner Craig L. Hanson - vacation

INDIGENT DECISIONS

The Board met today at 10:21 a.m. to consider indigent decisions. Present were: Commissioner Steve Rule, Commissioner Tom Dale via conference call, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to uphold the denials on the following cases: 2016-101, 2016-206, 2016-178, 2016-205, 2016-195, 2016-204, 2016-218, 2016-194, and 2016-313. The meeting concluded at 10:23 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-050714, 2015-050715, 2015-050716, 2015-050717, 2015-050718, 2015-050719, 2015-050720, 2015-050721, 2015-050722, 2015-050723, 2015-050724, and 2015-050725.

THIRTEENTH DAY OF DECEMBER TERM, A.D., 2015
CALDWELL, IDAHO DECEMBER 31, 2015

No meetings scheduled due to lack of quorum

FOURTEENTH DAY OF DECEMBER TERM, A.D., 2015
CALDWELL, IDAHO JANUARY 4, 2016

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Terrance Martinez, Francisco Hernandez, and Scott Rowley.

APPROVED CLAIMS ORDER NO. 1-8-16

The Board of Commissioners approved payment of County claims in the amount of \$258.75 for accounts payable.

APPROVED CLAIMS ORDER NO. 1-11-16

The Board of Commissioners approved payment of County claims in the amounts of \$4,114.20, \$69,272.24, and \$162,833.77 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$15,634.00 to Nemo-Q L.P.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$1,000.00 to IPMA.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$1,775.00 to Boise Office Equipment.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$5,500.00 to Upson Roofing.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$3,863.00 to Northwest Service Technologies.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Facilities Manager Paul Navarro, PIO Joe Decker, Senior Administrative Specialist Jenen Ross, and Deputy Clerks Kelly Martinez and Monica Reeves. Ms. Martinez and Ms. Ross left at 8:36 a.m. Chief Civil Deputy P.A. Sam Laugheed arrived at 9:00 a.m. Joe Decker reported on the following communication issues: media groups have requested an update on the Sheriff's Office investigation of the officer involved shooting in Homedale; he received the RSVP renewal contract for the volunteers at the front desk, he ran it by Sam Laugheed and they added a third year station signature for them to sign after they sign,

Mr. Decker will bring it to the Board; he has a website re-build meeting tomorrow with IT; Juvenile Probation will present a check to the Girls on the Run organization as part of the Back on Track 5K walk event; and he will work on talking points for the KBOI radio interview. Paul Navarro reported on the following facilities issues: demolition of the courthouse first floor starts today; the Prosecutor's Office is operational today in their new office on the third floor; the signs for the third floor will be installed today; the IT training room is up and running; a jail design meeting is set for Thursday; he is still working on finding a truck to do repair work on the flag pole, and although he was hoping to find something less expensive, it looks like he will have to pay for delivery and use of the truck; he is holding a 5% retainer for the courthouse roof project until this spring when the contractor does the permanent repair of the metal; the Nampa court operations will move to Caldwell on January 15 and they will harvest select equipment and furniture from the vacated building. Mr. Navarro will organize a tour of the building for the Board. There are two interested buyers: a private person and the City of Nampa. According to Mr. Navarro, the building is sound but it needs a new roof, and there are multiple sewer connections one of which has failed and been sealed off. There is functional plumbing as well as heating and cooling, and there is a shared wall with Hopper Electric so odors tend to drift over when they are working on motors. The direction has been that the County wasn't going to spend resources because we are going to vacate the building. He will make sure it is in sellable condition. Commissioner Dale said there should be a preliminary value analysis for tomorrow's meeting with Beth Ineck from the City of Nampa. Mr. Decker and Mr. Navarro left at 8:49 a.m. Jenen Ross returned at 8:50 a.m. for a review of the various boards and committees the Commissioners serve on. It was decided that Commissioner Rule will serve on the following: COMPASS Board, COMPASS Executive Committee, NACo-WIR, Magistrates Commission, and TVCC-Caldwell Advisory Committee. Commissioner Hanson will serve on the following: COMPASS Board, COMPASS Finance, Valley Regional Transit Board (VRT), VRT Executive Board, NACo Comm. Eco and Workforce Development, IAC Government Affairs, ISA Jail Standards (IAC), WIR (alternate) and Treasure Valley Partnership. Commissioner Dale will serve on the following: COMPASS Board, WICAP, CCOA, F.A.C.T.S., Southwest District Health Board, Western Alliance for Economic Development, Juvenile Justice Team, Regional III Mental Health Board, and the Misdemeanor Training Council. There was discussion about the County paying dues next fiscal year so it can become a member of the Boise Valley Economic Partnership (BVEP). Next week the Board will consider appointing a Chairman and Vice-Chairman of the Board of Commissioners. The meeting concluded at 9:04 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:04 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Commissioner Dale asked about the procedure for Sorrento Lactalis's request to extend their tax exemption for another two years. Commissioner Rule said once they provide proof to the Assessor that they are meeting the criteria set forth in the agreement for tax incentives we pretty much have what we need. Commissioner Dale also inquired about a medical indigency lien. Sam Laugheed will follow up with the attorney who is assigned to that matter. The Board went into Executive Session as follows:

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

Commissioner Dale made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 74-206(1) (d), to discuss records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:15 a.m. with no decision being called for in open session.

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

CONSIDER SIGNING A RESOLUTION CLASSIFYING RECORDS OF THE CANYON COUNTY AUDITOR AND AUTHORIZING THE DESTRUCTION OF CERTAIN RECORDS

The Board met today at 9:31 a.m. to consider signing a resolution classifying records of the Canyon County Auditor and authorizing the destruction of certain records. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, and Deputy Clerk Monica Reeves. Commissioner Dale made a motion to sign the resolution classifying records of the Canyon County Auditor and authorizing the destruction of certain records. Commissioner Hanson seconded the motion and asked if the resolution has been vetted. Leon Samuels said he drafted the resolution which is

very similar to prior resolutions the Board has approved. The motion carried unanimously. (See Resolution No. 16-001.) The meeting concluded at 9:32 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING IDAHO BUREAU OF HOMELAND SECURITY 2014 GRANT ADJUSTMENT NOTICE FOR CANYON COUNTY, AND MEETING TO DISCUSS EMERGENCY PROCESSES

The Board met today at 9:32 a.m. to consider signing the Idaho Bureau of Homeland Security 2014 Grant Adjustment Notice for Canyon County, and to discuss emergency processes. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Lt. Dave Schorzman, and Deputy Clerk Monica Reeves. Lt. Schorzman said the grant document is a match of 50 cents on the dollar, and the original allocated amount was \$121,000. At the end of the year the state looks at how much was allocated throughout the state because some agencies did not use all of their funding amounts, and Lt. Schorzman had overmatched (saying he had done more than 50 cents on the dollar) so the state reallocated \$25,517.72 to Canyon County. He said the form acknowledges the amount and closes out the grant. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the Idaho Bureau of Homeland Security 2014 Grant Adjustment Notice for Canyon County. (See Agreement No. 16-001.) The next item of discussion dealt with a workplace violence training seminar that will be put on by the HR Department toward the end of January. He spoke about the need to update the County's evacuation process to include accounting for each department/office and reporting to dispatch in the case of fire alarms, evacuations, etc. Lt. Schorzman doesn't know what the next methodology will be but it needs to go through the elected officials and department heads to advocate individual training for each department. Commissioner Hanson said there are things being looked at by legal and HR that address some things so he suggested Lt. Schorzman seek input from those two offices to start with. As far as training, he said it comes down to having a supervisor, or designee, in each office for that purpose. Lt. Schorzman said HR has asked him and Kelly Anderson to conduct the training but he's going to tell them it needs to be in the hands of the department heads and section leaders to train and come up with their own documented procedures. He will assist the individual departments with informal training. The meeting concluded at 9:45 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#16-002 Kebob LLC dba Tobacco Connection #16

CONSIDER SIGNING FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER
IN THE MATTER OF THE APPEAL BY MARY BLACKBURN FOR A C.U.P. FOR AN
RV PARK, CASE NO., PH2015-31

The Board met today at 10:00 a.m. to consider signing the Findings of Fact, Conclusions of Law and Order (FCO's) in the matter of the appeal by Mark Blackburn for a Conditional Use Permit (C.U.P.) for an RV park, Case No. PH2015-31. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Director Tricia Nilsson, DSD Planner Christian Samples, and Deputy Clerk Monica Reeves. The Board heard the matter on December 14, 2015 and the appeal was denied. Christian Samples said in working with the Prosecutor's Office they have come up with a methodology for denial based on the fact that RV's are temporary uses; the intent of an RV park is for temporary use only. Having an RV park solely for the purpose of permanent occupancy is not within the confines of the ordinance. Also, the Prosecutor's Office indicated that essentially RV's are not built to the requirements of the building code and they are not addressed so responders would have a difficult time in case of an emergency especially with a lack of addressing so with those grounds in mind the FCO's are before the Board for denial. Commissioner Rule said many or all of the points the Board discussed were covered and he appreciates Mr. Samples' work. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to accept the Findings of Fact, Conclusions of Law and Order in the matter of an appeal by Mary Blackburn on Case No. PH2015-31. Mr. Samples said the appellants have legal recourse under Idaho Code for reconsideration so if they apply for that this could be back before the Board again for reconsideration. Commissioner Rule said the Board will entertain it again if that should happen. Commissioner Dale asked if there is any avenue for them to arrive at a place where any of it could remain on the property. Director Nilsson said not with the RV's, but they could choose a secondary residence. DSD has gone through with them any options for compliance, and they could never have two extra dwellings on that property with the way it's zoned and configured. A manufactured home would be a minimum standard for a permanent dwelling. The meeting concluded at 10:03 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:17 a.m. for a weekly meeting with the Director of Information Technology to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Director of Information Technology Greg Rast, and Deputy Clerk Kelly Martinez. HR Director Jeannine Eiband arrived at 10:21 a.m. for the next meeting. Topics of discussion included the following: they have filled the Telecom Administrator positions; update on the EE04 reporting closing documents; information regarding a TV for the morgue and computer setup for convenience; and 2016 project and operational direction summary information. 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.

CONSIDER SIGNING A RESOLUTION TO APPROVE THE TITLE AND PAY GRADE CHANGE OF ONE POSITION IN THE HUMAN RESOURCES DEPARTMENT

The Board met today at 10:34 a.m. to consider signing a resolution approving the title and pay grade change of one position in the Human Resources Department. Present were: Commissioners Steve Rule and Tom Dale, Human Resources Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. Director Eiband said she wanted to make a couple of changes in her office and this resolution will reflect one of those changes. She requested to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows:

EXECUTIVE SESSION - PERSONNEL MATTER

Commissioner Dale made a motion to go into Executive Session at 10:35 a.m. pursuant to Idaho Code, Section 74-206(1) (b) to discuss a personnel matter. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Tom Dale, Human Resources Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 10:40 a.m.

Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the resolution approving the title and pay grade change of one position in the Human Resources Department. The signed resolution,

No. 16-003, is on file with this day's minute entry. The meeting concluded at 10:41 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

FIFTEENTH DAY OF DECEMBER TERM, A.D., 2015
CALDWELL, IDAHO JANUARY 5, 2016

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Cindy Lorta.

FILE IN MINUTES

The Board filed Official Oaths for Jason Culbertson, Steve Onofrei, Sheila Diaz, and Ann Ledford in today's minutes.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$2,217.59 to Bomgar.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$2,795.00 to ONLC Training Center.

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

The Board met today at 8:34 a.m. for a biweekly meeting with the Chief Probation Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Probation Officer Elda Catalano, and Deputy Clerk Kelly Martinez. HR Director Jeannine Eiband arrived at 8:44 a.m. for the next meeting. Deputy P.A. Zach Wesley arrived at 8:49 a.m. Ms. Catalano discussed urinalysis tests with juveniles as it relates with the court, who are not happy with the way the system is currently working. Ms. Catalano put together a document about the procedure and process and how to move forward. The courts want them to do something they haven't done in the past, but there are several factors to be considered. There was discussion regarding what is in the judgement of the juvenile decree. Ms. Catalano said when juveniles go to court they can be ordered to submit to random urinalysis tests as directed by the probation officer. The probation officer has been traditionally, as the court order indicates, deciding how often the juvenile will be receiving testing and they take everything into consideration. Many offenders struggle to pay for their testing and often do not even pay for their treatment at all. There is a state system, money that comes to the County through the Department of Juvenile Corrections, which allocates over a half of a million dollars to Canyon County to access funding to provide treatment to these juveniles and their families. This source of funding pays for all of the treatment and the family pays little to no money, yet there are still juveniles and their families that are not willing to comply or even show up to take a test. Ms. Catalano said there are about five different agencies in Canyon County who provide services to juveniles. These agencies provide anywhere from level one to level two services. When an agency is requesting a juvenile be removed from an agency and placed in a residential program, which is at the cost of \$189 per day. Some of these juveniles spend up to five months in these programs and come right back so the use of those funds has been in question by all of the probation officers and the district because obviously the treatment that the offenders are receiving and removing them from the community is not as effective as we would like. Ms. Catalano wanted to let the Board how the system works and that how the system is working and has been executed is not consistent with what the court expects so she is making some changes with what she can control to assist the juveniles meet the courts expectations. Ms. Catalano said it is her job and her staff's job to make sure that the juveniles are in compliance with a judge's order. Ms. Catalano said she wanted the Board to know how they go about doing juvenile probation and if there are any concerns she would like to hear them. She wanted to make sure the Board clearly understands that this particular issue is not solved just by saying do this, there are so many other factors that are considered including state funding that comes into play when these decisions are made. Ms. Catalano said she has been requesting meetings for over a year and half with the courts

to go over budget information and get input before it is submitted. She has also asked about direction regarding social histories and just the language in their forms, but she has not received that from the courts. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:58 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 8:58 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Human Resources Director Jeannine Eiband, Director of Misdemeanor Probation Jeff Breach, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Director Eiband submitted a salary rate request which was in reference to a job change that was approved yesterday. Director Eiband said there is a salary increase that may look a little large but this particular employee has been underpaid quite a bit because at the time of her hire Director Eiband did not have the funds to hire her in at the starting wage for the job. With the administrative supervisor position open and those funds available, she is able to move this employee to the appropriate rate for the job being performed and has also been validated by the recent compensation survey information. Director Eiband also wanted to discuss the issue of the request by the Elected Officials to meet privately with consultant Mike Swallow and herself. The request is for a meeting with a proposed time of 1 p.m. to 5 p.m. on Monday, January 11. Director Eiband said she talked to Mr. Swallow earlier today on other issues and she told him the Board should be making a decision about that meeting today. Director Eiband said it does appear that according to Sheriff's Donahue's email on behalf of the Elected Officials that they anticipate those four hours to be kind of the job valuation committee where they can go through and evaluate the point values of each position in the County. As she stated in her emails, she doesn't have any problem meeting with them, Mr. Swallow will also meet with them at the Board's request. What Mr. Swallow has mentioned to Director Eiband is that he proposed a couple of weeks ago that in a County environment where there isn't any final say, per se, of course this Board has final say on wages, there isn't one "top dog" that says this is how it is going to be, it is a collective body with nine individuals with similar rights and authority, and the job valuation committee doesn't provide any type of resolution. Director Eiband said as most Elected Officials would probably say, they feel that they fairly rated their employees so if they each feel that way it is difficult to understand how a job valuation committee will accomplish anything, however we can go through that process if that is this Board's desire. Director Eiband said she thinks it is appropriate that at least one member of this Board be present and a member

of that committee to accurately represent all the Elected Officials. She understands that the Board was not copied on those emails and she notified Sheriff Donahue that she would be sharing that information with the Board so she has tried to be transparent about that. She said Sheriff Donahue's first email indicated that the Elected Officials want to have a private meeting that is not open to the public to have this discussion and she said that is up to legal to determine if that is appropriate. Director Eiband said she thinks it is important that today's decision that the Board determine if there will be a meeting and her preference would be that this Board communicate with the other Elected Officials if there will or will not be a meeting. She would also like some direction on how to proceed, she has been meeting with department heads last week and this week and she said those meetings have gone very well. Director Eiband wanted to confirm that the Board will be meeting with Mr. Swallow on January 12 and then after that point she will then forward the items that Mr. Swallow has submitted as well as the recommendations of changes that department heads have asked for based on needing to fix years of service or compression issues that are still existing in their offices. Commissioner Rule said we signed a contract with Mr. Swallow to perform a service and why are we being asked to direct Mr. Swallow how to fulfill his contract. Director Eiband said she would view that differently, Mr. Swallow has performed the bulk of the requirements of his contract and there is one remaining item which is the exemption testing and we have the product for that we just haven't gotten there yet. She said the reason this is coming up is because as he pinpointed in his Executive Summary, there is an optional job valuation committee that was in his proposal and it depends on the entity on whether it would be appropriate to have it or not and that is up to the Board. As the Board is aware, the Sheriff and the Prosecuting Attorney privately contacted Mr. Swallow a couple of weeks ago and had a discussion in which Mr. Swallow mentioned the availability of this job valuation committee if it was requested and so that is where this is coming from. Our other Elected Officials are requesting additional meetings with Mr. Swallow, who is waiting for the Board's direction on that. Mr. Swallow has made it pretty clear that he provided us a tool and he gave us his best recommendation for least cost implementation and then he says in his Executive Summary to use the tool as you need to meet the needs of the County. Director Eiband said Mr. Swallow is waiting direction from the Board on whether he should continue having additional meetings with the Elected Officials or not. Commissioner Rule said to follow up, Mr. Swallow has done a study, given us that tool but an option is for Elected Officials to come in and tell Mr. Swallow that he made a mistake and the numbers should really be this, and is that what he is understanding. Director Eiband said that is not quite right, so initially Mr. Swallow took the job descriptions that had just been reviewed and approved by Elected Officials and Department Administrators last year, and came back with initial job values based on just the job description. She said we then had individual meetings with Elected Officials and Department Administrators and they could make changes to Mr.

Swallow's recommendations of point values to make it more appropriate for their organization. They are not coming back to Mr. Swallow saying he has made the wrong point valuations, they want to have a committee where they say to another Elected Official "you made the wrong point valuation" for their employee. Mr. Swallow mentioned this morning to Director Eiband that one thing that seems more appropriate in a County environment is that you really silo those job descriptions and that there is not one big spreadsheet anymore that has the County personnel listed from top to bottom. He can make new sheets that are just by organization because he said how do you compare a legal secretary to a court clerk to a human resources generalist to an indigency hearing specialist, there is no comparison which is why you get rid of those ranges where you have N5 or E1. Mr. Swallow suggests keeping them in silos so each office just worries about their own point valuation and not everyone else. Commissioner Dale said Mr. Swallow has given us this tool and now we are in the final equalization of it because you have to make adjustments here and there to make the tool specifically fit the needs that we have here. Commissioner Dale asked what Mr. Swallow's recommendation is to move forward and if he thinks the meeting on January 11 would be productive or just use the meeting on the 12th to address all of those issues. Director Eiband said they did not talk a lot about the meeting on the 11th, the only comment he made this morning via phone was that he would be concerned having that meeting only if there was no Commissioner present there as the contract is with the Board. Director Eiband said Prosecutor Taylor brought up the concern that the rankings of certain entry level employees, Mr. Swallow made mention that one way to get around that is that every office, their entry level position, is the same grade County-wide which starts everyone out on equal footing at the lowest level. Commissioner Hanson said the reason we hired Mr. Swallow was because of the body of Elected Officials in Canyon County could not come to any real terms or agreement on what was going on and when he proposed this to them and asked if they would consider this, they said if it was implemented so that is the starting part. He went on to say that in the aspect of being transparent, which is what this Board has continually tried to be with what is going on, and then to have other Elected Officials trying to set up their own meetings and take away what he believes is the responsibility and statutory authority of the Board to deal with in Canyon County government for salaries and benefits for staff and do their own thing, is a little disconcerting to him and he is not happy with that methodology. In regard to having one Commissioner attend the proposed meeting on the 11th, Commissioner Hanson said all the Commissioners have a different view with regard to this issue and he doesn't believe that it is in the best interest of Canyon County, the employees or transparency of government, to allow certain Elected Officials to have their own meetings with only one Commissioner present. He thinks it is imperative that we continue to be transparent upfront and on the record with concerns about this process if there are significant concerns. There is a meeting scheduled on January 12 with Mr. Swallow wherein any questions can be asked in a public forum and

addressed so that all individuals have the same information so he is not in support of the proposed meeting on the 11th or the option of other Elected Officials evaluating what is going on in the specifics of other persons staff and responsibility. Commissioner Dale said it sounds to him that there are some logistical issues that could be difficult to do for that meeting on the 11th and at the last meeting with Mr. Swallow he had encouraged anyone with questions to contact him directly. Commissioner Dale would recommend that if someone has questions about specific things regarding the study that they would submit those in writing to Mr. Swallow so that he can be prepared to answer them at the meeting on the 12th. Commissioner Rule said he is okay with that but he was also okay with his initial instructions to send any questions in writing to Human Resources who would then get them to Mr. Swallow. Commissioner Rule said in a very poignant email that Prosecutor Taylor would not be doing that, so he doesn't feel a lot of loyalty or obligation to just bend over and have the Elected Officials start having their own separate meetings. Commissioner Dale said there may have been a little bit of a contradictory message because they heard Commissioner Rule's message but they also heard Mr. Swallow say if there any questions to contact him directly. Commissioner Hanson said the instruction from the Board to help this process go was to go through Human Resources with the questions and the fact that Human Resources already had meetings set up to continue this process and it appears the Elected Officials have decided that they don't want to participate in those meetings which is a part of the process to keep this going for their concerns to be addressed with regard to staffing pay. Commissioner Rule said he agrees with Commissioner Dale to have people write their concerns down and send them to Mr. Swallow and then we will take it up at the meeting on the 12th. Commissioner Rule said it is really important to him that the contract is followed and when we start jumping out of the contract, he wants specific examples of how it is happening and why it is happening and he probably wouldn't support it. Director Eiband said she doesn't pretend to understand the thought processes that are coming from the other Elected Officials, but she wonders if the Sheriff sent that email to her because of the directive that the Board gave to go through Human Resources, so that could be why the Sheriff communicated that to her. Her question is now, moving forward will the Board send some kind of communication out to the Elected Officials letting them know about the meeting on the 11th. Commissioner Rule said did they ask the Board or did they ask Director Eiband and she said they asked her. Commissioner Dale said he thinks it would be appropriate for Director Eiband to send out the communication. Director Eiband said she and Mr. Swallow have both agreed that the process is out there, it is very transparent so they are prepared to address any questions anyone has. Director Eiband said to clarify that after the meeting on the 12th she should be prepared to give the Board the final plan. At this point she knows there are still issues with the Sheriff's Office and probably the Prosecutor's Office as well that should be addressed but at this point the goal is to get the funds disbursed and ready to go in January so this doesn't drag out any longer and

the employees receive the funds, hopefully in this fiscal year. Commissioner Hanson said this has been an ongoing process that we have made steps forward every year. It is Commissioner Hanson's opinion that whatever we do in light of the study is a very positive move forward and we continue to this process as needed based on all of the market adjustments, values and staff. The meeting concluded at 9:24 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION CLASSIFYING RECORDS OF CANYON COUNTY MISDEMEANOR PROBATION AND AUTHORIZING DESTRUCTION OF CLOSED OFFENDER SUPERVISION FILES

The Board met today at 9:24 a.m. to consider signing a resolution classifying records of Canyon County Misdemeanor Probation and authorizing destruction of closed offender supervision files. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Director of Misdemeanor Probation Jeff Breach, and Deputy Clerk Monica Reeves. The Prosecutor's Office has reviewed the resolution, which is similar to one that was done last year. Jeff Breach said the records are offender files that were closed in 2013 and per policy they keep them for two years after they have been closed. He would like to destroy the files so they can make some room in their cabinets. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the resolution classifying records of Canyon County Misdemeanor Probation and authorizing destruction of closed offender supervision files. (See Resolution No. 16-004.) Mr. Porter informed the Board that the Prosecutor's Office does not have any items to bring up during the legal staff update today. The meeting concluded at 9:26 a.m. An audio recording is on file in the Commissioners' Office.

ELECTED OFFICIALS MEETING

The Board met today at 9:33 a.m. for an elected officials meeting. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Deputy Assessor Joe Cox, Sheriff Kieran Donahue, Clerk Chris Yamamoto, Coroner Vicki DeGeus-Morris, Treasurer Tracie Lloyd, and Deputy Clerk Monica Reeves. Joe Cox reported that there will be four Board of Equalization cases coming to the Board in a couple of weeks. Sheriff Donahue gave an update on the situation near Burns, Oregon where protesters have taken over a wildlife refuge in Harney County. He also reported that Sheriff Patty Bowen's husband passed away unexpectedly so he and other law enforcement members will travel to Valley County this Friday to pay their respects. Clerk Yamamoto reported that the outside auditor completed the onsite review last week.

The Controller and staff in the Auditor's Office have been busy not only with the outside audit but with an unusually high number of requests from other taxing districts who were going through their own audits. This week the Clerk will place an order for ballot stock for the March Presidential Election, but they're not sure what kind of order to place because they haven't had an election like this one before so they could spend several thousand dollars and not need it. In 2012 voter turnout was just over 25% but given the circumstances of who is running we could see a higher number this year. The Clerk is working with Ada County and they're trying to come up with a formula and see if they can make any sense of it. The dilemma is we have roughly 80,000 registered voters and due to what's going on with the presidential election they don't know how many Election Day registrations they'll have. Tracie Lloyd said her office has been busy with tax collection the past several weeks. There was fraudulent activity involving the County's bank account number where someone tried to cash four checks totaling \$10,000 in Texas, Oklahoma and North Carolina, but they were immediately returned. She was contacted by a bank teller in Mackey, Idaho who had received a call from someone who was asking questions about a check so Ms. Lloyd contacted the Sheriff's Office and a report was filed. She said there are safeguards in place that catch those things immediately. Vicki DeGeus-Morris said the IT Department installed a new electronic system in the morgue where x-rays can be viewed on monitors next the autopsy table while they are working rather than going to a separate room to view the information on a computer. During 2015 the Coroner's Office handled 40 cases most of which were high profile and time consuming. She is very pleased with the services provided by the forensic pathologist, Dr. Kronze. No Board action was required or taken as today's meeting was held for discussion purposes only. The meeting concluded at 9:51 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING REQUEST FOR RETENTION OF COUNTY VESSEL FUNDS

The Board met today at 10:15 a.m. to consider signing a form from the Idaho Department of Parks and Recreation requesting for retention of Canyon County vessel funds. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Zach Wagoner said the County receives revenue based on boat registrations and that revenue is deposited into the waterways fund and from that fund we pay seasonal deputies at Lake Lowell as well as the salaries and benefits of Ben Keyes. Based on financial activity in FY2015 there was a \$6,915 surplus and he would like to carry over that money and use it for providing recreational boating and other opportunities at Lake Lowell. Mr. Wagoner and Mr. Keyes prepared a document that describes the intention for the use of the monies that would include purchasing regulatory buoys, cables, cable clamps, and anchors to replace faded and broken buoys. Early estimates suggest \$10,000 could be

expended on the project. The Board likes the fact that the funds will stay in Canyon County to repair items that are utilized by the people who pay the fees. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the request for retention of Canyon County vessel funds as stipulated in the document. The meeting concluded at 10:18 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH JOE KOZFKAY FROM IDAHO FISH AND GAME TO DISCUSS CARP ISSUE IN LAKE LOWELL

The Board met today at 10:33 a.m. for a meeting with Joe Kozfkay from Idaho Fish and Game to discuss the carp issue in Lake Lowell. Present were: Commissioners Steve Rule and Craig Hanson, Assistant Parks Director Kathy Kershner, Outdoor Recreation Planner Nikki Schwend, Controller Zach Wagoner, Solid Waste Director David Loper, Clerk Chris Yamamoto, Mike Peterson and Joe Kozfkay from Idaho Fish and Game, and Deputy Clerk Kelly Martinez. Mr. Kozfkay and Mr. Peterson reviewed a PowerPoint presentation which is on file with this day's minute entry. A question and answer period followed the presentation. No decisions were made as the meeting was for informational purposes only. The meeting concluded at 11:18 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEET WITH NAMPA ECONOMIC DEVELOPMENT DIRECTOR BETH INECK TO DISCUSS THE NAMPA ANNEX BUILDING

The Board met today at 11:31 a.m. with Beth Ineck to discuss the Nampa Annex. Present were: Commissioners Steve Rule and Craig Hanson, Assessor Gene Kuehn, Chief Deputy Assessor Joe Cox, Beth Ineck, Nampa Economic Development Director, and Deputy Clerk Monica Reeves. Because the discussion will focus on the value of the property and because there is another interested buyer the Board decided to have the discussion in Executive Session which was held as follows:

EXECUTIVE SESSION - ACQUISITION OF INTEREST IN REAL PROPERTY, AND DISCUSS RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Hanson made a motion to go into Executive Session at 11:33 a.m. pursuant to Idaho Code, Section 74-206(1) (c) and (d) regarding an acquisition of an interest in real estate and to discuss records exempt from public disclosure. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Hanson and Rule voting in favor of the motion

to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Craig Hanson, Assessor Gene Kuehn, Chief Deputy Assessor Joe Cox, Beth Ineck, Nampa Economic Development Director, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:46 a.m.

While in open session Commissioner Rule said no decisions were made and the discussion was about possible damages to the building which may affect its value. A tour of the building will occur in the near future and other than that nothing else that was discussed is critical to the outcome of any Canyon County tax dollars until agreements would be made. The discussion concluded at 11:46 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

SIXTEENTH DAY OF DECEMBER TERM, A.D., 2015
CALDWELL, IDAHO JANUARY 6, 2016

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

APPROVED CLAIMS ORDER NO. 1-11-16

The Board of Commissioners approved payment of County claims in the amounts of \$80,725.62, \$140,920.25, and \$70,283.59 for accounts payable.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#16-005 Ricks Kitchen LLC dba Club 102 Bar and Grill

INDIGENT DECISIONS

The Board met today at 8:30 a.m. to consider indigent decisions. Present were: Commissioners Craig Hanson and Tom Dale, Indigent Customer Service Specialist Ellen Pitcairn, and Deputy Clerk Monica Reeves. The Indigent Services Department is

requesting the Board make an initial determination of denial on the following cases: 2016-338, 2015-812, 2016-262, 2016-256, and 2016-344; and to make an initial determination of approval on the following cases: 2015-1503 and 2015-1410. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to accept the recommendation of the Indigent Services Department on the cases that were read into the record. The proceeding concluded at 8:32 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2016-000437, 2016-000438, 2016-00439, 2016-000440, 2016-000441, 2016-000442, 2016-000443, 2016-000444, 2016-000445, 2016-000446, 2016-000447, 2016-000448, 2016-000449, 2016-000450, 2016-000451, 2016-000452, 2016-000453, 2016-000454, 2016-000455, 2016-000456, and 2016-000457.

MEETING WITH ADMINISTRATIVE DISTRICT JUDGE TO DISCUSS GENERAL ITEMS

The Board met today at 9:30 a.m. with the Administrative District Judge to discuss general items. Present were: Commissioners Craig Hanson and Tom Dale, Administrative District Judge Brad Ford, Trial Court Administrator Doug Tyler, and Deputy Clerk Monica Reeves. Judge Ford asked for the Board's support in helping solve a problem related to the impending move of the Nampa court operation that's scheduled to take place on January 14. They have three courtrooms in Nampa that have been used consistently and there is an overriding issue he wants to head off and that's putting a magistrate courtroom on the side where there is no direct access to transport prisoners. The Sheriff's position is that it will not work to transport to that side because they don't want to take prisoners through the main hall to get to courtrooms; but on the other hand they cannot figure out a way to not bring prisoners over. He said they have explored areas and in order to make it work Paul Navarro will have to build a ramp (due to prisoners being transported in shackles) and they will figure out a way to channel prisoners outside to bring them in but they may need to change some doors to provide security for IT. He said the alternative is what's been going on in Nampa - they have helped us get by with video conferencing, but Public Defender Tera Harden said she's not going to do that any longer because she has a right to be in a room with her clients. The reality is defendants have a right to talk to their attorney and appear in court and Ms. Harden has said she's going to assert their rights to appear in a courtroom to talk to a judge. Judge Ford said they have looked at the calendar and it's

problematic because there are 800 active criminal cases coming over from Nampa and the two magistrate judges over there are handling criminal cases every day. They are trying to develop a master calendar plan to get things rotated but it's not a simple fix. The City of Nampa provided some transport assistance to take some prisoners to Nampa so there will be a void that needs to be addressed before January 19. He's trying to avoid the train wreck of judges waiting for prisoners due to a lack of transport officers, and he's trying to provide leadership in talking to everybody and saying we need to get together to solve the problem. Doug Tyler said the IT Director has volunteered to help, and they have two working video setups in Nampa and they're hoping to get it tested and ready for January 19 when the Nampa operations will resume in Caldwell. Judge Ford said Ms. Harden is adamant that it won't work so he's trying to set a plan with the Sheriff's Office to do as much by video conferencing as possible but he needs to give Mr. Navarro time to build a ramp and solve some of the access problems. Commissioner Hanson is aware of the issue but he hasn't seen any plans for it. He said there is an access coming out of the sally port area and going through the back parking area through a back door to the Sheriff's Office and although it's not the best case, it can be done. Commissioner Dale asked if there is any possibility to improve video conferencing. Judge Ford said the courts have been pushing that but the only way to get short-term assistance from Ms. Harden is if the video conference room is adequate because she wants her attorneys in the same room as the defendants. Commissioner Hanson said there has been the opposition from the Sheriff's Office on that but unfortunately the Board cannot fix it. Judge Ford's concern is there are 800 criminal cases coming from Nampa to Caldwell but there aren't any simple fixes; we need a short-term solution and a long term plan. He also believes there will be significant parking issues with the number of cases coming over. Commissioner Hanson said it's in a state of flux with trying to get things taken care of but Mr. Navarro will do the best he can and we'll get something on the table to see where the numbers are. Judge Ford will communicate with the Sheriff. Commissioner Hanson offered to show Doug Tyler the entry points he is talking about in the sallyport area following today's meeting. The meeting concluded at 10:00 a.m. An audio recording is on file in the Commissioner's Office.

MEETING WITH PUBLIC DEFENDER TO DISCUSS OFFICE STRUCTURE

The Board met today at 10:34 a.m. for a meeting with the Public Defender to discuss office structure. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Public Defender Tera Harden, Office Administrator Deepak Budwani, Lead Investigator Jim Kouril, and Deputy Clerk Kelly Martinez. Ms. Harden said this meeting was scheduled to discuss the public defense structure and options the Idaho Association of Counties was recommending. Additionally, Ms. Harden had been

emailed an ordinance by the Prosecutor's Office and the Board had asked her to review that and provide comments. Ms. Harden said obviously the ordinance is deficient in a number of ways. It starts out in Section 2 saying that they would represent all indigent persons that are detained by law enforcement which means that the initial detention, moving forward, could be stopped alongside the road. And words and phrases are to be given their regularly and ordinary meaning, a detention is stopped along the road so that is a bit problematic. The entire Section 4 is problematic having an advisory commission overseeing an office in which there is a lot of confidentiality. The problem with that would be an attorney that is a prosecutor is a conflict of interest, a law enforcement officer would be a direct conflict of interest, a judge or judicial staff member would be a direct conflict of interest. The Board of County Commissioners, in Ms. Harden's opinion, has said we have a public defender department, Ms. Harden is in charge of running it and she reports to the Board and she also reports to the State Supreme Court with regard to budget, the number of cases, caseloads and those reports are also provided to the Board on a monthly basis. Ms. Harden said as far as a department goes and reporting to the Board, they have been really responsive in getting that information together and providing it. Ms. Harden said she doesn't need another group of people telling her how to do her job and telling her lawyers how to do their jobs, especially given the fact that those individuals have never worked as a public defender or as a defense attorney which is very problematic. There is the Public Defense Commission which is a state commission and they are helping to provide training which is a great benefit. She believes they already have that advisory body to look at it and say is the public defender in Canyon County doing what they are supposed to do based on the resources allocated. Ms. Harden thinks that is really problematic and the entire Section 4 would need to be removed. The other sections have minor issues. Commissioner Rule asked who ultimately decides if these stay or go. Ms. Harden said the Board of Commissioners do, if they sign the ordinance. It also talks about compensation and she is aware the Board has already done the compensation study and she doesn't know if that is even appropriate to have in an ordinance. Obviously the Board did the study and saw where things are. Ms. Harden said she runs the second largest public defender's office in the state of Idaho. She is struggling right now working with the Prosecutor's Office as her counsel and she addressed this before but she thinks it may require outside counsel to actually look at this and make sure it is appropriate given some of the conflicts that she sees. Ms. Harden said if the Board needs more assistance with this ordinance or another ordinance drafted that would be appropriate for the Public Defender's Department, she does have 22 lawyers and they are pretty good at drafting stuff. Commissioner Hanson said that might at least have a comparative factor for the Board to review. Commissioner Rule said he is leaning towards not having an ordinance at all but if we do, both sides should weigh in equally for sure. Commissioner Dale said this was just a draft, a suggestion for a starting point. Ms. Harden said the Nampa Annex is supposed

to be moved over on January 19 which will eliminate the need for her lawyers to drive back and forth twice a day which will cut down the liability to the County. There has been discussion about how clients will now get to court and she has analyzed it and tried to find a solution when they were in Nampa that was feasible and wouldn't put the Board in a bad position but there was no feasible solution. She said the Sheriff was not willing to change certain things and she has talked to the judges coming over from Nampa that she thinks it is critical that defendants in a criminal case beyond just the preliminary arraignment be present in court, not on a video screen but actually present in court. The case law is very clear that a defendant in a criminal matter has a right to be present, in fact in civil matters they also have a right to be present. Ms. Harden said she thinks the Sheriff is not particularly happy and the Prosecutor's Office Civil Division is not particularly happy about the position she has decided to take but again a conflict of interest arises in that the Civil Division is advising the Sheriff and wants to make the Sheriff happy but she is representing the citizens of Canyon County that have a right to be present. She said they will have to walk defendants through to court and although it is walking, it isn't getting in a van and driving somewhere, and accommodations can be made but it ultimately will fix the problem versus continuing to exacerbate the problem. Ms. Harden said her lawyers will be requiring that their clients are actually present. She also discussed meeting with clients and allowing the ability to communicate with clients without having glass between them. Commissioner Dale said he was just in a meeting with Judge Ford and he made the Board aware that a lot of these issues he is working with Ms. Harden and the Sheriff to try to find some sort of resolution. Ms. Harden said it has gotten to the point where she was told the problem would be fixed last March, but Nampa didn't move over. This was a problem she started addressing before the Public Defender's Department opened and she has been working and working on it and finally said that when Nampa moves over, they are done. Ms. Harden said Judge Orr and Judge Sullivan understand and appreciate the fact that the client actually needs to be there. Commissioner Hanson said in regard to the transport issue, he took Judge Ford and the Trial Court Administrator Doug Tyler over to show them how they can come out of the sallyport through that back parking alley through the back part of the Sheriff's Office and the inconvenient part is it goes through that Sheriff's Office section to get to the elevator without having to go out to the public street. So there is, although not as convenient as people would like, a methodology for transport that can be accomplished at this point. Ms. Harden said it is not great but it works. The final issue is the legislative committee and the recommendations to the Idaho Association of Counties defense structure options. The Board had written a letter indicating option C was the ideal option which is that it is the state's responsibility. It also leaves an opt-out option but she understands why the County took that position given the ACLU lawsuit and the state's position as to it's not the state's responsibility. Ms. Harden said ultimately it is government's responsibility and somebody will ultimately decide whose responsibility it is, however in the

meantime the counties are funding it. She has a feeling it is going to be a mixed bag where the County is responsible and the state is required to make up the shortfall to meet certain regulations. Ms. Harden looked through the options and said collectively option A is a better option however there are a lot of unknowns such as where is the money going to come from. Commissioner Dale said he has talked to local legislatures that say option C is never going to happen, however they are talking about providing some funding but they are not going to take it on and create a new department. Ms. Harden said where options B and C are problematic is because of shared employees. The legislators and the Public Defense Commission do not have a good grasp of what it takes to actually run a public defender's office in any way, shape or form. They do not understand that you cannot have a non-lawyer telling another lawyer how to do their job. Ms. Harden said in her opinion option A, from a public defense delivery, is the best option because it keeps local control and it does bring in additional funding from the state. Commissioner Rule said the legislature never does anything unless it is receiving really uncomfortable pressure from one venue or another so unless they are sued by the ACLU and the state is in a lawsuit, they won't respond because they want to keep doing what they have been doing which is passing the cost to cities and counties. Ms. Harden said the problem with that is the clients that they represent, a bulk of them are criminal defendants that have had choices that they have made and they are problematic in society. The other clients they represent that no one talks about that have no voice and are very vulnerable are involved with child protection act cases. Last fiscal year Canyon County spent over \$300,000 handling child protection act cases. They also represent juveniles, the elderly, and mentally ill and it's not popular to talk about but they represent everyone in society as a whole, they are indigent but then they all generally have a substance abuse issue or a mental health issue as a whole. Until people start to understand what the public defender's department really does, things will not change. Ms. Harden said she has been working very hard on the involuntary hospitalizations to let the Board know what the actual cost is of everything to the County. In her budget presentation last year she did provide the Board with what it would cost if they do adopt certain standards for the state and it is about a \$1.5 million increase to have the appropriate support staff, lawyers and investigators to meet those standards. The only reason we were able to identify that is because we have a case management system and we have a paperless system which is much more efficient than what other counties are using. Ms. Harden said we are the only county in the state that can provide that information, Ada County does not have a case management system. Commissioner Hanson said he agrees that individuals need to be represented and has no problem with that, but with that said it has also been designated by our constitution that we as a people have the responsibility to provide that service to those indigent individuals so he has no problem with that. He went on to say the question that is now coming to a head is who is responsible for managing and financing and that is a policy decision and not based on who needs represented. Commissioner Rule said he respects

Ms. Harden's input and understands why she would take that position however he is coming from a different place with the state. There was also discussion regarding the possibility of the legislature decriminalizing certain things and then defendants wouldn't be entitled to a lawyer in some of the lower level cases that are currently misdemeanors. Ms. Harden said if you want to talk about case management and how to lower caseloads, if something is not a criminal matter they are not entitled to a lawyer. It seems as things go forward they are requiring more and more lawyers. Mr. Kouril said one thing that they do not track currently are the cases where people are arrested and prosecuted and it doesn't even get to court because of good attorneys and investigative efforts where they have proven that the individual was in fact innocent. Commissioner Dale said he doesn't expect to see much of anything change this year with the legislature, they don't seem to really be willing to move forward and from his past experience he finds that it takes five or six years to get through the process. Ms. Harden said right now all discovery is stayed and she doesn't know the status of that but it is not moving in any direction so she doesn't have high hopes for that lawsuit moving anywhere in the next two years. Ms. Harden said to wrap up, the biggest thing where the County can look at this is, where we fall down frequently in government, is we look at things and we don't allocated resources equally. As a county, sometimes you can have a bigger impact if resources are allocated equitably and equally. Ms. Harden said looking at where prosecution is, there is a lot of money going towards prosecution from the state level, the county level and the city level and she said there is an unbalance with the contribution to defense. There were no decisions made as today's meeting was for informational purposes only. The meeting concluded at 11:11 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 11:14 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 11:14 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk

Monica Reeves. The Executive Session concluded at 11:59 a.m. with no decision being called for in open session.

SEVENTEENTH DAY OF DECEMBER TERM, A.D., 2015
CALDWELL, IDAHO JANUARY 7, 2016

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Randy Hagler.

APPROVED CLAIMS ORDER NO. 1607

The Board of Commissioners approved payment of County claims in the amount of \$1,298,861.81 for a County payroll.

LEGAL STAFF UPDATE

The Board met today at 9:00 a.m. for a legal staff update. Present were: Commissioners Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Next week the elected officials will meet with Mike Swallow regarding the employee compensation study. Sam Laugheed said a public document was sent out regarding that meeting and perhaps the Board wants to discuss it on the record and see if there is any follow-up. Commissioner Dale would like Sam Laugheed to chair the meeting, and he would like Commissioner Hanson to attend the meeting on behalf of the Board. Commissioner Hanson has no issue with Mr. Laugheed moderating the meeting, but he will take the meeting "invite" under advisement. He doesn't have a problem attending but he wants the elected officials to be able to speak freely. Mr. Laugheed said when we have that open meeting next Tuesday there are a couple of things that can be addressed with Mr. Swallow and the other elected officials and there could be merit in a Commissioner being there. Commissioner Hanson said there may need to be further discussion in Executive Session. Commissioner Dale said if

Commissioner Hanson decides to attend it would be as an elected official and there may be some questions as to how the rating of the Board's administrative staff was entered based on experience, etc., and that may be worthwhile to bring it up. Mr. Laugheed said there was some discussion about department heads and how they don't have the executive authority and how they are employees of the Board so having a Board member there would be representative for all of those department heads. It was determined that a good place to meet would be in the Prosecutor's conference room. Commissioner Hanson said we will need more discussion before Tuesday. Commissioner Dale said we need to set the groundwork for success. Mr. Laugheed said there are some risk management, attorney-client communication type issues to discuss in Executive Session when all three Commissioners are present. Commissioner Hanson agreed and said this has been a hot topic issue for years. At 9:07 a.m., the Board went into Executive Session as follows:

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

Commissioner Dale made a motion to go into Executive Session at 9:07 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i) to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:13 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file with this day's minute entry.

EIGHTEENTH DAY OF DECEMBER TERM, A.D., 2015
CALDWELL, IDAHO JANUARY 8, 2016

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

ABSENT: Commissioner Tom Dale – vacation

APPROVED PURCHASE ORDER

The Board approved a purchase order for the IT Department in the amount of \$1,099.00 to Zoho Corp.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#16-006 MRG Inc. dba Buck’s Saloon & Steakhouse
Cook’s Two Hole Inc. dba Cook’s Two Hole Bar

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

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

Commissioner Hanson made a motion to go into Executive Session at 9:01 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:47 a.m. with no decision being called for in open session.

PUBLIC HEARING - ZONING ORDINANCE AMENDMENTS, CASE NO. ZOA-PH2015-22

The Board met today at 9:51 a.m. to conduct a public hearing to consider ordinance amendments to Chapter 7, Zoning Regulations. Present were: Commissioners Steve Rule and Craig Hanson, DSD Director Tricia Nilsson, DSD Planner Christian Samples, and Deputy Clerk Monica Reeves. Today's hearing was continued from December 9, 2015 due to some changes that were made it was necessary to re-notice it and hold another public hearing for comment. Christian Samples said the Prosecutor's Office has reviewed the documents before the Board today and he noted that the ordinance is the exact same document the Board reviewed at the December hearing. Mr. Samples said most of the amendments are taking use standards that are peppered through the code and putting them in one place for ease of use for applicants so they are not searching throughout the code. There are also some minor corrections to definitions, as well as corrections of spelling and grammatical errors. Director Nilsson said she received positive feedback concerning the change where wineries will now be a director's decision rather than a conditional use. Commissioners Rule and Hanson were pleased with this example of the County making the process more efficient for businesses. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve the Findings of Fact, Conclusions of Law and Order in Case No. ZOA-PH2015-22, and to sign the amendments to the Canyon County Ordinance for Case No. ZOA-PH2015-22 (See Ordinance No. 16-001.) Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to sign the summary of the ordinance. The hearing concluded at 9:55 a.m. An audio recording is on file in the Commissioners' Office.

COMMISSIONER DECEMBER 2015 TERM ADJOURNED

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

THE MINUTES OF THE FISCAL TERM OF DECEMBER 2015 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO.

APPROVED: Commissioners Steven J. Rule, Craig L. Hanson, and Tom Dale

ATTEST: Chris Yamamoto
Clerk

Kelly Martinez
Deputy

DATE: 2/1/16