

FIRST DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 8, 2013

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

APPROVED CLAIMS ORDER #4-8-13

The Board of Commissioners approved payment of County claims in the amount of \$3167.76 for accounts payable.

APPROVED CLAIMS ORDER #4-10-13

The Board of Commissioners approved payment of County claims in the amounts of \$238,710.91 and \$400,345.64 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Information Technology Department in the amount of \$2,210.97 to VLCM.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, PIO Joe Decker, Facilities Manager Paul Navarro, Senior Administrative Specialist Kelly Martinez, and Deputy Clerks Becky Chandler and Monica Reeves. The items discussed were general in nature. Ms. Chandler and Ms. Martinez left at 8:38 a.m. Mr. Decker reported on communication issues including finding a location for the historic jail door display, as well as the raffle for the refurbished bicycle that will benefit the drug court. To date ticket sales have generated \$1,300. Mr. Navarro reported on facilities issues including street vacation options; construction of the TVT bus shelter; improvements to the CCOA building; construction drawings for the juvenile center courtroom addition project; and the master plan and feasibility study for the courthouse campus which will be

presented to the Board in the near future. The meeting concluded at 8:50 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:02 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, CIO Rob Hopper, and Deputy Clerk Monica Reeves. Rob Hopper reported on software upgrades that are being made to improve the Commissioners' agenda program. Mr. Hopper left at 9:07 a.m. Dan Blocksom gave a brief update on the fair board contract. No Board action was required or taken. The meeting concluded at 9:02 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER ANNEXATION OF PARCEL NO. R30072010A INTO THE UPPER DEER FLAT FIRE PROTECTION DISTRICT

The Board met today at 9:30 a.m. to consider annexation of Parcel No. R30072010A into the Upper Deer Flat Fire Protection District. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson; Deputy P.A. Brad Goodsell; Interim DSD Director Dan Hunter; Fire district representatives Steve Martineau, Eddy Martineau, Norman Shroll, Dale Jeffers, and Dale Sayers; Lee Mayer; and Deputy Clerk Monica Reeves. The Board received a request to approve the annexation of the Lee Mayer property into the fire district which, if approved, would be assessed into the district. Brad Goodsell said Idaho Code requires that a property be contiguous in order to be annexed into a fire district unless it's more than 40 acres. The Assessor's plat room staff reported that the property is not contiguous to the district. Mr. Goodsell said the fire district indicated they knew the property was not contiguous, however there is an easement that runs down to the boundary of the district and they thought that might be sufficient to meet the statutory requirement. If the Board approves the annexation it will go to the state tax commission and they might not agree because they have rules where they define contiguous and it has to be right next to it, and an easement does not make it contiguous. Steve Martineau said they questioned the easement issue, but were hoping the annexation would be approved. Lee Mayer said the easement is about 1,200 feet from the adjacent property and he plans to use it for his driveway. He wants his property annexed so it can have fire protection. Commissioner Alder doesn't have a problem approving the annexation but said the ultimate decision will be with the state tax

commission. Commissioner Alder made a motion to approve the annexation request. Commissioner Hanson seconded the motion and said he has no problem with allowing the homeowner to have fire protection. Commissioner Rule agreed and said there is no reason for the county to get in the way of providing fire protection; however, it may be denied by the state tax commission. The motion carried unanimously. The fact that the easement is contiguous with the fire district is a reason for approval. The signed order of annexation is on file with this day's minute entry. The meeting concluded at 9:45 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:15 a.m. for a biweekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Information Officer Rob Hopper, and Deputy Clerk Monica Reeves. Topics of discussion included: Re-posting the system administrator position; rebuilding the Commissioners' agenda process; IT needs for the new administration building; and a purchase order for email appliance for Barracuda networks. Commissioner Alder asked if the county is secure when employees/officials use their own equipment. Mr. Hopper said we are less secure because the exposure is there and that is why it's important that we have a firm mobile device policy. He also spoke about how managing personal devices becomes more expensive. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:30 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE HUMAN RESOURCES 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 Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, H.R. Director Jeannine Eiband, and Deputy Clerk Monica Reeves. Topics of discussion included: Ms. Eiband will be out of the office next week for a conference; HR staff will meet at the storage unit on the weekend to index files and will work with the Prosecutor's Office on a resolution to destroy certain record and electronic copies; and, the new HRMS system is in place.

EXECUTIVE SESSION - PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Alder made a motion to go into Executive Session at 10:34 a.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, H.R. Director Jeannine Eiband, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:05 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.

SECOND DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 9, 2013

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Facilities Management Department in the amount of \$4,423.00 to Norbryn Equipment Company.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency document recorded as instrument number: 2013-015608.

BIWEEKLY MEETING WITH THE CHIEF PROBATION OFFICER TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION; AND CONSIDER SIGNING A REQUEST FOR STATE WAIVER FOR FY12 JUVENILE ACCOUNTABILITY BLOCK GRANT PROGRAM

The Board met today at 8:31 a.m. for a biweekly meeting with the Chief Probation Officer to discuss general issues, set policy, and give direction. Also scheduled was a waiver for the fiscal year 2012 juvenile accountability block grant program. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Probation Officer Elda Catalano, Trial Court Administrator Dan Kessler, Juvenile Drug Court Coordinator Mike Davidson, and Deputy Clerk Monica Reeves. Ms. Catalano asked the Board to sign the waiver giving the funds to the POST Academy rather than keeping the funds for her department. The money will be used for the state mandated training of juvenile probation officers. She will send four staff to be trained. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the state waiver of Canyon County's allocation of \$11,670 to the Idaho Department of Juvenile Corrections to support the Juvenile Training Council. Dan Kessler said the only other source of revenue into the training council is the petition fee for adjudicated juveniles and with juvenile cases going down and the difficulty in collecting those fees it is a very limited revenue source. He said it is a funding problem that the state will have to address. (The signed waiver is on file with this day's minute entry.) Ms. Catalano reported that Mike Davidson has been working hard to raise funds for the juvenile drug court. Staff wants to promote the problem solving and specialty courts by asking the community to sponsor Mr. Davidson who will walk/run/bicycle for miles during the month of May to raise awareness of the courts. The donations will be tracked by the Auditor's Office through revenue and expense line items to make sure all monies are accounted for and properly spent. Commissioner Rule said drug courts work and they save tax dollars. The meeting concluded at 8:43 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING MUTUAL ASSISTANCE COMPACT ESTABLISHING
CITY COUNTY NARCOTICS UNIT

The Board met today at 8:45 a.m. to consider signing the Mutual Assistance Compact establishing the City County Narcotics Unit (CCNU). Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Prosecutor Bryan Taylor, Sgt. Mike Armstrong, and Deputy Clerk Monica Reeves. The compact is between the Caldwell Police Department, the Canyon County Sheriff's Office, and the Canyon County Prosecuting Attorney's Office and is a reiteration of what has been established in the past with new signatories. CCNU shares the building with the FBI Metro Task Force. The monthly rent totals \$2,700, half of which is reimbursed by the FBI. Nine agencies utilize the location. Upon the motion of Commissioner Hanson and seconded by Commissioner Alder, the

Board voted unanimously to sign the Mutual Assistance Compact establishing the City County Narcotics Unit (See contract No. 13-027). The meeting concluded at 8:56 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - PERSONNEL MATTER, LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:14 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, litigation matter, and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 9:15 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:41 a.m. with no decision being called for in open session.

MEET WITH ROGER BATT TO DISCUSS AG TOUR

The Board met today at 9:41 a.m. with Roger Batt to discuss the upcoming Ag Tour. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Roger Batt, and Deputy Clerk Monica Reeves. Mr. Batt represents the Nampa and Caldwell Chambers of Commerce Agri-Business Committee and he invited the Commissioners to attend the tour which is scheduled for August 26 through 28. The tour takes place in the Treasure Valley every six years and is an opportunity to educate the legislators on the importance of agriculture and the diversity of what we have in the Treasure Valley, especially in Canyon County. Mr. Batt will submit a written request for the County to contribute \$2,500 to the tour to help offset costs. The Board will formally consider the request and notify Mr. Batt, in writing, of its decision. The meeting concluded at 9:49 a.m. An audio recording 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 1:45 p.m. for a monthly meeting with the Trial Court Administrator to discuss general issues, set policy, and give direction. Present were: Commissioners Rule, Alder and Hanson, Trial Court Administrator Dan Kessler and Senior Administrative Specialist Kelly Martinez. *Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording of the meeting and prepared the minutes.* Mr. Kessler reported on the following topics: The legislation for the three district court judge positions throughout the state has been signed by Governor Otter with an effective date of October 1st. A staff attorney and administrative assistant will be hired to support the new district judge. The new Canyon County Magistrate, Randy Kline, will start on May 1st. The raffle for the veteran's court bicycle generated \$1,342. Participation in the specialty courts is as follows: Felony drug court has 57 participants; misdemeanor DUI court has 21 participants; mental health court has 20 participants; and the Veterans court has 20 participants. Mr. Kessler has worked with IT to obtain a copier for the court assistance office. The Supreme Court is overhauling its processes and procedures and working on technology to get cases through the system faster. Mr. Kessler is encouraged by the plans for a courthouse remodel once offices are moved to the new administration building. If space allows, it would make sense to close the Nampa annex and bring that operation to the courthouse. The items discussed were general in nature and did not require Board action. The meeting concluded at 1:59 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 2:00 p.m. for a biweekly meeting with the Parks Director to discuss general issues, set policy, and give direction. Present were: Commissioners Rule, Alder and Hanson, Parks Director Tom Bicak and Senior Administrative Specialist Kelly Martinez. *Note: Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording of the meeting and prepared the minutes.* Mr. Bicak reported on the department's actions and activities, upcoming events and grant activities.

The items discussed were general in nature and did not require Board action. The meeting concluded at 2:28 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER HARSHIP APPLICATION FOR DEBRA BARNETT

The Board met today at 2:32 p.m. to consider a hardship application for Debra Barnett. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Chief Deputy Treasurer Nancy Seal, Deputy Treasurer Tonya Weyand, Debra Barnett, and Administrative Specialist Kelly Martinez. *Deputy Clerk Monica Reeves was not present for the meeting but she listened to the audio recording of the meeting and prepared the minutes.* Tonya Weyand explained that Debra Barnett has been making regular payments every month for the past 13 months. \$1,300 has been paid toward her 2009 taxes, but they will not be paid off by the time the county takes the property for tax deed so Ms. Barnett is requesting forgiveness of her 2009 taxes. She has qualified for the circuit breaker exemption and has received help for her 2011 and 2012 taxes. She promised to continue making \$100 monthly payments. Ms. Weyand said the payments will not be enough to pay off the 2010 taxes. Commissioner Alder said if the Board is going to forgive the 2009 taxes we should figure out what amount is owed for the 2010 taxes so that Ms. Barnett doesn't have to come back in another year. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to forgive the taxes for Debra Barnett in the amount of \$1,921.64, contingent upon Ms. Barnett continuing to make the \$100 monthly payments. The meeting concluded at 2:47 p.m. An audio recording is on file in the Commissioners' Office.

THIRD DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 10, 2013

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

APPROVED SALARY RATE REQUEST

The Board approved salary rate requests for Cody Frailey, Eric Lewis, Stephen Craig, Christopher Odenborg and Joseph Moore.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Solid Waste Department in the amount of \$47,185.00 to Metta Technologies.

TRANSFER OF ALCOHOLIC BEVERAGE LICENSE

The Board approved a transfer of Alcoholic Beverage License Application for Anthony Stewart, DBA Stewarts Bar & Grill (resolution# 13-046)

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2013-015600, 2013-015601, 2013-015602, 2013-015603, 2013-015604, 2013-015605 and 2013-015599.

LEGAL STAFF UPDATE

The Board met today 11:02 a.m. for a legal staff update. Present were: Commissioners Steve Rule and Kathy Alder, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Commissioner Alder gave a brief report on her speaking engagement on KBOI Radio this morning. At 11:04 a.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER, REAL ESTATE MATTER AND DOCUMENTS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Alder made a motion to go into Executive Session at 11:04 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (c), and (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule and Alder voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Kathy Alder, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:19 a.m. with no decision being called for in open session.

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

The Board met today at 1:32 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Public Defender Mark Mimura, and Deputy Clerk Monica Reeves. Topics of discussion included the following: A budget report (on file with this day's minute entry); Mr. Mimura gave a presentation to the criminal justice planning committee on what he perceives should be done to address the mentally ill in Canyon County; the addition of new judges will require Mr. Mimura to hire more attorneys and support staff; and a casual conversation was held regarding Mr. Mimura's thoughts on having an in-house public defender's office. The items discussed were general in nature and did not require Board action. The meeting concluded at 1:53 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 1:53 p.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Solid Waste Director Jack Biddle, and Deputy Clerk Monica Reeves. Topics included the following:

- Waste amount is up 6.34% in March and up 5.06% for six months of fiscal year 2013.
- Applications for free day.
- The new loader will be delivered the middle of May.
- Portable litter fence proposal.
- Inmate work crew will be discontinued at the landfill.
- Approval of a claim for the Boise River Rental Pool Lease Agreement for 2013. The Board approved the claim and agreement. The action will be ratified in 48 hours.
- Next major equipment will occur next year for a compactor at a cost of \$650,000.

The meeting concluded at 2:10 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING REGARDING SHARED EMPLOYEES

The Board met today at 2:10 p.m. for a meeting regarding shared employees. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Mike Porter, Clerk Chris Yamamoto, and Deputy Clerk Monica Reeves. Mike Porter said this is an ongoing discussion about working with the Board and the Clerk's Office to make sure the Clerk's duties are adequately taken care of in the Board's office as well and determine how the labor is divided up. Chris Yamamoto said the issue is can, or should, the Clerk of the Board deputize a person that is not under control of the Clerk, and is there a separation of powers issue? He said the issue arose during discussions regarding the state/county shared employees where the Board wants shared employees under the control of the county. Oversight or control of those employees has traditionally been under the Trial Court Administrator and the Administrative District Judge. He said the Board is asking the judiciary to give up control of the traditional employees and is also asking the Clerk to give up control of the employees in the Board's Office where it appears the intent of the law was to have a separation of power. Clerk Yamamoto spoke to the Idaho Association of Counties about the issue and they strongly suggested he request outside counsel because in their eyes the Prosecutor's Office had a conflict because they were giving counsel to both sides of an opposed issue. He intended to request outside counsel but he is amenable to Mike Porter's suggestion that ICRMP be brought into the discussion to see if both sides can arrive at a mutually acceptable resolution. Commissioner Rule asked why ICRMP would be an expert in this case. Mr. Porter said two of the things the Clerk has expressed to him are a desire to obtain a second opinion and to maintain costs as best as possible. Because ICRMP is an insurer for the county and they have attorneys on retainer they might be able to provide the second opinion at no cost to the county. Commissioner Rule asked if that would be a conflict of interest. Mr. Porter said we could contact ICRMP and see if they have someone who could do this as part of their responsibilities. Commissioner Alder asked Clerk Yamamoto why he believes the supervision authority should be different than what the Prosecutor's opinion states. She asked if he believes things are being done inaccurately in the Commissioners' Office. Clerk Yamamoto does not agree with the opinion and that's why he wants to ask for outside counsel. Commissioner Rule wants to take this matter under advisement before responding to the Clerk's request. Commissioner Alder agrees. Clerk Yamamoto asked if Mr. Porter can contact ICRMP and see if they are willing to take it. Commissioner Rule wants to take it under advisement because he sees a conflict with using ICRMP if they are an insurer in a possible litigious issue. Commissioner Hanson wants to make sure his understanding of the issue is accurate: The situation is with the Board's three

administrative assistants whose job duties include recording minutes that have to be approved by the Clerk. The dispute is whether the Board, or the Clerk, has supervisory authority over them and whether it is a shared employee issue as well. There is also the difference in opinion over the Prosecutor's opinion regarding management of the Board's administrative staff. Clerk Yamamoto said that is essentially correct. Commissioner Rule said the Board will take the request under advisement and schedule another discussion for a later date. The meeting concluded at 2:24 p.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 11, 2013

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

APPROVED CLAIMS ORDER #4-12-13

The Board of Commissioners approved payment of County claims in the amount of \$16,220.61 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved purchase orders for the Sheriff's Office in the amount of \$5,380.25 to Motorola Solutions Inc. and \$3,901.87 to Stop Tech, LTD (Centurion Scout).

APPROVED PURCHASE ORDER

The Board approved purchase orders for the Facilities Management Department in the amount of \$8,990.08 to Wall 2 Wall Floor Covering and \$4,825.00 to Paige Mechanical Group.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Kimberly Temple.

APPROVED KEY REQUEST

The Board approved a key request for Kimberly Temple.

CONTINUE MEDICAL INDIGENCY HEARINGS

The Board met today at 8:18 a.m. to go on the record and continue medical indigency hearings. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, and Deputy Clerk Monica Reeves. Upon the motion by Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the following medical indigency hearings by signed stipulation: Case No. 2012-1334 was continued to May 30, 2013 at 8:30 a.m. and Case no. 2013-313 was continued to June 6, 2013 at 8:30 a.m. The proceeding concluded at 8:19 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2012-686

The Board met today at 8:21 a.m. to conduct a medical indigency hearing for Case No. 2012-686. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, the applicant and her daughter, and Deputy Clerk Monica Reeves. The hospital representative did not appear for the hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated April 18, 2012. The hearing concluded at 8:29 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-262

The Board met today at 8:31 a.m. to conduct a medical indigency hearing for Case No. 2013-262. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Attorney Mark Peterson, Vandy Damany from St. Luke's Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to June 20, 2013 at 8:30 a.m. The hearing concluded at 8:41 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-432

The Board met today at 8:46 a.m. to conduct a medical indigency hearing for Case No. 2013-432. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Interview Specialist Kellie George, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Attorney Bryan Nickels, Stephen DeVille from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously that the case be forwarded to Twin Falls County. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated January 30, 2013. The hearing concluded at 8:53 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-344

The Board met today at 8:55 a.m. to conduct a medical indigency hearing for Case No. 2013-344. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Interview Specialist Kellie George, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Attorney Bryan Nickels, Stephen DeVille from Saint Alphonsus Regional Medical Center, the applicant and her daughter, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to June 6, 2013 at 8:30 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. 2013-334

The Board met today at 9:07 a.m. to conduct a medical indigency hearing for Case No. 2013-334. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Interview Specialist Kellie George, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant and his significant other, Interpreter Mercedes Lupercio, and Deputy Clerk Monica Reeves. Mr. Wesley left at 9:15 a.m. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated January 23, 2013. The hearing concluded at 9:22 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-316

The Board met today at 9:25 a.m. to conduct a medical indigency hearing for Case No. 2013-316. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Interview Specialist Kellie George, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant and Deputy Clerk Monica Reeves. The hospital representative did not appear for the hearing. Deputy P.A. Zach Wesley arrived at 9:28 a.m. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to June 6, 2013 at 8:30 a.m. The hearing concluded at 9:30 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-219

The Board met today at 9:35 a.m. to conduct a medical indigency hearing for Case No. 2013-219. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Interview Specialist Kellie George, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Attorney Mark Peterson, Vandy Damany from St. Luke's Regional Medical Center, the applicant and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated December 4, 2012. The hearing concluded at 9:52 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-496

The Board met today at 9:54 a.m. to conduct a medical indigency hearing for Case No. 2013-496. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Interview Specialist Kellie George, Hearing Specialist Yvonne Baker, the applicant and his spouse, and Deputy Clerk Monica Reeves. The hospital representative did not appear for the hearing. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to uphold the original denial dated January 23, 2013. The hearing concluded at 10:00 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-312 AND 2013-500

The Board met today at 10:00 a.m. to conduct a medical indigency hearing for Case No. 2013-312 and Case No. 2013-500. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Interview Specialist Kellie George, Hearing Specialist Yvonne Baker, the applicant and Deputy Clerk Monica Reeves. The hospital representative did not appear for the hearing. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to uphold the original denial dated January 16, 2013 for Case No. 2013-312. Testimony regarding Case No. 2013-500 began at 10:11 a.m., with the same parties present. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated January 23, 2013 for Case No. 2013-500. The hearing concluded at 10:14 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-496

The Board met today at 10:16 a.m. to conduct a medical indigency hearing for Case No. 2013-496. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Interview Specialist Kellie George, Hearing Specialist Yvonne Baker, the applicant and her brother-in-law, and Deputy Clerk Monica Reeves. The hospital representative did not appear for the hearing. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to June 6, 2013 at

8:30 a.m. The hearing concluded at 10:26 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-413

The Board met today at 10:29 a.m. to conduct a medical indigency hearing for Case No. 2013-413. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Interview Specialist Kellie George, Hearing Specialist Yvonne Baker, Attorney Bryan Nickels, Brittany Rich from Saint Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to uphold the original denial dated January 30, 2013 at 8:30 a.m. The hearing concluded at 10:34 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-510

The Board met today at 10:34 a.m. to conduct a medical indigency hearing for Case No. 2013-510. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Interview Specialist Kellie George, Hearing Specialist Yvonne Baker, Attorney Bryan Nickels, Brittany Rich from Saint Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to continue the hearing to June 6, 2013 at 8:30 a.m. The hearing concluded at 10:46 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-264

The Board met today at 10:48 a.m. to conduct a medical indigency hearing for Case No. 2013-264. Present were: Commissioners Steve Rule and Craig Hanson, Indigent Services Director Michele Chadwick, Interview Specialist Kellie George, Hearing Specialist Yvonne Baker, and Deputy Clerk Monica Reeves. Neither the hospital representative nor the applicant appeared for the hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the

Board voted unanimously to continue the hearing to a date uncertain. The action has been stipulated by the hospital. Commissioner amended his motion to continue the hearing to July 25, 2013 at 8:30 a.m. The amended motion was seconded by Commissioner Rule and carried unanimously. The proceeding concluded at 10:52 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIAL DATES

The Board met today at 10:52 a.m. to uphold the original denial dates of medical indigency hearings. Present were: Commissioners Steve Rule and Craig Hanson, Hearing Specialist Yvonne Baker, Indigent Director Michele Chadwick, Interview Specialist Kellie George, and Deputy Clerk Monica Reeves. As the respective case presentations have been entered into the record and there are no other individuals to appear before the Board today, Ms. Chadwick recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2013-322, 2013-330, 2013-342, 2013-560, 2013-327, 2013-278, 2012-1509, 2013-332, 2012-1686, 2013-500, 2013-319, 2013-341, 2013-559, & 2013-564. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 10:53 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - PERSONNEL MATTER, LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 11:07 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, litigation matter, and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 11:09 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica

Reeves. Deputy P.A. Mike Porter arrived at 11:12 a.m. The Executive Session concluded at 11:46 a.m. with no decision being called for in open session.

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

The Board met today at 2:07 p.m. for a monthly meeting with the Fair Administrator to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Fair Administrator Rosalie Cope, and Deputy Clerk Monica Reeves. Ms. Cope reported that she attended a meeting with the Caldwell Chamber Due Diligence Committee where they talked about the plans to move the fair. According to Ms. Cope, a big portion of today's meeting was the group saying they want to move forward and get beyond the past issues. She said the fair board is still moving forward with its plans. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:33 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING WITH MISDEMEANOR PROBATION SUPERVISOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 2:33 p.m. for a meeting with the Misdemeanor Probation supervisor to discuss general issues, set policy and give direction. Present were Commissioners Steve Rule, Kathy Alder and Craig Hanson, Misdemeanor Probation supervisor Jeff Breach and Deputy Clerk Becky Chandler. Mr. Breach is working with IT to change the department webpage. The biggest difficulty is changing content and needing approval from several people through the process. Some changes can take up to two weeks. Mr. Breach has spoken to the Clerk to find out if there is an interest in receiving restitution payments up in the Clerk's office, instead of only at the Misdemeanor offices or allowing Misdemeanor probation offices to receive payments on other fines. The meeting concluded at 2:41 p.m. with no decision being called for in open session. A copy of the audio is available in the Commissioners' office.

MEETING WITH CONTROLLER FOR A FISCAL YEAR 2013 BUDGET UPDATE

The Board met today at 3:32 p.m. for a Fiscal Year 2013 budget update. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Clerk Chris

Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Zach Wagoner reported that on the revenue side property tax is coming in strong; it is \$700,000 ahead of what was budgeted through March 31. There will be another significant collection in June. The expense side has been separated into three categories: 1. salaries and benefits; we are under budget by \$1.2 million; 2. other operating; we are under budget by \$2.5 million; and 3. capital line items; we are under budget by \$1 million. Mr. Wagoner is very comfortable with how the budget is looking so far. Commissioner Rule said the Board is concerned about raising the deductible on the employee insurance plan. The total cost of the plan has increased 10% to 15% for the past several years. Mr. Wagoner is working on the Fiscal Year 2014 budget and will populate the software with current salary and benefit information that will be provided to departments so they can begin working on their budgets. There was discussion about the possibility of giving employee salary increases or doing an equalization study so employees receive comparable salaries. The estimated cost would be \$1 million. Commissioner Rule said those discussions should take place after the June tax revenues come in. Chris Yamamoto would like to tie the salaries to the benefits side of things by having a point system that incentivizes people to be responsible for their health care. If an employee doesn't use the plan year one they will get an amount set aside for their family that can carry over. If the plan is not used year two the employee gets another deposit. If by the third year the employee needs to use the plan the out of pocket is higher but there is enough money built up where nothing comes out of their pocket. Commissioner Alder wants employees to use the plan where they have physicals and exams so they can stay healthy. She likes the idea but questions if it can be implemented this year. Mr. Wagoner said the incentive program will require a lot of work but he believes it needs to be implemented this year. Commissioner Rule likes the idea and he wants to see how it will be structured before a decision is made. He also believes the health plan trustees need to review it. Commissioner Hanson would like to do something to keep from losing employees and if we can afford to equalize salaries he supports it. He said it is possible salary increases might be nullified by an increase in insurance premiums. Clerk Yamamoto said he is looking at equalization first because he is tired of being the training ground for other departments. He said other equalization studies have been done but they were done by department rather than the entire county. Commissioner Alder said the HR Office needs to work on it and we need to talk about equalization and bring everybody to the right pay scale for the job they are doing regardless of the department they are in. Commissioner Hanson said that is the direction he is leaning. He said there is merit to the thought that we need to look at if people are transferring to similar jobs within the county because of more pay. In terms of general guidance, the Board said it is okay for Mr. Wagoner to tell elected

officials and department heads that equalization is a possibility this year if the budget allows it. Clerk Yamamoto said part of the reason he came up with tying this to the benefits is to possibly make it more palatable for employees because some will get raises but others will not. He said some employees may deserve a raise but the problem is they got one at some point when others did not. The Board agreed. Clerk Yamamoto reported on the progress that his office is making on scanning files that have been stored in vaults and hallways for years. The meeting concluded at 4:04 p.m. An audio recording is on file in the Commissioners' Office.

FIFTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 12, 2013

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

APPROVED CLAIMS ORDER #4-25-13

The Board of Commissioners approved payment of County claims in the amount of \$146,868.47 and \$75,064.96 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$1,975 to A City Discount Restaurant Equipment.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Kenneth D. Hollis.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- #13-047 Beer & Whiskey Brothers LLC DBA Idaho Hop House
- #13-048 Intermountain Food Stores Inc. DBA M & W Markets #6
- #13-049 Mary Veldhouse DBA Hanks Sweetwater Sports
- #13-050 Antonia Garcia DBA Joyeria El Diamante
- #13-051 George Fletcher Inc. DBA Melba Valley Market
- #13-052 Lenny W. Stroup DBA The Golf Shoppe

MONTHLY MEETING WITH ADMINISTRATIVE DISTRICT JUDGE THOMAS RYAN

The Board met today at 8:02 a.m. for a monthly meeting with Administrative District Judge Thomas Ryan. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Administrative District Judge Thomas Ryan, Assistant Trial Court Administrator Benita Miller, and Deputy Clerk Monica Reeves. Topics of discussion were as follows:

Supervision of shared employees: Judge Ryan and the Clerk Chris Yamamoto have concluded that Assistant Trial Court Administrator Benita Miller will supervise the shared court employees. Ms. Miller has the skills to handle personnel matters and she's already developed a plan to begin written evaluations to go in the personnel files. Ms. Miller will work with the HR Director in changing her job description to address her new duties. Commissioners Hanson and Alder spoke about the importance of communication and the need for performance evaluations. Judge Ryan advised that other changes may be coming with regards to changing titles or supervision for magistrate court secretaries. Staff attorneys as well as the secretary for Trial Court Administrator will remain under Dan Kessler's supervision. **Idaho Press-Tribune article regarding the new district court judge position:** Judge Ryan said the article implied there will be a cost to the county for more prosecutors and public defenders because of the new position. According to Judge Ryan there has been a 40% increase in caseload from 2007 to 2012 proving that the community creates the need for more prosecutors and public defenders, not the judge position. **Domestic violence court coordinator position:** The Supreme Court has been working with Deputy P.A. Dan Blocksom on an MOU for shared employees. Judge Ryan urged the Board to take advantage of the Supreme Court funding and Judge Lee's generosity in putting extra time to work on the issue so that we can impact the domestic violence problem in the community. **Courthouse remodel:** The public meeting room will be converted to a courtroom by

the end of 2014. The Board spoke about the need to have space for a public meeting room. The meeting concluded at 8:39 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - REAL ESTATE MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Hanson made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 67-2345(1) (c) and (d). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter and Deputy Clerk Monica Reeves. Mr. Wesley left at 9:07 a.m. Facilities Manager Paul Navarro arrived at 9:09 a.m. Angelica Gonzales, Eva Gonzales, and Marcelino Gonzales arrived at 9:14 a.m. The Executive Session concluded at 9:30 a.m. While in open session Commissioner Rule said the county has reached a preliminary agreement for a real estate transaction with the Gonzales family for property located at 1213, 1215 and 1223 East Chicago Street in Caldwell. The Board went off the record at 9:31 a.m. At 9:32 a.m. the Board went back on the record to re-enter Executive Session for further discussion of a real estate matter as follows:

EXECUTIVE SESSION - REAL ESTATE MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Alder made a motion to go into Executive Session at 9:32 a.m. pursuant to Idaho Code, Section 67-2345(1) (c) and (d). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:41 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING SOLICITATION OF INTEREST FOR INDEPENDENT CONSULTANT FOR THE ADMINISTRATION BUILDING PROJECT

The Board met today at 9:43 a.m. to consider signing a solicitation of interest for an independent consultant for the administration building project. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Those interested will have until May 3 to submit letters of interest. Commissioner Rule is concerned that the language requiring contractors to obtain a \$1 million liability policy could discourage some from responding. Zach Wesley will modify the language to state that the county will give options with regard to whether we enter into an employment or independent contractor relationship. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the solicitation of interest for an owner's consultant with the modifications discussed. The signed document is on file with this day's minute entry. The meeting concluded at 9:50 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A SOLICITATION OF INTEREST FOR A PROJECT
CONSULTANT FOR THE CLEANUP PROJECT OF THE FORMER MAHAFFEY
OIL SITE

The Board met today at 10:02 a.m. to consider signing a solicitation of interest for an environmental cleanup specialist for the cleanup project of the former Mahaffey Oil site. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The county will manage the project but will hire the consultant and a public works contractor to work under us. Landfill Manager Jack Biddle will be the project director. Letters of interest are due by April 29, 2013. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the solicitation of interest, a copy of which is on file with this day's minute entry. The meeting concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER RATIFICATION OF BOISE RIVER RENTAL POOL LEASE
AGREEMENT

The Board met today at 2:16 p.m. to consider ratification of Boise River Rental Pool Lease Agreement that was signed on April 10, 2013. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, and Deputy Clerk Monica Reeves. The agreement was signed on April 10 as part of the monthly meeting with the Landfill Manager. The lease agreement allows for irrigation

water to be used for dust control at the landfill. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to ratify the signatures on the lease agreement. The meeting concluded at 2:18 p.m. An audio recording is on file in the Commissioners' Office.

SIXTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 15, 2013

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Mary Angeline Blazina.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#13-053 A H Schade Inc. DBA Gem Stop #16
#13-054 A H Schade Inc. DBA Gem Stop #15
#13-055 A H Schade Inc. DBA Gem Stop #11
#13-056 A H Schade Inc. DBA Gem Stop #8
#13-057 A H Schade Inc. DBA Gem Stop #9
#13-058 A H Schade Inc. DBA Gem Stop #10
#13-059 A H Schade Inc. DBA Gem Stop #20
#13-060 A H Schade Inc. DBA Gem Stop #32
#13-061 Hong Kong Restaurant
#13-062 Idaho Bowling Corp. DBA Nampa Bowl

APPROVED TAX CHARGE CORRECTIONS AND ROLL CORRECTIONS

The Board approved the Treasurer's March 2013 Tax Charge Corrections Summary and March 2013 Roll Corrections Summary.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, PIO Joe Decker, Facilities Manager Paul Navarro, Senior Administrative Specialist Kelly Martinez, and Deputy Clerks Becky Chandler and Monica Reeves. The items discussed were general in nature. Ms. Chandler and Ms. Martinez left at 8:35 a.m. Mr. Decker reported on communication issues including the Herbert Littleton proclamation that will be signed next week. Mr. Navarro reported on facilities issues. He presented a construction and remodel phase plan for the Commissioners' review in anticipation of tomorrow's meeting on a feasibility study. The meeting concluded at 8:45 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - PERSONNEL MATTER, REAL ESTATE MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:01 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, real estate matter and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (c) and (d). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. Mr. Porter left at 9:12 a.m. Mr. Wesley arrived at 9:30 a.m. Mr. Navarro left at 9:31 a.m. The Executive Session concluded at 9:33 a.m. with no decision being called for in open session.

CONSIDER RATIFYING THE APRIL 12, 2013 SIGNING OF THE SOLICITATION OF INTEREST FOR THE MAHAFFEY PROJECT CONSULTANT

The Board met today at 9:33 a.m. to consider ratifying the April 12, 2013 signing of the Solicitation of Interest for a project consultant for the former Mahaffey Oil site in Parma. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to ratify the April 12, 2013 signing of the Solicitation of Interest for a project consultant for the former Mahaffey Oil site in Parma. The meeting concluded at 9:34 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING NATIONAL PREA RESOURCE CENTER ZERO TOLERANCE GRANT

The Board met today at 9:35 a.m. to consider signing the National PREA (Prison Rape Elimination Act) Resource Center Zero Tolerance Grant. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Marilee Davis, Sean Brown, and Alan Oates from the Juvenile Detention Center, and Deputy Clerk Monica Reeves. The juvenile detention center received almost \$27,000 from the program to create and utilize staff training and Director Jett wants to do an RFP to find a contractor who can provide the training. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the documents accepting the grant award. The signed document is on file in the Commissioners' Office. The meeting concluded at 9:39 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 9:45 a.m. for a biweekly meeting with the Director of Development Services to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. The Board welcomed Ms. Nilsson as the new Director of Development Services. Ms. Nilsson spoke about filling vacancies within the department, and asked for direction from the

Board on type of information it requires at its biweekly meetings. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:09 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:15 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Information Officer Rob Hopper, and Deputy Clerk Monica Reeves. Topics of discussion included the following: Changes to the website; staff is working on departments being able to accept credit card transactions on the web; FLSA status for the IT Administrative and Technical Services Manager position which should be an exempt position but the status was overlooked. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to approve the FLSA status change for the IT Administrative and Technology Services Manager position. Lastly, Mr. Hopper asked for budget guidance for FY2014 as it relates to IT needs for the proposed administration building and the courthouse remodel. His plans including hiring a new GIS programmer position to get GIS services for other departments in a better way. Commissioner Rule said the Board does not have an answer at this point, but he suggested Mr. Hopper come up with a number for what the infrastructure cost will be for the new building. Commissioner Hanson said the HR Office is looking at positions within the county to make sure salaries are fair, but a decision has not been made on whether or not the county will budget for increases. Commissioner Alder said merit increases will not be given; if any increases are given it will be to equalize salaries. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:31 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:31 a.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Fleet Director Mark

Tolman, and Deputy Clerk Monica Reeves. Topics of discussion included: fleet vehicle registrations; budget issues and the cost of maintaining existing vehicles; and tracking devices on fleet vehicles. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:40 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SEVENTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 16, 2013

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Krista Lynn Callaway and Parker John Gebhardt.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Parks Department in the amount of \$1140.00 to R & H Wholesale Supply.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Facilities Management Department in the amount of \$2,240.75 to Materials Testing & Inspection.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#13-063 Lila K Trossback DBA Our Place Saloon
#13-064 Sportsman's Hideout LLC

EXECUTIVE SESSION - PERSONNEL MATTER, LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:01 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, pending/potential litigation and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. Chief Deputy P.A. Sam Laugheed arrived at 9:25 a.m. The Executive Session concluded at 9:34 a.m. with no decision being called for in open session.

COURTHOUSE FEASIBILITY STUDY

The Board met today at 9:35 a.m. for a discussion regarding the feasibility study as it pertains to the courthouse remodel and first floor of the proposed administration building. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley who arrived at 9:47 a.m., Facilities Manager Paul Navarro, Clerk Chris Yamamoto, Controller Zach Wagoner, Judge Brad Ford, CIO Rob Hopper, Don Brown from IT, and Deputy Clerk Monica Reeves. Highlights from the discussion included the following:

- The Clerk wants more space for elections office, and the Sheriff wants to occupy the space where the Elections Office is currently located for his SILD, pre-trial release and community service offices. The Sheriff will fund the remodel out of his FY2014 budget, not URA funds. The HR Office will be relocated to the third floor as part of the Prosecutor's Office remodel. Courtrooms are proposed for the first and second floors of the courthouse. The estimated move in date for the administration building is March of 2014. When the space on the third floor becomes vacant, demolition and remodeling work will begin for the PA and HR Offices. Once the PA is moved to the third floor, they will start construction on the courtrooms.

- Plans are being made to move the magistrate courtrooms that are currently located in the Nampa Annex to the courthouse. The courts have expressed a need for a large juror assembly room as well as space for court assistance office workshops. They want to make sure we have a large courtroom that is technologically advanced. There is also a need to have space for a public meeting room for county use.
- There was discussion about whether there will be sufficient funds in the court facilities fund to cover both the juvenile courtroom addition project and the post-phase construction needs for courtrooms. Follow-up discussion with the Trial Court Administrator is necessary.
- The Assessor's Office and Treasurer's Office will be located on the second floor of the administration building. The Treasurer's Office will be 2,800 square feet which is a significant decrease in space but Ms. Lloyd is content with that as long as she can share break room and conference room services with the Assessor. The third floor will house the Clerk's Office, including the Indigent Services, Auditor, Record and Passports Offices. The IT Office will be expanded by 2,000 square feet. Mr. Navarro asked for direction from the Board on what the plans are for the Elections Office, and whether we will have space for the Public Defender's Office. Before a decision is made the Board needs to see what the budget will allow. It was suggested that the print shop could be housed with the Elections Office in a separate facility on Chicago Street. Perhaps there could be space for a purchasing department as well. The Commissioners' Office will not move to administration building.
- The Board will try to sell the property located on Pond Lane, as well as the Nampa annex facility, with the hopes that the funds will offset remodeling/construction costs. Mr. Navarro offered his budget to help cover the costs of the juvenile courtroom addition project. As mentioned earlier, there needs to be a discussion with the Trial Court Administrator to see if court facilities funds will be used for the project.
- In closing, Zach Wagoner said we need to be focused on how much cash is coming in and how much is going out. Commissioner Rule said the Commissioners understand that which is why they are talking about selling properties so they can fund a campus design. Commissioners Hanson and Alder agreed. Judge Ford would like to have additional discussions about office space for secretaries and staff attorneys. He will

visit with Judge Ryan about it. Sam Laugheed has generalized safety concerns with a government building not having secure entrances. There needs to be feedback on the issue.

The meeting concluded at 10:29 a.m. An audio recording is on file in the Commissioners' Office.

EIGHTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 17, 2013

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Amy McKenzie and Malina Maio.

APPROVED KEY REQUEST

The Board approved a key request for Jennifer Brown.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 222756, 113041647, 2013-016836, 2013-016837, 2013-016838, 2013-016839, 2013-016842, 2013-016835, 2013-016834, 2013-016833, 2013-016832, 2013-016831, 2013-016830, 2013-016829, 2013-016828, 2013-016827, 2013-016826, 2013-016825 and 2013-016824.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#13-065 Pantera I Mi Ranchito Grill #2 LLC DBA Panteria Ranchito

EXECUTIVE SESSION - PERSONNEL MATTER, REAL ESTATE MATTER,
PENDING LITIGATION, AND RECORDS EXEMPT FROM PUBLIC
DISCLOSURE

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

Commissioner Alder made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (c), (d) and (f). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom and Deputy Clerk Monica Reeves. Deputy P.A. Mike Porter arrived at 9:14 a.m. Mr. Goodsell left at 9:15 a.m. The Executive Session concluded at 9:54 a.m. with no decision being called for in open session.

NINTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 18, 2013

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

APPROVED CLAIMS ORDER #4-25-13

The Board of Commissioners approved payment of County claims in the amounts of \$72,802.65, \$170,794.06, \$75,449.08 and \$42,634.14 for accounts payable.

APPROVED CLAIMS ORDER #1314

The Board of Commissioners approved payment of County claims in the amount of \$1,111,750.23 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Stephanie Martinez and Jayne Thompson.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- #13-066 Cook's 2 Hole Inc. DBA Cook's 2 Hole Bar & Grill
- #13-067 Messenger LLC
- #13-068 Golden Dragon Inc. DBA Golden Dragon Restaurant
- #13-069 Golden Palace Inc.
- #13-070 William D & Lavonne M Heuck DBA Dan's Ferry Service
- #13-071 Chapala Mexican Restaurant #7 Inc.
- #13-072 Chapala Nampa Inc. DBA Chapala Mexican Restaurant III
- #13-073 TWC Inc. DBA Greenhurst Chevron
- #13-074 Screamin' Hot Nampa LLC DBA Buffalo Wild Wings Grill & Bar
- #13-075 Cloudcroft Inc. DBA River Bend Golf Course
- #13-076 Paul Ng DBA Midway Lunch

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE

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 attorney-client matters. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:00 a.m. pursuant to Idaho Code, Section 67-2345(1) (d). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:20 a.m. with no decision being called for in open session.

CONSIDER DESIGNATING POLLING PLACES FOR THE MAY 21, 2013 ELECTION

The Board met today at 9:34 a.m. to consider designating polling places for the May 21, 2013 election. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Clerk Chris Yamamoto, Chief Deputy Clerk Brad Jackson, Elections Supervisor Terry Warwick, Elections Technician Nick Toves, and Deputy Clerk Monica Reeves. Terry Warwick reported on polling place changes in Middleton and Nampa. The Middleton Trolley and Middleton Fire Department polling place locations have been moved to the Middleton Middle School and the Middleton Heights Elementary School. For the past several years the county has used various locations at the NNU campus and thanks to one of the election judges they were able to get into the college church. Commissioner Rule said there is a possibility that the Elections Office may move to another facility on Chicago Street which will have plenty of storage and parking space. When asked for comments on that possibility, Mr. Jackson said they have been operating as a detached facility anyway so people are accustomed to them as acting as a standalone operation. He thinks the proposed location is a more desirable location in terms of access and additional parking. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to approve the polling places for the May 21, 2013 election as follows:

Precinct -	Location
Legislative #	
01-09	Anderson Hall 305 Bates Ave., Parma
02-09	Notus Community Center 389 1st St., Notus
03-09	Purple Sage Golf Course - Clubhouse 15192 Purple Sage Rd., Caldwell
07-10	Caldwell Public Library 1010 Dearborn St., Caldwell
08-10	Canyon Hill Church of The Nazarene 903 N. Michigan Ave., Caldwell

09-10 First Baptist Church
221 E. Linden St., Caldwell

10-10 United Methodist Church
824 E. Logan St., Caldwell

11-10 The College of Idaho - Jewett Auditorium
2112 Cleveland Blvd., Caldwell

12-10 Valley Church
2900 Life Way, Caldwell

13-10 Caldwell Church of Christ
4012 S. 10th Ave., Caldwell

14-10 Faith Lutheran Church
2915 S. Montana Ave., Caldwell

15-10 Seventh-Day Adventist
Friendship Hall
2216 E. Linden St., Caldwell

16-10 Sage Valley Middle School
18070 Santa Ana Ave., Nampa

17-10 Lewis & Clark Elementary School
1102 Laster St., Caldwell

18-10 &
19-10 Caldwell Christian Church
3207 E. Ustick Rd., Caldwell

26-11 Melba Senior Center
115 Baseline Rd., Melba

- 27-11 Lake Shore Drive Baptist Church
8885 Lake Shore Dr., Nampa
- 28-11 Southside Blvd. Methodist Church
5420 Southside Blvd., Nampa
- 29-11 Lake Ridge Elementary School
615 Burke Lane, Nampa
- 30-11 Lakevue Elementary School
12843 Cirrus Dr., Nampa
- 31-11 Vallivue Middle School
16412 S. 10th Ave., Caldwell
- 32-11 Vallivue Lions Clubhouse
Corner of Riverside Rd. & Hoadley Rd.
- 33-11 Deer Flat Free Methodist Church
17703 Beet Rd., Caldwell
- 34-11 First Southern Baptist Church
912 W. Linden St., Caldwell
- 35-11 Greenleaf City Hall
20523 N. Whittier Dr., Greenleaf
- 36-11 Crossroads Assembly of God Church
20444 Hwy. 95, Wilder
- 37-11 Mountain View Church of The Nazarene
26515 Ustick Rd., Wilder

- 38-11 Roswell Baptist Church
28684 Hwy. 19, Roswell
- 39-11 Oregon Trail Church of God
23507 Old Hwy. 30, Caldwell
- 40-11 Middleton Heights Elementary School
611 Cemetery Rd., Middleton
- 41-11 Middleton Middle School
511 W. Main St., Middleton
- 42-11 LDS Church
22500 Lansing Lane, Middleton
- 43-11 East Canyon Elementary School
18408 Northside Blvd., Nampa
- 49-11 College of Western Idaho
2407 Caldwell Blvd., Nampa
- 50-12 &
55-12 Karcher Church of The Nazarene
2515 W. Karcher Rd., Nampa
- 51-12 Stevens-Henager College
16819 N. Market Place Blvd., Nampa
- 52-12 Birch Elementary School
6900 Birch Lane, Nampa
- 53-12 &
58-12 Edmark Superstore - Showroom
15700 Idaho Center Blvd., Nampa

54-12 & 59-12	Nampa Church of The Brethren 11030 Orchard Ave., Nampa
56-12 & 61-12	Nampa Civic Center West Entrance 311 3rd St. S., Nampa
57-12	Snake River Elementary School 500 Stampede Dr., Nampa
60-12 & 62-12 & 71-13	Christian Faith Center 31 S. Midland Blvd., Nampa
69-13	Endeavor Elementary School 2824 E. Victory Rd., Nampa
70-13	Park Ridge Elementary School 3313 Park Ridge Dr., Nampa
72-13	First United Presbyterian Church 400 Lake Lowell Ave., Nampa
73-13 & 77-13	Nampa First Church of The Nazarene 601 16th Ave. S., Nampa
74-13	Owyhee Elementary School 2300 W. Iowa Ave., Nampa
75-13	Iowa Elementary School 626 W. Iowa Ave., Nampa

- 76-13 College Church of The Nazarene
West Entrance
504 E. Dewey Ave., Nampa

- 78-13 New Hope Baptist Church
1829 W. Iowa Ave., Nampa

- 79-13 Bethel Church of The Nazarene
3001 12th Ave. Rd., Nampa

- 80-13 Nampa First United Methodist Church
2717 12th Ave. Rd., Nampa

- 81-13 Greenhurst Elementary School
1701 Discovery Place, Nampa

- 82-13 Ronald Reagan Elementary School
3400 Southside Blvd., Nampa

The meeting concluded at 9:45 a.m. An audio recording is on file in the Commissioners' Office.

COMMISSIONERS TOUR MARTIN ACCESS NEAR PARMA

Today the Board toured the Martin Access, a riverfront recreational facility on the Snake and Boise Rivers near Parma. Those present for the tour were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Parks Director Tom Bicak, Assistant Parks Director Kathy Kershner, PIO Joe Decker, Bill Moore, from the RC&D Council, Carolynne Merrell and Deputy Clerk Monica Reeves. Idaho Fish and Game owns the property and wanted to improve public access for boating and fishing opportunities. They have partnered with the Resource Conservation and Development Council (RC&D), which serves as the fiscal agent on the grant project, and the County parks department whose staff provide in-kind donations by developing campsites, constructing access roads and trails, improving fishing sites, etc. The site will be co-managed by Fish and Game and the County parks department. Those familiar with the site were impressed at the

improvements that have been made. The site, which once suffered from insensitive users, is now an impressive recreational area. The tour began at 10:00 a.m. and concluded at approximately 11:45 a.m. The group had lunch at a restaurant in Parma following the tour. No Board action was required or taken as the tour was held for informational purposes only.

TENTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 19, 2013

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

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 280712, 113043507, 2013-017805, 2013-017804, 2013-017803, 2013-017802, 2013-017801, 2013-017800, 2013-017799, 2013-017798, 2013-017797 and 2013-017796.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#13-077 JLC Corporation DBA Idaho Pizza Company
#13-078 JLC Corporation DBA Idaho Pizza Company
#13-079 Sunnyslope Market Inc.

LEGAL STAFF UPDATE

The Board met today at 9:00 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell and Deputy Clerk Monica Reeves. Mr. Goodsell briefly explained that Point and Pay E-Payment Services Agreement that the Assessor asked him to review. The agreement will allow for over the counter transactions. The

Treasurer is already doing over the counter transactions through another contract. (Deputy P.A. Mike Porter and Deputy P.A. Zach Wesley arrived at 9:02 a.m.) When the Treasurer's current contract expires in September they will review it and determine if it will be moved under this Point and Pay E-Payment agreement. Commissioner Alder would like to discuss some issues related to possible legal issues with the Deer Flat National Wildlife. At 9:04 a.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - POTENTIAL LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Alder made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:11 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 HARDSHIP APPLICATION FOR MARIE HUBENER

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:30 a.m. to consider a hardship application for Marie Hubener. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Treasurer Tracie Lloyd, Deputy P.A. Brad Goodsell, Marie Hubener, and Deputy Clerk Monica Reeves. Ms. Hubener's husband passed away in 2008 and she has fallen behind on her property tax payments. She is not working but she has a rental property that she has been using for income. In reviewing the application, Commissioner Rule noted that Ms. Hubener has assets including two vehicles that are paid for and multiple properties. Ms. Hubener is looking for employment and she plans to sell her mother's house which will help with her finances. The Board's concern is that Ms. Hubener has not made any effort to make payments on her taxes yet she does have assets. She was encouraged to liquidate some assets or obtain an equity loan so she can make payments on her delinquent taxes. The Board did not forgive the taxes. The meeting concluded at 9:44 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING POINT AND PAY E-PAYMENT SERVICES
AGREEMENT

The Board met today at 10:00 a.m. to consider signing a Point and Pay E-Payment Services Agreement. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Assessor Gene Kuehn, DMV Supervisor Kimbra Asqueta, and Deputy Clerk Monica Reeves. Gene Kuehn said Access Idaho was the over the counter and online credit card service provider but he would like to work with a new company where the overall cost will be less to the customers. It is a minimum pay of \$2.00 with interest of 2.75% being charged. Tracie Lloyd said the Treasurer's Office will be moving to the point and pay contract in the next 30 days and they will be at 2.5% interest because they have bigger dollar amounts. The county does not pay the fee, the customer does. Commissioner Hanson asked if the rate could be decreased if the agreement was used countywide. Ms. Lloyd said the volume and transaction type are taken into account when a price is negotiated. Brad Goodsell said the contract provides that any affiliates of the county can join by completing an application and selecting the products and negotiating the fee they're going to pay. Kimbra Asqueta reported that the DMV did over \$1 million in over the counter credit card sales last year. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the Point and Pay E-Payment Services Agreement, a copy of which is on file with this day's minute entry. The meeting concluded at 10:08 a.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 22, 2013

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

APPROVED PURCHASE ORDER

The Board approved purchase orders for the Information Technology Department in the amounts of \$1,449.50 to Boise Office Equipment and \$7,595.99

to Tek Pipeline.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Recorder's Office in the amount of \$1,349.96 to HP.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Trial Court Administrator's Office in the amount of \$1,355.00 to Tek Pipeline.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2013-017666, 2013-017667, 2013-17668, 2013-017669, 2013-017670, 201-017671, 2013-017672, 2013-017796, 2013-017797, 2013-017798, 2013-017799, 2013-017800, 2013-017801, 2013-017802, 2013-017803, 2013-017804, 2013-017805, 2013-017675, 2013-017676, 2013-017677, 2013-017678, 2013-017679, 2013-017680, 2013-017681, 2013-017682, 2013-017683, 2013-017684, 2013-017685, 2013-017686, 2013-017687, 2013-017688, 2013-017689, 2013-017690, 2013-017691, 2013-017692, 2013-017693, 2013-017694, 2013-017695, 2013-017696, 2013-017697, 2013-017698, 2013-017699, 2013-017700, 2013-017701, 2013-017702, 2013-017703, 2013-017726, 2013-017727, 2013-017728, 2013-017729, 2013-017730, 2013-017731, 2013-017732, 2013-017733, 2013-017734, 2013-017735, 2013-017736, 2013-017737, 2013-017738, 2013-017739, 2013-017740, 2013-017741, 2013-017742, 2013-017743, 2013-017744, 2013-017745, 2013-017746, 2013-017747, 2013-017748, 2013-017749, 2013-017751, 2013-017752, 2013-017753, 2013-017754, 2013-017762, 239196, and 280711.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, PIO Joe Decker, Facilities Manager Paul Navarro, Senior Administrative Specialist Kelly Martinez, and Deputy Clerks Becky Chandler and Monica Reeves. The items discussed were general in nature. Ms. Chandler and Ms. Martinez left at 8:34 a.m. Mr. Decker reported on communication issues. This morning the Board

will sign a proclamation honoring Herbert "Hal" A. Littleton. Mr. Navarro reported on facilities issues. Upcoming projects include: bids for the masonry work for the memorial shelter bricks; and preliminary plans for the courthouse remodel. The meeting concluded at 8:42 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING PROCLAMATION DECLARING APRIL 22 AS HERBERT A. LITTLETON DAY IN CANYON COUNTY

The Board met today at 8:45 a.m. to sign a proclamation declaring April 22 as Herbert A. "Hal" Littleton Day. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Pat Littleton Duncan, Rick Littleton, Leo Holmes, Sid Freeman, and Deputy Clerk Monica Reeves. Hal Littleton served as a Marine in the Korean War and he threw his body on a grenade and saved Charlie Company. He was posthumously awarded the Congressional Medal of Honor by President Harry S. Truman, along with the Purple Heart, National Defense Medal, and the Korean Service Medal with three Bronze Stars. Leo Holmes brought this information to the attention county officials and he spearheaded the effort to get a proclamation signed. Pat Littleton Duncan spoke about the bravery of Mr. Littleton. The proclamation was read into the record by Commissioner Hanson. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to proclaim April 22, 2013 as "Herbert A. Littleton Day" in Canyon County. The signed proclamation is on file with this day's minute entry. The meeting concluded at 8:56 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:05 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a litigation matter and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 9:05 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Prosecutor Bryan

Taylor, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Deputy P.A. Mike Porter arrived at 9:17 a.m. The Executive Session concluded at 9:25 a.m. with no decision being called for in open session.

SIGN LITIGATION SETTLEMENT AGREEMENT

The Board met today at 9:25 a.m. to consider signing a litigation settlement agreement. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The agreement is between Jeremy Gugino, Bankruptcy Trustee for the Estate of John Thomas Bujak and Pepper Rae Bujak, Canyon County and the Canyon County Prosecuting Attorney's Office. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the litigation settlement agreement, a copy of which is on file with this day's minute entry. (See Agreement No. 13-031). 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 9:35 a.m. for the monthly elected officials meeting. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Sheriff Kieran Donahue, Prosecutor Bryan Taylor, Clerk Chris Yamamoto, Treasurer Tracie Lloyd, Coroner Vicki DeGeus-Morris, Assessor Gene Kuehn, and Deputy Clerk Monica Reeves. Topics of discussion included the following:

Equalization pay instead of merit increases: The HR Office will prepare an analysis of county positions; salary equalization will be addressed first. Clerk Yamamoto said the idea is to look at which employees have received raises and when they received them. His office is looking at tying equalization to benefits and looking at what it will take to eliminate the million dollar drop in our health plan. Bryan Taylor has been focused on equalization in his office. He asked if salaries have been equalized does that mean his employees will not be considered for an increase. The response was: Yes. Commissioner Hanson said we do not pay the same as Ada County and we have to pay based on our own scale for all the offices. Tracie Lloyd said she has voiced concerns about equalization in her office but she was not allowed to do anything about it. Sheriff Donahue said the Sheriff's Office loses employees on a monthly basis to

other agencies that pay more and it is frustrating because the county spends a lot of money to train employees. The City of Nampa has 12 dispatchers and eight of them were trained by the county. **Construction of the administration building and courthouse remodel:** Commissioner Rule said the facilities manager has started a courthouse evaluation to see what is needed and to fine tune plans to move into the administration building. Once the Nampa court operation is moved to the courthouse the county will make plans to sell the building in Nampa with the idea that the funds will help cover the costs of building a facility for the Elections Office and the print shop on Chicago Street. There are also plans to sell the property on Pond Lane that at one time was going to be used for a new jail. **Reports:** Tracie Lloyd reported that the Board has signed an agreement with a credit card vendor that will lower the county's rates for over the counter transactions. Vicki DeGeus-Morris raised concerns about a disturbance that occurred in her office where she was concerned for her staff's safety. The incident involved an employee who was dealing with a distraught person whose son had been killed in an officer involved shooting. Sheriff Donahue and Ms. DeGeus-Morris will meet and come up with a way for staff to call for help which may involve installing a panic button or a locking device. Commissioner Rule said there needs to be a campus security protocol. The meeting concluded at 9:56 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING LAW ENFORCEMENT SERVICES AGREEMENT
BETWEEN THE CITY OF MIDDLETON AND CANYON COUNTY SHERIFF'S
OFFICE

The Board met today at 10:10 a.m. to consider signing a law enforcement services agreement between the City of Middleton and the Canyon County Sheriff's Office. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Sheriff Kieran Donahue, Captain Dana Maxfield, and Deputy Clerk Monica Reeves. Captain Maxfield reported that the City of Middleton has already paid for the services noted in the contract and at this point we are simply memorializing it. Commissioner Hanson asked if code enforcement is addressed in the agreement. Sheriff Donahue said enforcement is a responsibility, but the higher priority calls will take precedent. Commissioner Alder said there is a code enforcement contract between Middleton and the Development Services Department. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the Middleton Law Enforcement Services Agreement, a copy of which is on file with this day's

minute entry. (See Agreement No. 13-032). The meeting concluded at 10:15 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:15 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Information Officer Rob Hopper, and Deputy Clerk Monica Reeves. Mr. Hopper reported on the following topics: updates to the detention center bulletin board; the governance council project review; and purchase order requests for a printer for the court assistance office; a document (ELMO) projector for the courts, and network switch upgrades for the courthouse and personal computer for the Recorder's Office. The signed purchase orders are on file with this day's minute entry. The meeting concluded at 10:22 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE HUMAN RESOURCES 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 Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, HR Director Jeannine Eiband, and Deputy Clerk Monica Reeves. Ms. Eiband reported on the following topics: the Prosecutor's Office is doing a final review of the employee handbook; and the HR Office is working on salary survey issues and compiling their information for the equalization project. At 10:32 a.m. Ms. Eiband asked the Board to go into Executive Session to discuss a personnel matter and confidential documents. The session was held as follows:

EXECUTIVE SESSION - PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Hanson made a motion to go into Executive Session at 10:32 a.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter

into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, HR Director Jeannine Eiband, and Deputy Clerk Monica Reeves. Chief Civil Deputy P.A. Sam Laugheed arrived at 10:40 a.m. The Executive Session concluded at 11:15 a.m. with no decision being called for in open session. The items discussed were general in nature and did not require Board action. The meeting concluded at 11:15 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING MOU RELATING TO POSITION OF DOMESTIC VIOLENCE COURT COORDINATOR FOR THIRD JUDICIAL DISTRICT

The Board met today at 2:38 p.m. to consider signing a Memorandum of Understanding (MOU) relating to the domestic violence court coordinator position for the Third Judicial District. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Sheriff Kieran Donahue, and Deputy Clerk Monica Reeves. The money for the position comes from the state, but the person will be a county employee who will work with Judge Lee. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the MOU relating to the position for the domestic court coordinator for the Third Judicial District. The signed MOU is on file with this day's minute entry. The meeting concluded at 2:40 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER APPROVING RESOLUTION DESIGNATING SURPLUS PERSONAL PROPERTY WITH NOMINAL VALUE-LEGACY COMMUNICATIONS EQUIPMENT

The Board met today at 2:30 p.m. to consider approving a resolution designating surplus personal property with nominal value - Legacy Communications Equipment. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Lt. Todd Herrera, Captain Dana Maxfield, and Deputy Clerk Monica Reeves. Sheriff Kieran Donahue arrived at 2:33 p.m. The Sheriff's Office approached Gem State Communications about trading outdated radios and base stations in exchange for \$4,000 worth of replacement batteries and battery readers. The equipment will be traded through a radio shop because they will wipe the radios and put in new frequencies for anyone else who wants the radios. The equipment cannot be traded to other law enforcement agencies because there are some agencies in different parts of the state that use the same

frequency and that would be a problem with it coming up on their primary frequencies. The old equipment that cannot be used will be crushed at the landfill because it cannot be narrow banded and does not meet current FCC regulations. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the resolution designating surplus personal property with nominal value - Legacy Communications Equipment. For a complete list of the equipment that will be traded see Exhibit "A" to Resolution No. 13-080, which is on file with this day's minute entry. The meeting concluded at 2:38 p.m. An audio recording is on file in the Commissioners' Office.

TWELFTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 23, 2013

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Facilities Management department in the amount of \$1,337.67 to R & H Wholesale Supply.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Logan Brewer, Samantha Jo Burbank and Brittany Sandoval.

APPROVED KEY REQUEST

The Board approved a key request for Logan Brewer, Brittany Sandoval and Chris Thoms.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- #13-081 Canton Café Inc.
- #13-082 Barr Enterprises Inc. DBA Pete's Tavern
- #13-083 EVRA Inc. DBA Casa Mexico
- #13-084 The Getaway LLC
- #13-085 Super Pollo Mexican Grill LLC
- #13-086 Roelof & Lori Speelman DBA Keystone Pizza
- #13-087 New Empire LLC DBA The Blue Eye
- #13-088 JM Assets LLC DBA Garbonzo's Pizza
- #13-089 Indian Creek Steakhouse LLC
- #13-090 Don Ulmer DBA Airport Inn
- #13-091 Terry & Wanda Crawford Inc. DBA Caldwell Chevron Foodmart
- #13-092 Baird Oil Co

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

The Board met today at 8:30 a.m. for a biweekly meeting with the Chief Probation Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Probation Officer Elda Catalano, Mike Davidson, and Deputy Clerk Monica Reeves. Mr. Davidson reported on the department's fundraising efforts that will benefit juvenile problem-solving courts. He asked for permission to use the courtyard on May 30 for a BBQ as part of the fundraiser. The Board has no problem with request but advised Mr. Davidson to check with the facilities manager to work out the logistics. Ms. Catalano reported on the following topics: 1. The First Tee program will be held this summer. 2. The department is seeing some difficult cases where kids as young as eight years old are committing very serious offences. She is trying to work with the department of health and welfare to come up with workable solutions for those cases involve mental health issues and should not be in the juvenile justice system. 3. Increase in juvenile gang activity. 4. The department of juvenile corrections has reduced funding which will impact Ms. Catalano's budget. Commissioner Alder asked if we're going to use lottery funds for the courtroom addition project at the juvenile center. Ms. Catalano believes so; she has \$600,000 in lottery funds. Commissioner Alder said we should move forward with the bid process if the courts are willing to help fund the project. Commissioner Hanson said lottery funds are not something we want to establish operations on because they can be reduced or go away at any time. He thought the court facilities funds were going

to be used for this courtroom addition and the courthouse remodel. Commissioner Alder had hoped so because we do not have any other funds that we were looking at. Ms. Catalano will talk with the facilities manager about the status of the project. The meeting concluded at 8:46 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 1:30 p.m. for a legal staff update. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, DSD Director Tricia Nilsson, H.R. Director Jeannine Eiband, and Deputy Clerk Monica Reeves. Commissioner Rule has provided a copy of the property lease to Calvin Gordon who may be interested in leasing the ground located on Pond Lane for grazing purposes. At 1:31 p.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - PENDING LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Alder made a motion to go into Executive Session at 1:31 p.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, DSD Director Tricia Nilsson, H.R. Director Jeannine Eiband, and Deputy Clerk Monica Reeves. Ms. Nilsson left at 1:40 p.m. Ms. Eiband left at 2:05 p.m. The Executive Session concluded at 2:09 p.m. with no decision being called for in open session. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

THIRTEENTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 24, 2013

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

ABSENT: Commissioner Kathryn Alder (IAC Board Meetings-Riggins)

APPROVED PURCHASE ORDER

The Board approved purchase orders for the Facilities Management Department in the amounts of \$7,448.00 to Wall 2 Wall Floor Coverings; \$2,112.00 to Darrell Dice Masonry.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 113045727, 2013-017750, 2013-018263, 2013-018264, 2013-018265 and 2013-018266.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- #13-094 Krung Thai Restaurant LLC
- #13-093 Monkey Bar Inc. DBA Monkey Bizness

EXECUTIVE SESSION - PERSONNEL MATTER

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. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:07 a.m. pursuant to Idaho Code, Section 67-2345(1) (b). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:29 a.m. with no decision being called for in open session.

FOURTEENTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 25, 2013

APPROVED CLAIMS ORDER #4-26-13

The Board of Commissioners approved payment of County claims in the amount of \$2,500 for accounts payable.

NO QUORUM

FIFTEENTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 26, 2013

NO QUORUM

SIXTEENTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 29, 2013

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

ABSENT: Commissioner Craig L. Hanson

APPROVED PURCHASE ORDER

The Board approved purchase orders for the Building Maintenance Department in the amount of \$3,400 to Corrections Product Company and \$18,780 to Big Fans, Delta T Corporation.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Fleet Department in the amount of \$1,173 to O'Reilly Automotive Inc.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2013-019492, 2013-019493, 2013-019494, 2013-019495 and 2013-019496.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- #13-096 Debbie Finch DBA 1918 Lounge
- #13-097 Jeffries Inc. DBA Sand Stone Center
- #13-099 Wal-Mart Stores Inc. DBA Walmart #3739
- #13-100 Wal-Mart Stores Inc. DBA Walmart #2781
- #13-101 Kebob LLC DBA Tobacco Connection #16
- #13-102 Kebob LLC DBA Tobacco Connection #23
- #13-103 Kebob LLC DBA Tobacco Connection #6
- #13-104 Kebob LLC DBA Tobacco Connection #22
- #13-105 Kebob LLC DBA Tobacco Connection #12
- #13-106 Kebob LLC DBA Tobacco Connection #32
- #13-107 Winco Foods LLC DBA Winco Foods #11
- #13-108 Rojo Caliente Restaurants Inc. DBA Qdoba Mexican Grill #472
- #13-109 GMRI Inc. DBA The Olive Garden Italian Restaurant #1731
- #13-110 Fred Meyer Stores Inc. DBA Fred Meyer #226
- #13-111 Temple Holdings LLC DBA Corral Lounge
- #13-112 Mitchell's Wilder Market Inc. DBA Wilder Market
- #13-113 Fun & Ann Yee DBA Orphan Annie's
- #13-114 The Rooster LLC
- #13-115 Deyanira Chapa DBA El Rinconcito Restaurant
- #13-116 Firehouse Sports Pub & Pizza LLC
- #13-118 Kebob LLC DBA Joe's Beverage #1
- #13-117 Caldwell Bowl Inc. DBA Bowling Center

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Steve Rule and Kathy Alder, PIO Joe Decker, Facilities Manager Paul Navarro, Fleet Director Mark Tolman, and Deputy Clerks Becky Chandler and Monica Reeves. Mr. Navarro invited Mr. Tolman to the meeting so they

could discuss a requested purchase for four 12-foot fans that will be used to cool down the fleet shop during the hot summer months. The cost is \$18,000 and facilities staff will install the fans. There is a 10-year warranty and a buy-back option if Mr. Tolman does not like them. The Board will make a decision once Commissioner Hanson has had a chance to review the request. Mr. Tolman left at 8:38 a.m. Mr. Navarro reported on facilities issues including the following topics: third floor blue prints for the courthouse remodel; he is in the process of gathering bids for a design for the Chicago Street building; a purchase order for door closures for the concrete-filled steel doors at the jail and a brief update on the juvenile center courtroom addition project. Mr. Navarro left at 8:40 a.m. Mr. Decker reported on communication issues. Webmaster Keri Sigman arrived at 8:45 a.m. and spoke about plans to upgrade the website. She also gave a demonstration of upgrades that have been made to the website. The meeting concluded at 9:01 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:01 a.m. for a legal staff update. Present were: Commissioners Steve Rule and Kathy Alder, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to continue the legal staff update to this morning at 11:00 a.m. The proceeding concluded at 9:02 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING APRIL 29, 2013 AGENDA ITEMS

The Board met today at 9:31a.m. to consider signing the April 29, 2013 agenda items. Present were: Commissioners Steve Rule and Kathy Alder, H.R. Director Jeannine Eiband, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Indigent Services Director Michele Chadwick, and Deputy Clerk Monica Reeves. The items were considered as follows:

Summary of Material Modification and Amendment #2 to Canyon County Group No. 14101: This is the standard amendment which includes a correction to the speech therapy coverage. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to sign the summary of material modification and Amendment No. 2. **Canyon County Flexible Benefits Plan:** This is the

county cafeteria plan that's been in place for years and is now under Meritain's name. It is an employee summary of the plan that includes a definition section that defines what the benefit is and how employees can access it and what their rights are to make claims against the flex spending plan. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to sign the Canyon County Flexible Benefits Plan. (Ms. Eiband and Mr. Wesley left at 9:35 a.m.) **Voluntary Remediation Agreement with IDEQ regarding Mahaffey Brownfields:** Brad Goodsell has reviewed the agreement which restates statutory and rule requirements. In addition to signing the agreement the County must pay a \$2,500 fee to cover the costs of IDEQ overseeing the Mahaffey project. Today is the deadline for receiving letters of interest. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to sign the voluntary remediation agreement. **Resolution Classifying Records of the Clerk and Authorizing the Destruction of Indigent Files/Records:** Michele Chadwick has worked with the Prosecutor's Office in preparing the resolution which authorizes the destruction of closed cases where the Board has a made final decision. Some files are pre-1980. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to sign the resolution. (See Resolution No. 13-095.) The signed documents are on file with this day's minute entry. The proceeding concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:01 a.m. for a biweekly meeting with the Development Services Department Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Kathy Alder, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Topics of discussion included: Status of vacant positions; budget status; permit tracking; Gateway West Review, Deer Flat/Lake Lowell Draft Plan; Appeal of Director Administrative Decision Process; and the Comprehensive Plan Future Land Use Map. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:21 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:22 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Kathy Alder, Chief Information Officer Rob Hopper, and Deputy Clerk Monica Reeves. Topics of discussion included: a new system administrator has been hired; website design with consistent county look; governance council update; and document management RFP for county departments. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:32 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

BI-WEEKLY MEETING WITH THE FLEET DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:33 a.m. for a Bi-Weekly meeting with the Fleet Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Kathy Alder, Fleet Director Mark Tolman, Fleet Lead Technician Mike Thompson and Deputy Clerk Becky Chandler. Topics of discussion included: an award to the Fleet staff from the Sheriff's office for their hard work and assistance, a scan tool for Crown Victoria vehicles that needs to be upgraded and a hoist that needs replaced. Commissioner Rule encouraged Mr. Tolman to research the auction for cost savings. The Board signed titles for the Sheriff's department vehicles and one Weed Control vehicle to be used for trade or surplus property auction due to high mileage. It is less cost effective to repair and maintain than trade. Mr. Tolman and Mr. Thompson departed at 10:50 a.m. At the conclusion of this meeting, the legal staff meeting that was rescheduled from 9:00 a.m. this morning will need to be delayed. Commissioner Alder made a motion to continue the meeting to 1:30 p.m. on April 30. Commissioner Rule seconded the motion and it carried unanimously. No decisions were made and the meeting concluded at 11:07 a.m. A copy of the audio of the meeting is available in the Commissioners' office.

SEVENTEENTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO APRIL 30, 2013

PRESENT: Commissioner Steven J. Rule, Chairman

Commissioner Kathryn Alder
Deputy Clerk Monica Reeves

ABSENT: Commissioner Craig L. Hanson

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Matthew Thompson, Jacob Crossley and Kha Nguyen.

SIGNED A SUBORDINATION AGREEMENT

The Board signed the following Subordination Agreements recorded as instrument numbers: 2013-019490 and 2013-019491.

EXECUTIVE SESSION – PERSONNEL MATTER, REAL ESTATE MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: The Board met today at 2:32 p.m. for a legal staff update that was continued from yesterday. A request was made to go into Executive Session to discuss a personnel matter, real estate matter and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 2:34 p.m. pursuant to Idaho Code, Section 67-2345(1) (b), (c) and (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Alder and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Kathy Alder, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Deputy P.A. Dan Blocksom arrived at 2:36 p.m. and left at 2:46 p.m. Mr. Porter left at 3:07 p.m. The Executive Session concluded at 3:12 p.m. with no decision being called for in open session.

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

The Board met today at 3:16 p.m. for a biweekly meeting with the Juvenile Detention Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Kathy Alder, Juvenile Detention Director Steve Jett, Trial Court Administrator Dan Kessler, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. The digital fingerprint scanner for the juvenile center has stopped working and a new one will cost \$26,000. It's possible that Mr. Jett will be able to use cigarette tax money to purchase a new one. Zach Wagoner said at the end of last fiscal year the financial report for cigarette tax money showed a positive balance of \$105,000. The funds are in the juvenile probation budget, which is part of the district court fund. Commissioner Rule asked Mr. Jett to check with Elda Catalano, the Chief Probation Officer, to see what her plans are since the funds are in her budget. Mr. Jett briefly updated the Board on issues related to PREA, as well as his upcoming meeting with the Owyhee County Commissioners where he will inform them that the cost for housing juveniles has increased. The items discussed were general in nature and did not require Board action. The meeting concluded at 3:29 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 3:29 p.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 Kathy Alder, Director of Misdemeanor Probation Jeff Breach, Trial Court Administrator Dan Kessler, and Deputy Clerk Monica Reeves. The following topics were discussed: Mr. Breach has an employee who has asked for permission for outside employment. The employee would like to serve in a temporary position at BSU on her day off. Neither Mr. Breach nor the Board has a problem with the request. The department has been working with IT staff and they are close to having an electronic monthly report form where clients can submit their information online. A Spanish version will also be available. Due to declining offender number, Mr. Breach will have to evaluate whether county dollars will be used to help fund his department or whether there will be layoffs for Fiscal Year 2015. Commissioner Alder said Mr. Breach has done an amazing job for the past four years where his department has been able to pay its own way. Mr. Breach reported that access to the recovery grant has been under suspension and they will not be able to make any referrals until after July 1. With the federal sequestration the state will lose \$600,000 so there will be a significant reduction

in the grant which means a lot of the offenders will have to pay their own way. The items discussed were general in nature; no Board action was taken. The meeting concluded at 3:41 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

EIGHTEENTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO MAY 1, 2013

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

ABSENT: Commissioner Craig L. Hanson

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Trevor William Mattson, Mary Hoffman and Daniel Mills.

APPROVED VACATION LEAVE TO OTHER EMPLOYEE FOR SICK LEAVE

The Board approved the donation of vacation leave to another employee for sick leave to Kaylyn Browning.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2013-019497, 2013-019498, 2013-019502, 2013-019501, 2013-019500, 2013-019503 and 2013-019499.

LEGAL STAFF UPDATE

The Board met today at 9:03 a.m. for a legal staff update. Present were: Commissioners Steve Rule and Kathy Alder, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Mr. Goodsell updated the

Board on the cleanup project associated with the former Mahaffey Oil site in Parma. The Board received three letters in response to its solicitation of interest for a cleanup consultant: TerraGraphics Environmental Engineering, Inc., Strata, and Tetra Tech. Mr. Goodsell will send an email to all three firms asking if they have any questions regarding the scope of work and whether they have any proposed changes to our contract. After that response then he will send another asking for a cost/price then we can determine where we are at that point. Commissioner Rule recognizes all three companies and they have a good history in the area. Commissioner Alder asked if the scope can be changed if DEQ says monitoring of the wells is all that is required. Mr. Goodsell said they will prepare a cleanup plan and we will work with them and negotiate with DEQ to determine what the scope of cleanup is. Commissioner Rule wants to make sure Jack Biddle is involved when we select the cleanup firm. At 9:10 a.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER, POTENTIAL LITIGATION
MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Alder made a motion to go into Executive Session at 9:10 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Alder and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Kathy Alder, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:24 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.

NINETEENTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO MAY 2, 2013

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

ABSENT: Commissioner Craig L. Hanson

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Kenneth Nicodemus.

APPROVED KEY REQUEST

The Board approved a key request for Patricia Nilsson and Mary Hoffman.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Facilities Management Department in the amount of \$8,249.76 to Wall 2 Wall Floor Covering.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- #13-119 New Big Smoke LLC DBA Big Smoke #109, #102, Franklin United Inc. DBA Sage Café/Sage Travel Plaza, The Orchard House Inc., Ridley's Food Corp. DBA Ridley's Family Markets, Costco Wholesale Corporation DBA Costco Wholesale #734, G8 Enterprises Inc. DBA Nampa BBQ Pit
- #13-120 Idaho Golf Partners Inc. DBA Timberstone Golf Course, Howards Tackle Shoppe Inc., Kammi Stradley DBA Chaparral Tavern, Conrad & Bischoff Inc. DBA Garrity 66, Thrifty Payless Inc. DBA Rite Aid #5409, Shari's Management Corp. DBA Shari's of Nampa #235
- #13-121 The Chicago Connection, Mi Tierra Inc., NPC International Inc. DBA Pizza Hut #2152, #2170, Rosa Barriga Lopez & Ana G. Millan DBA La Michoacana Mexican Restaurant
- #13-123 Smoky Mountain Pizza & Pasta Nampa LLC, Mach Robin LLC DBA Red Robin Burger & Spirits, Roxie's Lounge Inc. DBA Tiny's, Macabi Inc. DBA Acapulco Mexican Restaurant, Mountain Range Restaurants LLC DBA Denny's Restaurant
- #13-122 Nampa Gusher LLC, Z Inc. DBA Paul's Market (Nampa, Caldwell), Maverik Stores Inc. DBA Maverik Store #298, #287, #430, #178, #225, #273, Stinker Stores Inc. DBA Stinker Store #41, #44, #48, #60, #75, #82, #108, #113

CONTINUE MEDICAL INDIGENCY HEARINGS

The Board met today at 8:15 a.m. to go on the record to continue medical indigency hearings. Present were: Commissioners Steve Rule and Kathy Alder, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to continue the following cases by signed stipulation: Case Nos. 2013-574 & 2013-516 were continued to June 20, 2013 at 8:30 a.m. Case No. 2013-441 was continued to June 6, 2013 at 8:30 a.m. The proceeding concluded at 8:16 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2012-1239

The Board met today at 8:19 a.m. to conduct a medical indigency hearing for Case No. 2012-1239. Present were: Commissioners Steve Rule and Kathy Alder, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Deputy P.A. Dan Blocksom, Brittany Rich from Saint Alphonsus Boise, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to continue the case to June 6, 2013 at 8:30 a.m. The proceeding concluded at 8:22 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-428

The Board met today at 8:28 a.m. to conduct a medical indigency hearing for Case No. 2013-428. Present were: Commissioners Steve Rule and Kathy Alder, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Deputy P.A. Dan Blocksom, Deputy P.A. Zach Wesley, Attorney Mark Peterson, Jessie Barcroft from St. Luke's Regional Medical Center, the applicant and her mother, Mercedes Lupercio, who served as the interpreter, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to uphold the original denial dated January 30, 2013. The proceeding concluded at 8:46 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2011-662

The Board met today at 8:48 a.m. to conduct a medical indigency hearing for Case No. 2011-662. Present were: Commissioners Steve Rule and Kathy Alder, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Deputy P.A. Dan Blocksom, the applicant and her spouse, Mercedes Lupercio, who served as the interpreter, and Deputy Clerk Monica Reeves. The hospital representative did not appear for the hearing. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to uphold the original denial dated April 20, 2011. The proceeding concluded at 8:55 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2011-1395

The Board met today at 9:02 a.m. to conduct a medical indigency hearing for Case No. 2011-1395. Present were: Commissioners Steve Rule and Kathy Alder, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Deputy P.A. Dan Blocksom, Attorney Bryan Nickels, Chavon Lewis from Saint Alphonsus Boise, the applicant and her husband, and Deputy Clerk Monica Reeves. Ms. Chadwick left at 9:15 a.m. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to August 22, 2013 at 8:30 a.m. The proceeding concluded at 9:19 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2012-452

The Board met today at 9:22 a.m. to conduct a medical indigency hearing for Case No. 2012-452. Present were: Commissioners Steve Rule and Kathy Alder, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Deputy P.A. Dan Blocksom, Attorney Bryan Nickels, and Deputy Clerk Monica Reeves. The applicant did not appear. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to July 25, 2013 at 8:30 a.m. The proceeding concluded at 9:26 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2012-1552

The Board met today at 9:30 a.m. to conduct a medical indigency hearing for Case No. 2012-1552. Present were: Commissioners Steve Rule and Kathy Alder, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Deputy P.A. Dan Blocksom, Cassie Olson from Saint Alphonsus Boise, and Deputy Clerk Monica Reeves. The applicant did not appear. Upon the motion of Commissioner Alder and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to July 11, 2013 at 8:30 a.m. The proceeding concluded at 9:39 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIALS

The Board met today at 9:45 a.m. to go on the record and uphold the original denials for certain medical indigency hearings. Present were: Commissioners Steve Rule and Kathy Alder, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. Because there were no other individuals to appear before the Board today, Ms. Baker recommended the original denials on the following cases be upheld: Case Nos. 2013-99; 2013-91; 2012-1227; 2013-506; 2013-444; 2012-1387; 2013-352; 2013-336; 2012-1505; 2012-1465; 2013-357; & 2013-346. Upon the motion of Commissioner Alder and the second by Commissioner Rule the Board voted unanimously to uphold the original denials. The proceeding concluded at 9:47 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER RESOLUTION TO CHANGE THE FLSA STATUS OF THE HEALTH SERVICES ADMINISTRATOR POSITION IN THE SHERIFF'S OFFICE

The Board met today at 11:08 a.m. to consider a resolution to change the FLSA status of the Health Services Administrator position in the Sheriff's Office. Present were: Commissioners Steve Rule and Kathy Alder, H.R. Director Jeannine Eiband, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The position has been exempt and non-classified and the Sheriff's Office would like to change the status to non-exempt and classified. Upon the motion of Commissioner Alder and the second by Commissioner Rule the Board voted unanimously to approve the resolution changing the FLSA status for the Health Services Administrator position. The signed resolution, No. 13-124, is on file with this day's minute entry. The meeting concluded at 11:10 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 11:10 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a litigation matter and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 11:10 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Kathy Alder, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:24 a.m. with no decision being called for in open session.

TWENTIETH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO MAY 3, 2013

NO QUORUM

TWENTY-FIRST DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO MAY 6, 2013

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

APPROVED CLAIMS ORDER #5-10-13

The Board of Commissioners approved payment of County claims in the amount of \$3,660.00, \$121, 066.75, \$103,568.41, \$93,257.46, \$106,880.33 and \$88,586.43 for accounts payable.

APPROVED CLAIMS ORDER #1315

The Board of Commissioners approved payment of County claims in the amount of \$1,079,121.62 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Information Technology Department in the amount of \$4,511.04 to HP.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Human Resources Department in the amount of \$2,944.60 to United Micro Data.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Recorder's Office in the amount of \$11,635 to Integra Paperless Business Solutions.

APPROVED KEY REQUEST

The Board approved a key request for Tony Bernstein and Stephanie Hailey.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Stephanie Hailey, Tony Bernstein, Amy McKenzie and Holly Miles.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2013-020389, 2013-020390, 2013-020391, 2013-020392, 2013-020393, 2013-020394, 2013-020395, 2013-020388, 2013-020387, 2013-020386, 2013-020385, 2013-020384 and 2013-020383.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#13-125 The Bird Stop LLC

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, PIO Joe Decker, Facilities Manager Paul Navarro, Senior Administrative Specialist Kelly Martinez, and Deputy Clerks Becky Chandler and Monica Reeves. The items discussed were general in nature. Mr. Decker reported on communication issues. Mr. Navarro reported on facilities issues. The meeting concluded at 8:43 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION – DISCUSS RECORDS EXEMPT FROM PUBLIC DISCLOSURE

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. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 67-2345(1) (d). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom and Deputy Clerk Becky Chandler. The Executive Session concluded at 9:17 a.m. with no decision being called for in open session. An audio recording of the open portion of the meeting is on file in the Commissioners' office.

MEETING WITH BVEP FOR UPDATE ON RECENT PROJECTS

The Board met today at 9:30 a.m. for an update from the Boise Valley Economic Partnership (BVEP) on recent projects. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Clark Krause, the Executive Director of BVEP,

and Deputy Clerk Monica Reeves. Mr. Krause's report included an overview of the organization as well as information on their marketing pieces, sales missions and top projects. Following Mr. Krause's report, the Commissioners expressed their concern about the March 20, 2013 testimony before the Idaho House and Senate State Affairs Committee regarding the "Add the Words" campaign where Canyon County's name was listed as being a supporter of the campaign. The Commissioners were not aware that the county was named as a supporter until they were approached by legislators. Commissioner Alder said she believes in the protection of others, but the County's support for BVEP goes to economic development and she does not want Canyon County's name used in that manner for legislation. Commissioner Rule asked why an economic development agency is pursuing a social issue, and why they would say the County supports the campaign when the Commissioners knew nothing about it? Mr. Krause apologized if it came across to the legislators that Canyon County was involved in it. The issue came up with the City of Boise who passed the anti-discrimination policy and the BVEP Board recommended they support the anti-discrimination act with city of Boise. He apologized for not going to the investors; it was a decision made by the Board to get in front of it. The testimony in front of state was how it worked with the city. He said BVEP does not typically get in front of social issues and they probably won't do it again. Commissioner Hanson said two legislators told him that Canyon County's name was used that endorsed "Add the Words". That's a problem. He doesn't support national administration's position nor does he support it when his name, county and city are being named as supporting the position. It is a major social issue push that should have no bearing upon BVEP with regard to using his name. It is poor procedure and business for the executive board to make that decision without notifying the stakeholders and he believes a letter of apology is in order. Mr. Krause apologized for the communication gap and said BVEP did not intend to misrepresent Canyon County. No Board action was required or taken as today's meeting was held for informational purposes only. The meeting concluded at 10:04 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:15 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Information Officer Rob Hopper, and Deputy Clerk Monica Reeves. Topics of discussion included: mobile device management; Point N Pay; equipment

donation requests; and purchase orders. (Commissioner Alder left at 10:21 a.m.) Regarding the mobile device policy, Commissioner Rule is concerned about the potential of everybody thinking they need a county cell phone or that they should be reimbursed for the cost of one. He wants to make sure the policy and process are thoroughly reviewed. Commissioner Hanson said we were dealing with who had access to reimbursement costs based upon the elected official determining if the person needs the device for the function of their job. A purchase order for computer upgrades for the system administrators in IT was approved by the Board. The meeting concluded at 10:32 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 1:30 p.m. for a biweekly meeting with the Chief Probation Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Probation Officer Elda Catalano, and Deputy Clerk Monica Reeves. Topics of discussion included: 1. Plans for the juvenile courtroom addition project. Once they receive the plans Paul Navarro will present them to the Board. Ms. Catalano has a half million dollars in lottery tax to contribute to the project. Commissioner Alder said there are plans to use the court facilities funds as well. 2. Ms. Catalano wants to give raises to some employees based on performance using existing funds. There was discussion about how the Board is looking at equalizing salaries rather than giving across the board or merit increases. Ms. Catalano said the employees she wants to reward are going above and beyond their job duties and taking on additional duties. 3. Steve Jett has asked Ms. Catalano to designate \$28,000 in state funds to purchase a fingerprinting machine. Her concern is that her revenue source is being decreased by other obligations. She will talk to Zach Wagoner to see what the fund balance is. The items discussed were general in nature and did not require Board action. The meeting concluded at 1:51 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING TO DISCUSS ADP

The Board met today at 2:00 p.m. to discuss ADP. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, H.R. Director Jeannine Eiband, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves.

The discussion focused on the Controller's request to separate the electronic link between HRB and payroll. Jeannine Eiband is responsive to the request but she wants to maintain control over the forms. Mr. Wagoner is okay with that as long as his staff can receive the forms in the new hire folder rather than being scanned into Papervision. Ms. Eiband said it will be time consuming for her staff to do it that way because they would have to handle the forms twice. Mr. Wagoner said it is difficult on their side to find the forms they need in Papervision. Commissioner Alder stressed that both offices need to communicate and work together. Mr. Wagoner said at this point the solution is to separate the modules, but Ms. Eiband said with separation we have not accomplished anything and there wasn't any point in purchasing the HR component of ADP. Mr. Wagoner said the main goal with ADP was to automate the timecard (payroll) process. He and Clerk Yamamoto spoke about the technical issues they are having with the ADP program and the lack of support they are receiving from the company. The Clerk's Office is exploring options to move away from ADP. Commissioner Rule wants to get the Prosecutor's Office involved since ADP is not being responsive. Deputy P.A. Zach Wesley arrived at 2:18 p.m. and said he will look at the contract and find out what the issues are and let them know what part of the contract they are violating. Otherwise we can talk about exit strategies. Ms. Eiband said if the Clerk moves to a different payroll program that's their prerogative, but she does not want to be told what HR program she will be using. She questioned why the controller's letter does not mention computer issues or back end issues. According to Ms. Eiband the letter addressed personal issues related to errors made by her personnel and she spent hours defending her staff but now the problem is being blamed on a computer deficiency. Mr. Wagoner said there are two separate problems: One problem is on the ADP side; the other issue is human error. Commissioner Rule said Ms. Eiband's written responses to Mr. Wagoner's letter are compelling in that she identifies misunderstandings rather than mistakes. Commissioner Alder said the two offices have barely started to work together on this issue and she wants both offices to communicate and work together. Mr. Wagoner said the errors were significant and substantial and would lead to him looking at erroneous information. Commissioner Alder said there is a learning curve with new software and procedures; she wants staff to correct the errors and work together for the good of the County. Mr. Wagoner is still seeing the same errors with data being entered incorrectly. Because specific employees were going to be discussed the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER AND RECORDS EXEMPT
FROM PUBLIC DISCLOSURE

Commissioner Alder made a motion to go into Executive Session at 2:30 p.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Clerk Chris Yamamoto, Controller Zach Wagoner, HR Director Jeannine Eiband, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 3:08 p.m. with no decision being called for in open session.

MEETING WITH IDAHO RECREATION COUNCIL REGARDING LAKE LOWELL MANAGEMENT PLAN

The Board met today at 3:08 p.m. for a meeting with the Idaho Recreation Council regarding the Lake Lowell Management Plan. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Bryan Ricker with Senator Mike Crapo's Office, Sandra Mitchell from the Idaho Recreation Council, Tina Klamt and Keith Sander with the Southern Idaho Sailing Association, and Deputy Clerk Monica Reeves. Sandra Mitchell said they are delighted with the draft CCP because their comments went from seven pages to one and a half pages; however, an issue has come up with regard to sailing. Keith Sander said the Southern Idaho Sailing Association is concerned that sailing may be restricted because it has been lumped in with other non-wildlife dependent competitive activities and the refuge says those activities do the following: exclude the public, increase wildlife disturbance, affect the quality of wildlife dependent activities, require the additional management resources and increase safety concerns. Mr. Sander said from the association's point of view they don't do any of those things and they refute the claims. The association has used Lake Lowell for 44 years with no difficulty and they do not want their use restricted. Tina Klamt said it appears to be the competition aspect of sailing that is causing concern. They have been very involved with the CCP comment process and early on they were caught off guard by the idea that regattas would not be allowed due to wildlife disturbances. The Commissioners encouraged the association to continue to be involved and be vocal in its opposition and to make sure the refuge knows how long the association has been using the lake without incident. Mr. Sander said they plan to get as much publicity as possible with local media to see if they can draw attention to the fact that they may be losing their rights. Bryan Ricker said it's a continual process because the plan will be reviewed in five years and again in 10 years and they

will redo the plan in 15 years. The meeting concluded at 3:29 p.m. An audio recording is on file in the Commissioners' Meeting Room.

TWENTY-SECOND DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO MAY 7, 2013

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

APPROVED CLAIMS ORDER #5-6-13

The Board of Commissioners approved payment of County claims in the amount of \$1,000 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$1,692.32 to Comet Supply, \$14,760.72 to Dell Computers and \$23,372.10 to Dell Computers.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Facilities Management Department in the amount of \$1,820 to Norbryn Equipment Company, \$23,150 to Boswell Paving, \$5,300 to Boswell Asphalt & Paving and \$7,100 to Boswell Asphalt & Paving.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- #13-126 Jackson's Food Stores Inc. DBA Jackson's Food Stores #60
- #13-127 Jackson's Food Stores Inc. DBA Jackson's Food Stores #22
- #13-128 Jackson's Food Stores Inc. DBA Jackson's Food Stores #126

#13-129 Jackson's Food Stores Inc. DBA Jackson's Food Stores #5
 #13-130 Jackson's Food Stores Inc. DBA Jackson's Food Stores #3
 #13-131 Northwest Funding LLC DBA Franklin Junction Store
 #13-132 Fiesta Arts Inc. DBA Fiesta Guadalajara
 #13-133 Fiesta of Nampa DBA Fiesta of Nampa Fiesta Guadalajara
 #13-134 Vern's Lounge LLC
 #13-135 Jackson's Food Stores Inc. DBA Jackson's Food Stores #117
 #13-136 Jackson's Food Stores Inc. DBA Jackson's Food Stores #115
 #13-137 Jackson's Food Stores Inc. DBA Jackson's Food Stores #85
 #13-138 Jackson's Food Stores Inc. DBA Jackson's Food Stores #82
 #13-139 Jackson's Food Stores Inc. DBA Jackson's Food Stores #143
 #13-140 Jackson's Food Stores Inc. DBA Jackson's Food Stores #64
 #13-141 Jackson's Food Stores Inc. DBA Jackson's Food Stores #63
 #13-142 Jackson's Food Stores Inc. DBA Jackson's Food Stores #62
 #13-143 Jackson's Food Stores Inc. DBA Jackson's Food Stores #61
 #13-144 Nampa Wings LLC DBA Winger's Grill and Bar
 #13-145 City of Nampa DBA Ridgecrest Golf Club
 #13-146 City of Nampa DBA Centennial Golf Course
 #13-147 Roswell Quick Mart LLC
 #13-148 Nampa Restaurant Ventures LLC DBA T G I Fridays
 #13-149 El Tenampa Inc.
 #13-150 K Mart Corporation DBA Big K-Mart #3189
 #13-151 Target Corporation DBA Target Store T-2206
 #13-152 RBS Enterprises Inc. DBA Barb's Down the Road Tavern
 #13-153 Walgreen Co. DBA Walgreens #12483
 #13-154 Walgreen Co. DBA Walgreens #11541
 #13-155 Walgreen Co. DBA Walgreens #10672
 #13-156 Walgreen Co. DBA Walgreens #07276
 #13-157 Walgreen Co. DBA Walgreens #05648
 #13-158 Apple Idaho LLC DBA Applebee's Grill & Bar
 #13-159 NPC International In. DBA Pizza Hut #2169
 #13-160 Cost Plus of Idaho Inc. DBA Cost Plus World Market
 #13-161 Partha Sarathy Inderson DBA Parma Inn & Grocery
 #13-162 Broadmore Associates Inc.
 #13-163 Williamson Orchards Inc. DBA Williamson Vineyards
 #13-164 Pilot Travel Centers LLC DBA Pilot Travel Center #638
 #13-165 Bradley G. Blamires DBA Generations
 #13-166 John R. Watson DBA Purple Sage Golf Course
 #13-167 Z Inc. DBA Paul's Market
 #13-168 Jose & Guadalupe Reyes DBA Reyes Mexican Grill
 #13-169 MRG Inc. DBA Buck's Saloon & Steakhouse

- #13-170 Caldwell Elks Home Assoc. Inc. DBA Caldwell Elks Lodge #1448
- #13-171 Oscar Pedraza DBA Salon Columbia Events Center
- #13-172 Pantera Market LLC, Pantera Market 2 LLC
- #13-173 Hells Canyon Winery LP

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

The Board met today at 8:45 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, H.R. Director Jeannine Eiband, and Deputy Clerk Monica Reeves. Ms. Eiband reported on the projects the HR Office has been working on: Refining policies with departments; the third edited draft of the personnel rules will go out today; auditing job descriptions to make sure the ones that are on file are the ones being used; and preparing for the an upcoming health plan board trustees meeting. The account is struggling and Ms. Eiband has met with Meritain representatives to go over ideas for the plan. Four options will be presented to the trustees. Ms. Eiband reported the first hit for affordable healthcare is coming in the form of a reinsurance fee at \$63 per person that will result in an additional \$86,000 expense next year. The Board will get a full report at a later date. Ms. Eiband hopes to have the marketing adjustment completed by May 10. She has been working with the Prosecutor's Office on litigation issues. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:53 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE/DISCUSSION REGARDING FIRE THAT OCCURRED AT THE LANDFILL CARETAKER'S RESIDENCE

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 attorney-client communication, records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 67-2345(1) (d). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter

into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Landfill Manager Jack Biddle, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:16 a.m. While in open session there was discussion about a fire that took place last week at the caretaker's residence at the landfill. An independent insurance adjustor confirmed that the residence is a total loss. The structure was insured at \$84,000 and the deductible is \$2,500. Jack Biddle has made arrangements to secure an identical trailer that will fit on the existing foundation. Because of the emergent situation and the county's need to have the residence reconstructed for security and other purposes, Mr. Laugheed asked the Board to make a finding that that an emergency exists and that sole source procurement is appropriate pursuant to Idaho Code, Section 67-2808(a) (1) and (3). A notice will be published in the newspaper to that effect. Commissioner Alder made a motion to declare an emergency and to move forward with the sole source procurement for the caretaker's residence at the landfill, pursuant to Idaho Code, Section 67-2808 (a)(1) and (3). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Hanson and Rule voting in favor of the motion. Jack Biddle said there was an accidental death where a friend of the caretaker passed away and as a consequence of her death a fire was started which burned the structure. Following investigations by the Sheriff's arson squad and the Nampa Fire Department, as well as an autopsy by the Coroner's Office it was determined that no criminal act was committed. There is no indication the county is liable for anything. (A copy of the notice that was published in the Idaho Press-Tribune is on file with this day's minute entry.) The discussion concluded at 9:21 a.m. at which time Mr. Biddle left. While still on the record, Mr. Laugheed asked the Board to return to Executive Session to discuss more attorney-client documents and litigation issues. The session was held as follows:

EXECUTIVE SESSION - LITIGATION AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Alder made a motion to go into Executive Session at 9:21 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:53 a.m. with no decision being

called for in open session. An audio recording of the open portion of the meetings are on file with this day's minute entry.

CONSIDER SIGNING REAL ESTATE PURCHASE AND SALE AGREEMENT FOR PROPERTY LOCATED AT 1223, 1215 AND 1223 E. CHICAGO STREET, CALDWELL, IDAHO WITH EVA GONZALES

The Board met today at 9:53 a.m. to consider signing a real estate purchase and sale agreement with Eva Gonzales for properties located at 1213, 1215 & 1223 E. Chicago Street in Caldwell, Idaho. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Mike Porter, Marcelino Gonzales, Eva Gonzales, Ana Gonzales, and Deputy Clerk Monica Reeves. An assessment has been performed and the property was found to be clean. Mr. Gonzales produced copies of the letters he will send to the tenants giving them 30 days' notice to vacate the premises. The total purchase price for all three parcels is \$234,382.00. The County will forgive delinquent property taxes owed against the properties. The property closing will take place within 30 days. Five days after the closing, the County will take possession of the property. Mr. Gonzales was contacted by a person who wants to move the small white house that sits on one of the parcels. Commissioner Rule has no problem with that and said once the County owns the property the interested party should contact Facilities Manager Paul Navarro about moving the house. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the Real Estate Purchase and Sale Agreement for properties located at 1213, 1215 & 1223 E. Chicago Street in Caldwell. A copy of the signed agreement, No. 13-036, is on file with this day's minute entry. The meeting concluded at 10:12 a.m. An audio recording is on file in the Commissioners' Office.

TAX DEED HEARING

The Board met today at 10:12 a.m. to conduct a tax deed hearing for properties that have delinquent taxes for tax years 2008 & 2009. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Deputy Treasurer Tonya Weyand, Mayra Murillo, Rachel Murillo, and Deputy Clerk Monica Reeves. Tonya Weyand said the Treasurer's Office has 47 properties that are to be taken by tax deed. The tax deeds will not be recorded until 3:00 p.m. today. The tax deeds will be removed for those who pay prior to the 3:00 p.m. deadline. Brad Goodsell said the statute provides that if people don't show up the Board will summarily authorize the tax

deeds. If people come to contest the tax deeds the Board will hear evidence and make a final decision in writing; however, the only issues are whether the Treasurer has complied with law pertaining to notice requirements. If someone wants to make payment arrangements that's not relevant to today's hearing. They would have to file for an exemption to forgive taxes. Tracie Lloyd said representatives from Warrior of Idaho are questioning why two parcels belonging to the company are included on the list of properties to be taken by tax deed. They were of the opinion that when the Board forgave taxes in March the decision pertained to three parcels, not just one. Brad Goodsell said the attorney for Warrior of Idaho reviewed the language in the resolution before it was signed by the Board and it is very clear that the resolution dealt with only one property. The Commissioners also recollect that their prior decision to forgive taxes for Warrior of Idaho applied to a single parcel. Mayra Murillo asked the Board for permission to make arrangements to pay the delinquent property taxes for her mother, Rachel Murillo. Family members are willing to make an \$800 payment today and monthly payments in the amount of \$300 toward the back taxes. According to Ms. Lloyd, the amount owing is \$1,736.60 for the 2009 taxes only. Commissioner Alder is willing to forgive the 2009 taxes as long as payments are made as promised. Ms. Lloyd questioned whether that decision can be made at this point since this is a tax deed hearing, not a consideration for a hardship. Mr. Goodsell said the Board could either do a hardship now and forgive a portion of the taxes and let the Murillos pay the rest, or, the Board can issue a tax deed and then they will have to redeem their property. The Board chose to consider the hardship request. Commissioner Alder made a motion to accept payment in the amount of \$800 with a signed agreement that the Murillo family make the \$300 monthly payments to pay off the remaining taxes. The action will forgive the \$936.60 that is owed today. The \$800 payment must be made by 3:00 p.m. today. The motion was seconded by Commissioner Hanson and carried unanimously. Following action on the Murillo property, the tax deed hearing resumed as follows for the following accounts:

PIN	YEAR	OWNER	Street Address and City
01856000 0	2009	GONZALEZ NORA	211 E. CHICAGO ST., CALDWELL, ID
01914000 0	2009	COURTRIGHT EUGENE R	203 DENVER ST., CALDWELL, ID
02036000 0	2009	SANCHEZ ROGELIO	715 N. 2ND AVE., CALDWELL, ID
02281000 0	2009	EDWARDS MARY L EDWARDS JAMES C	306 W ELGIN ST, CALDWELL, ID
04087000 0	2009	COLE DECIA KISER	0 BEECH ST., CALDWELL, ID

08067507 0	2009	RAINS RANDALL C RAINS ELIZABETH J H/W	339 LONE STAR RD., NAMPA, ID
08507128 0	2009	KING THOMAS A	1707 S KANSAS PL., NAMPA, ID
08507129 0	2009	KING THOMAS A	1711 S KANSAS PL., NAMPA, ID
10822000 0	2009	JOHNSON JOHN OSCAR	323 S DIAMOND ST., NAMPA, ID
12695010 0	2009	BURROW ANGLEA	97 4TH ST. N, NAMPA, ID
13270000 0	2008 & 2009	CARDENAS HECTOR	1611 1ST ST. S, NAMPA, ID
13970000 0	2009	KING LA VERN D KING SUSAN M H/W	316 22ND AVE. S, NAMPA, ID
13988000 0	2009	HARMON SABRINA A	104 22ND AVE. S, NAMPA, ID
14285639 0	2009	SWICKI SANDRA LEE	1824 6TH ST. N, NAMPA, ID
14988612 0	2009	SWOOPES STEPHEN N SWOOPES CYNTHIA R	50 S LOLLIPOP DR., NAMPA, ID
15389000 0	2009	FAIR PATRICIA GALLANT	1061 SWEETWOOD CIR., NAMPA, ID
16616000 0	2009	BENNETT GLADYS TRUST FBO MICHAEL DAVID BENNETT	246 HUDSON AVE., NAMPA, ID
16668011 0	2009	COHEN DAVID COHEN KAREN H/W	119 HUDSON AVE., NAMPA, ID
17911000 0	2009	KESTER TERRY KESTER VAN JR BYRNE TINA KESTER JEFF KESTER EARL KESTER EARL	100 CEMETERY RD, MIDDLETON, ID
19570000 0	2009	MUNOZ PEDRO	207 S PARK ST., PARMA, ID
19571000 0	2009	MUNOZ PEDRO	404 S 2ND ST. PARMA, ID
19571011 0	2009	MUNOZ PEDRO	205 E PARK ST., PARMA, ID
19714000 0	2009	PEROT JOHN \$ PEROT MARY KATHLEEN H/W WALTER TOM N WALTER NANCY L WALTER NORMAN G WALTER FLORENCE M	129 S 5TH ST., WILDER, ID
19980000 0	2009	MARTINEZ JOSE	416 2ND ST., WILDER, ID
21247000 0	2009	DENNY ROSS A	323 CRESTVIEW DR., NAMPA, ID
23995000 0	2009	SECOR WILMA M POKORNEY, GREGORY E	0 WILBETH LN., NAMPA, ID
26250505A0	2009	GODSILL ROBERT E GODSILL DEEANN H/W	O VIC LN., MIDDLETON, ID

29014010A0	2009	CAMPBELL MARK CAMPBELL DENISE H/W	4188 KUNA RD., KUNA, ID
29139000 0	2009	LANHAM SANDRA G LANHAM JUDD M	2210 E LOCUST LN., NAMPA, ID
30096011 0	2009	MELAD NATHAN MELAD MELISSA	0 LAKE SHORE DR., NAMPA, ID
30124012 0	2009	MC COY DANIEL L FARIS SCOTT	0 LEWIS LN., NAMPA, ID
30657010 0	2009	WHITE AARON	81 ROBINSON BLVD., NAMPA, ID
32037172 0	2009	STEVENS GARY STEVENS, CATHY H/W	1827 W BLAINE AVE., NAMPA, ID
32103262 0	2009	PIRVU PETRU	2020 W WINTERWOOD CT., NAMPA, ID
32372011 0	2009	R R DEVELOPMENT SERVICES LLC	0 S POWERLINE RD., NAMPA, ID
32504233 0	2009	SWICKI SANDRA L	3920 CLAYTON ST., CALDWELL, ID
32793013A0	2009	WINDSOR CREEK DEV LLC	0 HOMEDALE RD., CALDWELL, ID
33725000 0	2009	NGUYEN JONATHAN	0 HOMEDALE RD., CALDWELL, ID
34656010 0	2009	KELLY ROBERT W	15520 GREEN RD., CALDWELL, ID
37759000 0	2008 & 2009	PALMER DORIS D	28270 WAGNER RD., CALDWELL, ID
37925000 0	2009	WINTERS ERVIN L WINTERS CAROL	26822 OLD HWY 30, CALDWELL, ID
38837011 0	2009	DOUBLE D DEV LLC	0 E McCONNELL AVE., PARMA, ID

Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to authorize the Treasurer to take tax deed to the properties noted above. (The Murillo property is not included in the list of tax deed properties.) Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the Findings of Fact, Conclusions of Law and Order (FCOs) that memorializes the Board's action. A copy of the FCOs is attached to this day's minute entry. The hearing concluded at 10:33 a.m. An audio recording is on file in the Commissioners' Office.

TWENTY-THIRD DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO MAY 8, 2013

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Kathryn Alder
 Commissioner Craig L. Hanson

Deputy Clerk Monica Reeves

APPROVED CLAIMS ORDER #5/8/13

The Board of Commissioners approved payment of County claims in the amount of \$950.00 for accounts payable.

APPROVED MARCH 2013 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of March 2013 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.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Paige Gabiola.

APPROVED KEY REQUEST

The Board approved a key request for Paige Gabiola.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- #13-174 Tacos El Rey LLC DBA Tacos El Rey Restaurant #5
- #13-175 James William Ghormley DBA KG Grocery, Heather Zimmerman DBA The Garage Café, The Flaming Avocado LLC, HFO LLC DBA Big Smoke #113 and Mongolian BBQ, B-Way/Nampa DBA Mongolian BBQ.
- #13-176 Jose & Lucrecia Prado DBA Acapulco Grill
- #13-177 Thomas Management Corporation DBA Idaho Center
- #13-178 Jackson's Food Stores Inc. DBA Jackson's Food Stores #59

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2013-020679, 2013-020680, 2013-020681, 2013-020682, 2013-020683, 2013-020684, 2013-020685, 2013-020686, 2013-020687, 2013-020688, 2013-020689, 2013-020690, 2013-020691, 2013-020692, 2013-020693, 2013-020694, 2013-020695, 2013-020696, 2013-020697, 2013-020698, 2013-020699 and 2013-020700.

EXECUTIVE SESSION - LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:03 a.m. for a legal staff update. A request was made to go into Executive Session to discuss litigation and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Alder and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Kathy Alder, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:28 a.m. with no decision being called for in open session.

FISCAL YEAR 2014 PRELIMINARY BUDGET MEETING FOR SOUTHWEST DISTRICT HEALTH

The Board met today at 10:01 a.m. for the Fiscal Year 2014 preliminary budget meeting for Southwest District Health. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Controller Zach Wagoner, Director Bruce Krosch, Dr. Richard Roberge, Fiscal Officer Patty Foster, and Deputy Clerk Monica Reeves. The preliminary budget was reviewed. The agency is requesting \$839,103 which is a 3.09% increase over last year's amount. The meeting concluded at 10:32 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING - CONSIDER REQUEST BY NAMPA PAVING CO., TO AMEND CONDITIONS OF CU986727L18-4N-2W TO ADD AN ADDITIONAL 40 ACRE ADJACENT PARCEL

The Board met today at 10:33 a.m. to conduct a public hearing in the matter of a request by Nampa Paving Company/Randy Wood to amend conditions of Case CU986727L18-4N-2W to add an additional 40-acre adjacent parcel. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, DSD Director Tricia Nilsson, DSD Planner Deb Root, Alan Mills, and Deputy Clerk Monica Reeves. Deb Root gave the oral staff report. The applicant is requesting to amend Case CU986727L18-4N-2W that was issued for long term mineral extraction and crushing operation on Parcels R34076 and R34077 located at 21500 Middleton Road. They are also requesting to include for extraction and crushing an additional 40 acres of an adjacent parcel that was not part of the original request located at 21220 Wells Road. The primary reason for the amendment is to extend the duration of the conditional use permit to allow for completion of the extraction and reclamation on Parcel R34077. Extraction began on the property within the last year and is not near completion and the permit expires in December of 2013. Staff believes that amending the permit and including the 40 acres was more appropriate than having the applicant go through an amendment process and a conditional use permit process. Alan Mills testified on behalf of the applicant stating that the request is being made because Nampa Paving was the successful bidder on the Highway 16 project and they hope to be involved with the expansion of future projects. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to close public testimony and to approve the application, Case No. CU986727L18-4N-2W and to approve the Findings of Fact, Conclusions of Law, Conditions of Approval and Order. The hearing concluded at 10:48 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 1:36 p.m. for a monthly meeting with the Fair Administrator to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Kathy Alder, Fair Administrator Rosalie Cope, and Deputy Clerk Monica Reeves. Ms. Cope reported that she will meet with staff at the College of Idaho to discuss what the future holds for Simplot Stadium now that the college is starting a football program and use of the stadium will be limited. She will prepare three separate budgets for fiscal year

2014: One budget will be status quo; the second budget will eliminate all concerts and food vendors, and because they are eliminating entertainment a gate admission will not be charged; the third budget will include costs and the option of setting a stage in the Caldwell Night Rodeo arena for entertainment on Friday and Saturday nights. A concern with using the arena is the fair won't be allowed to sell beer and that is concern because beer sales are a huge revenue stream for the fair. Commissioner Rule offered to contact Marty Holly at the C of I to facilitate a meeting as to the future of the stadium. Ms. Cope is requesting a new position for the upcoming the budget to assist with website management and administration. Commissioner Rule said the County's webmaster could help with the fair's website. The fair board is taking a field trip to the Deschutes County fair in Oregon to get a visual of what an actual county fairground looks like. The items discussed were general in nature and did not require Board action. The meeting concluded at 1:51 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

TWENTY-FOURTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO MAY 9, 2013

NO QUORUM

TWENTY-FIFTH DAY OF APRIL TERM, A.D., 2013
CALDWELL, IDAHO MAY 10, 2013

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Douglas Gately, Elisa Cruz and Claire Stevenson.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Fleet Department in the amount of

\$43,066.52 to Dan Wiebold Ford.

APPROVED VACATION LEAVE TO OTHER EMPLOYEE FOR SICK LEAVE

The Board approved the donation of vacation leave to another employee for sick leave to Kay Browning.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- #13-180 44 Quick Stop LLC
- #13-181 Rosa Casiano DBA Tacos Colimas, TNT's Dynamite Grill LLC
- #13-182 La Ranchera Nampa Inc.
- #13-183 Tacos Y Mariscos El Compa LLC, 20/26 LLC DBA Caribou Lounge
- #13-184 Kanda Inc. DBA Lakeshore Market, Albertson's LLC #166, 103, 176 and 102
- #13-185 Aurora Sanchez DBA Rodeo Night Club, Terry L Payton DBA Hideout, Texas Roadhouse Holdings LLC

DETENTION CENTER INSPECTION CONDUCTED

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

EXECUTIVE SESSION – PERSONNEL MATTER, PENDING LITIGATION AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:00 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, pending litigation and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 9:00 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was

seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Deputy P.A. Dan Blocksom arrived at 9:10 a.m. The Executive Session concluded at 9:16 a.m. with no decision being called for in open session.

CONSIDER SIGNING TW TELECOM SERVICE ORDER

The Board met today at 9:17 a.m. to consider signing the TW Telecom Service Order for two IP trunks to be installed at 6107 Graye Lane in Caldwell. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The county has an agreement with TW Telecom for telephone service from 2007 and the service order will provide for additional service at the DMV building. The order was put together by IT staff and requires Board approval. Zach Wesley has reviewed the document to make sure it protects the County's interests. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the service order for TW Telecom which will add a new line at the DMV building. The signed service order is on file with this day's minute entry. The meeting concluded at 9:19 a.m. An audio recording is on file in the Commissioners' Office.

RECEIVE THE FISCAL YEAR 2012 AUDIT FROM GIBBONS SCOTT & DEAN, LLP

The Board met today at 9:31 a.m. to receive the Fiscal Year 2012 audit report from Gibbons, Scott & Dean, LLP. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Clerk Chris Yamamoto, Controller Zach Wagoner, Treasurer Tracie Lloyd, Chief Deputy Treasurer Nancy Seal, Jo Bolen from Gibbons, Scott & Dean, LLP, and Deputy Clerk Monica Reeves. Ms. Bolen presented the Board with two letters; one addressed the emergency communications (911) fund; and the other communicated information related to the firm's audit of Canyon County for the year ended September 30, 2012. (Both letters are on file with this day's minute entry.) Highlights from the audit included the following: **Treasurer's Office:** In reconciling the Treasurer's report to the general ledger they discovered there was a difference of \$6,533 at the end of the year. The difference started in February and involved some payroll checks

and journal entries involving the recording of interest. Once the journal entries were corrected as of September 30, the cash was off by \$2,477. Tracie Lloyd said the account is now within \$10.17 of balancing. Some of the errors were attributed to changes in the software. If payroll falls on the first, second or third of the month the cash comes out the prior month and if there are adjustments to payroll they do not occur until the following payroll. She said a lack of communication and misunderstanding contributed to the problem, but the issues have been corrected. She said when the financial software changed in March it changed the process of how they do corrections and there were a lot of changes in the last year that made it more difficult to track the cash side. Ms. Lloyd has corrected the errors that contributed to the problem. Ms. Bolen instructed Ms. Lloyd to write off the \$10.17 discrepancy. **Sheriff's Civil Trust Account:** They changed an accounting system in March and at the same time there was a change in supervisors. There was miscommunication between supervisors so the account was not reconciled from March and the supervisor was not aware of it. As far as Ms. Bolen knows, the issue has not been resolved because they are trying to get a report from Spillman. Zach Wagoner said the monetary issue has been resolved and the funds are now being transferred to the justice fund on a monthly basis; however he needs the monthly Spillman report that gives details on what parties hold what dollar amounts. Mr. Wagoner has met with Sheriff's staff about the importance of receiving the report but he's still not received it. Ms. Bolen said it is important to reconcile the trust accounts because the majority of the money is not yours and that's where the concern is. The accounts need to be reconciled. **Prosecuting Attorney's Office:** They have a checking account and written reconciliations are not being done. There is also a check that needs to be marked void. Ms. Bolen said only 25 checks were written last year and she questions if they really need the account. Mr. Wagoner said there are some instances where a small jurisdiction does not accept credit cards but the Prosecutor needs the information immediately so they will send a check. He would like to see the account closed. Commissioner Alder agrees. Commissioner Rule said the Board will discuss it with Bryan Taylor and see if there are options that can take away the liability of having the checking account. **Fair:** During the testing of disbursements, there was an employee's I-9 where the employer portion was not completed. There were also three transactions that were paid from the bank account directly but were recorded with the wrong year so they didn't show up in the 2012 financials, which can occur when using the quick books software. Clerk Yamamoto said the quick books software allows you to make manual adjustments and that can be a problem. Commissioner Rule said the Board will follow up with a memo to the fair board on this issue. **Weed Control:** There was a duplicate charge on a chemical invoice. Employees need to make sure they are double checking their work. **Emergency communications:**

Around March, the Auditor's Office began accounting for the monies from the phone companies and in April the state was shorted \$200. **Grant reports:** There were several times when the reimbursement requests were for several months' expenditures. They need to be done monthly unless the amounts are insignificant. It was noted that sometimes the monies are not being deposited timely. Clerk Yamamoto said the county does not have a grant policy so he wrote one several months ago and it is being reviewed by the Prosecutor's Office. **Other items:** In testing expenditures and payroll transactions, there were invoices that did not match the claims, one order with no support and one employee with a missing payroll deduction. Ms. Bolen reiterated the point that employees need to double check their work. She reported that the County is in a good financial position but that doesn't mean we have money to spend. It is her opinion that working capital at September 30 should be at least between 25% to 30% of expenditures in order to not have to borrow monies for the first part of the fiscal year. This is accounting for normal expenditures, not anything major or unexpected. Commissioner Alder said the County does not borrow money, it has been self-sufficient. Mr. Wagoner said there is a minimum you need to cover expenditures from October through December until property taxes come in and we are above that lower level threshold. The Solid Waste budget showed this year's operating loss went down; the main area that caused this was the increase in the operating revenues. We are in compliance with the financial assurance requirements for funding of the closure and post closure costs. The estimated closure cost is \$11,280,178. As of September 30, we have \$8,194,609 restricted for those purposes. Ms. Bolen said Landfill Manager Jack Biddle estimates a portion of the landfill will close in the year 2025. The Board will follow up on that information with Mr. Biddle. Commissioner Alder appreciates the information presented and with regard to some of the errors reported she noted that ADP is new and it takes time to work out the quirks. Commissioner Rule thanked Ms. Bolen for her hard work in auditing the county. Mr. Wagoner said not only did the county undergo the change with ADP, but his staff went to a new accounting system in March of 2012 and he is very pleased with how everything turned out. Mr. Wagoner presented the Board with the Comprehensive Annual Financial Report for the Fiscal Year Ended September 30, 2012, a copy of which is on file with this day's minute entry. The meeting concluded at 10:20 a.m. An audio recording is on file in the Commissioners' Office.

COMMISSIONER APRIL 2013 TERM ADJOURNED

At the conclusion of the day's official business, the Board adjourned the April 2013 Commissioner Term.

THE MINUTES OF THE FISCAL TERM OF APRIL 2013 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: Commissioner Steven J. Rule, Chairman, Commissioner Kathryn Alder, Commissioner Craig L. Hanson

ATTEST: Chris Yamamoto, Clerk
Monica Reeves, Deputy

DATE: 5/31/13