

FIRST DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO JANUARY 13, 2014

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

ABSENT: Commissioner Craig L. Hanson

APPROVED CLAIMS ORDER #1-13-14

The Board of Commissioners approved payment of County claims in the amount of \$6,596.18 for accounts payable.

APPROVED CLAIMS ORDER #1-24-14

The Board of Commissioners approved payment of County claims in the amount of \$142,373.65 for accounts payable.

CONSIDER APPOINTMENT OF CHAIR AND VICE-CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS

The Board met today at 10:01 a.m. to consider appointing the Chairman and Vice-Chairman of the Board of County Commissioners. Present were: Commissioners Steve Rule and Kathy Alder, Chief Civil Deputy P.A. Sam Laugheed, Facilities Manager Paul Navarro, PIO Joe Decker, Deputy Clerks Kelly Martinez, Becky Cowan, and Monica Reeves. Commissioner Hanson was out of the office today on a personal matter. Sam Laugheed said there are a couple of options for the Board to decide in light of Commissioner Hanson's physical unavailability today. Idaho Code 31-705 provides that the Board must, at its first regular meeting on the second Monday of January (today), next after their election elect a chairman. On its face that language doesn't make any sense because the Board is elected on staggered terms on an every other year basis. Mr. Laugheed said a better practice would be for the Board to elect a chairman and vice-chairman every year and it would comply with the language of the statute and with the spirit of County law that prevents the Board from entering into agreements that last longer than a fiscal year. The Board is fully empowered to make any decision; there are some things that require three Commissioners and they are enumerated by the code and appointment of a chairman is not one of them. The Board can move forward and appoint, or, it can choose to continue the meeting to a time when all three Commissioners are present. Commissioner Alder would be willing to make a motion to

continue the appointment to tomorrow when Commissioner Hanson returns to the office. She would also be willing to move forward with the appointment because she believes Commissioner Hanson will support the decision. Commissioner Rule said it's a matter of progress and while it is not his goal to be chairman he believes they are functioning well as a Board. He said Commissioner Hanson supports Commissioner Rule remaining as chairman but it does feel odd moving forward without him. Commissioner Alder made a motion to appoint Steve Rule as Chairman and Kathy Alder as Vice-Chairman of the Board of Canyon County Commissioners. Commissioner Rule seconded the motion. Mr. Laugheed said if there became a reason for the Board to revisit this it certainly could and if Commissioner Hanson wants to be heard on the record we could easily take care of that. Commissioner Rule said with the primary election coming up in May and that may be an appropriate time to readdress it if Commissioners change. A roll call vote was taken on the motion with Commissioners Alder and Rule voting in favor of the motion. The motion carried unanimously. The meeting concluded at 10:10 a.m. An audio recording is on file in the Commissioners' Office.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 10:10 a.m. for an office staff meeting. Present were: Commissioners Steve Rule and Kathy Alder, Facilities Manager Paul Navarro, PIO Joe Decker, Deputy Clerks Becky Cowan, Kelly Martinez, and Monica Reeves. The items discussed were general in nature. Clerk Chris Yamamoto arrived at 10:15 a.m. and informed the Board and staff that when complaints are received about the Court Assistance Office the information should be directed to Benita Miller, the Assistant Trial Court Administrator. Clerk Yamamoto left at 10:20 a.m. Ms. Cowan and Ms. Martinez left at 10:22 a.m. Chief Civil Deputy P.A. Sam Laugheed arrived at 10:26 a.m. Joe Decker reported on the following communication issues: He is working with the Sheriff and the Prosecutor on a grand theft/forgery/computer crimes case; has worked on the framework for art nominations for the new administration building; working with the Prosecutor on the design of an office Facebook page; will have lunch with radio talk show host Kevin Miller tomorrow; the juvenile drug court brochure will be completed this week; working on the website link repair; Aleshea Boals asked him to facilitate a discussion with the Fair to see if they would be interested in bringing the band Riverbilly to town for a concert at the Snake River Stampede. Commissioner Alder said the Fair will only do two concerts this year and the acts have already been booked. Paul Navarro reported on the following facilities issues: Ken Fisher will give a construction update on Wednesday; the new maintenance shop will be finished the end of January or first of February; the final punch list walk through for the Crossroads Museum will occur on Wednesday; Rick Bugatsch, the project architect, will meet with stakeholders on the courthouse remodel project. The as-builds are done; now they are finessing the blueprint and layout so they can go into second phase. The juvenile center fire alarm

panel has died and there's a company that can upgrade it to a newer panel using all the existing parts, but it will be expensive. The upgrade could cost \$25,000 and a full replacement could cost \$50,000 to \$60,000. It needs to be fixed right away. Mr. Navarro will work with the Prosecutor's Office to figure out how to procure it. The meeting concluded at 10:34 a.m. An audio recording is on file in the Commissioners' Office.

FILE IN MINUTES

The Board filed the Clerk's Statement of Financial Condition in today's minutes.

LEGAL STAFF UPDATE

The Board met today at 10:34 a.m. for a legal staff update. Present were: Commissioners Steve Rule and Kathy Alder, Chief Civil Deputy Sam Laugheed, and Deputy Clerk Monica Reeves. Mr. Laugheed advised that an inquiry and complaint was received by the Board's staff last week about the Court Assistance Office. Staff memorialized the telephone call in an email and sent it to the Trial Court Administrator (TCA) and the paralegal in the Court Assistance Office. A response came back from the TCA that it wasn't appropriate to send it to the paralegal. Mr. Laugheed said the Board's employee did not do anything wrong in this case; she handled the matter appropriately. At 10:37 a.m. a request was made to go 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 10:37 a.m. pursuant to Idaho Code, Section 67-2345(1) (b) 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, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:02 a.m. with no decision being called for in open session.

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

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

The Board met today at 1:30 p.m. for a biweekly meeting with the Development Services 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 Kelly Martinez. Topics of discussion included the following: Dixie Drain project; Oil and Gas Permitting; Caldwell Area of City Impact. The items discussed were general in nature and did not require Board action. The meeting concluded at 1:44 p.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 1:44 p.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 Kelly Martinez. Topics of discussion included the following: metrics, including a Web Audit; System Monitors; Public Defender software preparation; Mr. Hopper is currently updating job descriptions and should be ready to post the open positions soon. The items discussed were general in nature and did not require Board action. The meeting concluded at 1:55 p.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 2:01 p.m. for a biweekly 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, and Deputy Clerk Kelly Martinez. Director Mark Tolman would like to discuss the duration of time in which a flex car turns into a taxable assigned vehicle. The Board would like more information regarding this topic and would like Mr. Tolman to attend tomorrow's legal staff update so the issue can be discussed with legal counsel as well. Another topic discussed was the fence that will be going up around the new fleet parking lot. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:07 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

SECOND DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO JANUARY 14, 2014

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

APPROVED VACATION LEAVE TO OTHER EMPLOYEE FOR SICK LEAVE

The Board approved the donation of vacation leave to another employee for sick leave to David Hicks.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Colleen Conklin.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Trial Court Administrator in the amount of \$1,193.90 to Dell, Inc.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Juvenile Probation in the amount of \$1,427.92 to VLCM.

APPROVED PURCHASE ORDER

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

CONSIDER SIGNING TREASURER'S TAX CHARGE AND ROLL CORRECTIONS SUMMARIES FOR DECEMBER 2013

The Board met today at 8:48 a.m. to considering signing the Treasurer's Tax Charge Roll Corrections Summaries for December 2013. Present were: Commissioners Steve Rule

and Kathy Alder, Treasurer Tracie Lloyd and Deputy Clerk Kelly Martinez. Commissioner Craig Hanson arrived at 8:50 a.m. The Board asked Ms. Lloyd to explain how these correction reports originate. Ms. Lloyd said tax charge corrections come two different ways: from the Assessor's Office where they have found a clerical error, or if there is a hardship or something granted by the Board. The roll corrections come from the Assessor through the system. If there is a PTR, which is a senior citizens exemption, once we do the tax roll we don't take a roll correction because that changes the disbursement of the PTR, which creates a lot of other issues. When that happens, we actually have to go in and do a charge correction. Ms. Lloyd said it is two different ways that the system handles it. These summaries can be larger in December because the notices have just gone out and people see that there could be an error. The meeting concluded at 8:52 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE HUMAN RESOURCES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION; AND CONSIDER SIGNING SUMMARY OF MATERIAL MODIFICATION AND AMENDMENT NO. 3 TO THE CANYON COUNTY PLAN DOCUMENT AND SUMMARY PLAN DESCRIPTION GROUP NO. 14101

The Board met today at 8:52 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy, and give direction; and consider signing a Summary of Material Modification and Amendment No. 3 to the Canyon County Plan Document and Summary Plan Description Group No. 14101. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Human Resources Director Jeannine Eiband, Deputy P.A. Zach Wesley and Deputy Clerk Kelly Martinez. Mr. Wesley said this is a summary of material modifications and amendment to the Canyon County Plan Document. The amendment was put together by Meritain amending our plan document to reflect changes to the law by the Affordable Health Care Act. The remainder of the amendment alters our Plan Document based on changes that we have asked Meritain to make to our health care plan. There was discussion regarding what services apply towards the deductible. Upon a motion by Commissioner Alder and a second by Commissioner Hanson, the Board voted unanimously to sign the Summary of Material Modification and Amendment No. 3 to the Canyon County Plan Document and Summary Plan Description Group No. 14101. Deputy P.A. Zach Wesley left at 9:01 a.m. Topics of discussion included the following: salary range benchmarks for new hires; Ms. Eiband said she will be making modifications to job descriptions to comply with ADA in regards to attendance; preparing training module ideas to replace the online training from ICRMP; we have changed to Lincoln Financial for Short Term Disability, Long Term Disability and Life Insurance, so we have transferred everybody over at what they are currently at and will have a special open enrollment February 4-7; Gary Deulen has wrapped up an employee investigation for Owyhee County staff; we

were invited to participate in a PERSI workshop with Caldwell, we have almost 60 people signed up; discussion regarding the courthouse remodel regarding the HR and PA Office. At 9:10 a.m. a request was made to go into Executive Session to discuss a personnel matter at which time the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER

Commissioner Hanson made a motion to go into Executive Session at 9:10 a.m. pursuant to Idaho Code, Section 67-2345(1) (b). 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 Kelly Martinez. The Executive Session concluded at 9:15 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 9:15 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 9:20 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure, pending litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 9:21 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d), (f), and (i). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Fleet Director Mark Tolman, and Deputy Clerk Monica Reeves. Mr. Tolman left at 9:29 a.m. The Executive Session concluded at 9:40 a.m. with no decision being called for in open session.

CONSIDER SIGNING FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER REGARDING THE APPEAL BY MARK MCDONOUGH OF THE DSD DIRECTOR'S ADMINISTRATIVE DECISION

The Board met today at 10:30 a.m. to consider signing Findings of Fact, Conclusions of Law and Order regarding the appeal by Mark McDonough of the DSD Director's decision, Case No. AD2013-14. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. The Board conducted a hearing on the matter on January 6, 2014 where testimony was received. Jennifer Almeida said the FCOs reflect the decision of the Board that was made on January 6, 2014. Commissioner Hanson made a motion to sign the Findings of Fact, Conclusions of Law and Order in the matter of the appeal by Mark McDonough of the director's decision. The motion was seconded by Commissioner Alder and carried unanimously. The written decision states that the Board found that if the applicant develops the property as proposed, it would be in conformance with the Canyon County Zoning Ordinance. The director's decision is hereby modified with the following condition: The applicant shall develop the property as proposed in the concept plan, identified as Exhibit 16. The signed document is on file with this day's minute entry. The meeting concluded at 10:31 a.m.

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

The Board met today at 1:34 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Kathy Alder, Parks Director Tom Bicak, Deputy P.A. Zach Wesley, and Deputy Clerk Kelly Martinez. Mr. Wesley said he has a draft historic preservation support award agreement as well as a letter to accompany the agreement. At 1:35 p.m. a request was made to go into Executive Session to discuss real property and records exempt from public disclosure, at which time the Board went into Executive Session as follows:

EXECUTIVE SESSION - REAL PROPERTY, RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Alder made a motion to go into Executive Session at 1:35 p.m. pursuant to Idaho Code, Section 67-2345(1) (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, Parks Director Tom Bicak, Deputy P.A. Zach Wesley, and Deputy Clerk Kelly Martinez. The Executive Session

concluded at 1:59 p.m. with no decision being called for in open session. Deputy P.A. Zach Wesley left at 2:00 p.m.

While in open session topics of discussion included the following: tomorrow is the day for the Museum punch list walk through; we had the 50th consecutive meeting of the IOSRWT on January 8th; Mr. Bicak will be talking with Jeff Miller about disc golf going in out at the lake; SWIDRC&D is meeting in Meridian on January 21; Chrystal, the Program Manager, has been writing a procedures manual, getting field trips confirmed, and recruited a BSU intern to help with the fire wise landscaping program; update on the projects in the shop; wrapping up the Recreation Trails Application; grant updates; designing a shooting bench for the shooting range. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:11 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

THIRD DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO JANUARY 15, 2014

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

APPROVED VACATION LEAVE TO OTHER EMPLOYEE FOR SICK LEAVE

The Board approved the donation of vacation leave to another employee for sick leave to Employee 1C.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Nate Pannell, Lance Campbell and Nina Sutton.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$23,917.92 to M2 Automation.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$22,363.00 to Data Works Plus.

FILED OATHS OF OFFICE

The Board filed Oaths of Office for: Emily Williamson, Dawn Wilson, Mary Ann Brown, M. Jean Crane, Bobbi Jo Brown, Terri Salisbury, Jennifer Odom-Mann, Angela Papa, Rachelle Dupuis, Yvonne Baker, Michele Chadwick, Ellen Pitcairn, DeAna Fournier, Kelli Brassfield, Kellie George and Darylina Millar.

CONSTRUCTION UPDATE

The Board met today at 8:07 a.m. for a construction update. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Facilities Manager Paul Navarro, Project Manager Ken Fisher, PIO Joe Decker, and Deputy Clerk Kelly Martinez. Paul Navarro reported briefly on the 12th Avenue and Chicago building and the juvenile courtroom addition project. Ken Fisher reported on the administration building project. Project activities include: continue to erect structural steel, place decking D to A grid line; place edge angle and weld decking 2nd floors; crane returns-topping off ceremony; start welding tabs for steel stud erection on exterior East and South; start placement of steel track for steel studs on the 1st floor, electrical rough-in; plumbing rough-in; relocate ESI trailer; start installation of seepage beds; deliberation and persistence on a quality exterior stone per the original program. A budget review shows there have been no change orders to date. The project is 24% complete. Accomplishments were reviewed and discussed. Issues and concerns include winter weather; discovering unknowns during excavation; equipment traffic on/off site. The meeting concluded at 8:33 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2014-001663, 2014-001664, 2014-001665 and 2014-001666.

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

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

Commissioner Hanson made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (i). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Assessor Gene Kuehn, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. Deputy P.A. Mike Porter arrived at 9:25 a.m. Mr. Kuehn and Ms. Lloyd left at 9:30 a.m. Mr. Navarro left at 9:34 a.m. The Executive Session concluded at 10:07 a.m. While in open session Brad Goodsell said two offers have been received on two different pieces of property. One is identified as Parcel No. 022810000, located at 306 Elgin Street in Caldwell and the Board received an offer from Richard Anderson to purchase the property for \$5,000. The taxes owing are roughly \$4,700. The second offer is for Parcel No. 132700000 located at 1611 1st Street South in Nampa. The Board has received information about the value of the property and also an offer to purchase the property for \$5,000. Mr. Goodsell asked the Board to consider listing the property because the taxes owed exceed \$19,000 and we have information from the Assessor that the property is worth approximately \$27,000. Commissioner Alder made a motion to accept the \$5,000 offer on Parcel No. 022810000, and to list Parcel No. 132700000 with a real estate agent. The motion was seconded by Commissioner Hanson. A roll call vote was taken with Commissioners Alder, Hanson and Rule voting in favor of the motion. The motion carried unanimously. The meeting concluded at 10:10 a.m. An audio recording of the option portion of the meeting is on file in the Commissioners' Office.

ADMINISTER OATH OF OFFICE TO RICHARD HALL, NEW PLANNING AND ZONING COMMISSIONER

The Board met today at 10:12 a.m. to administer the oath of office to Richard Hall, a newly appointed Planning and Zoning Commissioner. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, DSD Director Tricia Nilsson, Richard Hall, and Deputy Clerk Monica Reeves. Commissioner Rule administered the oath to Mr.

Hall. A copy of the oath is on file with this day's minute entry. The meeting concluded at 10:14 a.m. An audio recording is on file in the Commissioners' Office.

RESOLUTION AUTHORIZING JOINT QUARTERLY MEETING WITH THE PLANNING AND ZONING COMMISSION, DSD STAFF AND BOARD OF COMMISSIONERS

The Board met today at 10:18 a.m. to consider signing a resolution authorizing a joint quarterly meeting with the Planning and Zoning Commissioners, staff from the Development Services Department, and the Board of Commissioners on January 27, 2014 at 5:00 p.m. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, and Deputy Clerk Monica Reeves. The meetings are held on a quarterly basis and special notice is required. The topics of discussion will include miscellaneous items and responding to general questions. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign Resolution No. 14-003 authorizing the January 27, 2014 joint meeting. The meeting concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO JANUARY 16, 2014

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

APPROVED VACATION LEAVE TO OTHER EMPLOYEE FOR SICK LEAVE

The Board approved the donation of vacation leave to another employee for sick leave to Employee 1C.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Information Technologies in the amount of \$2,091.97 to Cerium Network.

CONTINUE MEDICAL INDIGENCY HEARINGS

The Board met today at 9:02 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 Angela Papa, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the following cases by signed stipulation as follows:

Case No. 2013-1762 was continued to April 10, 2014 at 9:00 a.m.

Case No. 2013-1830 was continued to April 24, 2014 at 9:00 a.m.

Ms. Baker also recommended continuing Case No. 2012-1326, which was originally scheduled for February 27, 2014. Upon a motion by Commissioner Hanson and a second by Commissioner Alder, the Board voted unanimously to continue Case No. 2012-1326 to April 24, 2014 at 9:00 a.m.

The proceeding concluded at 9:04 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1151

The Board met today at 9:08 a.m. to conduct a medical indigency hearing for Case No. 2013-1151. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Angela Papa, the applicant and his spouse, Attorney Mark Peterson, Katie Martin from St. Luke's, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to take Case No. 2013-1151 under advisement with a decision to be rendered within 30 days. The hearing concluded at 9:17 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1807

The Board met today at 9:20 a.m. to conduct a medical indigency hearing for Case No. 2013-1807. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Angela Papa, the applicant, and Deputy Clerk Kelly Martinez. A representative from the hospital did not appear for today's hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated October 30,

2013. The hearing concluded at 9:31 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1748

The Board met today at 9:35 a.m. to conduct a medical indigency hearing for Case No. 2013-1748. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Hearing Specialist Yvonne Baker, Interview Specialist Angela Papa, the applicant and his friend, and Deputy Clerk Kelly Martinez. Indigent Services Director Michele Chadwick arrived at 9:41 a.m. A representative from the hospital did not appear for today's hearing. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to uphold the original denial dated October 16, 2013. The hearing concluded at 9:47 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1731

The Board met today at 9:50 a.m. to conduct a medical indigency hearing for Case No. 2013-1731. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Angela Papa, the applicant, and Deputy Clerk Kelly Martinez. A representative from the hospital did not appear for today's hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated October 16, 2013. The hearing concluded at 9:57 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1768

The Board met today at 10:02 a.m. to conduct a medical indigency hearing for Case No. 2013-1768. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Angela Papa, the applicant and her friend, and Deputy Clerk Kelly Martinez. A hospital representative did not appear for today's hearing. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to uphold the original denial dated October 23, 2013. The hearing concluded at 10:08 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2012-1552 AND 2013-1829

The Board met today at 10:10 a.m. to conduct a medical indigency hearing for Case No. 2012-1552 and 2013-1829. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Angela Papa, Attorney Bryan Nickels, Cassie Cacioppo from St. Alphonsus, Jordan Porter from DRS Investigations, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to take Case No. 2012-1552 under advisement with a decision to be rendered within 30 days. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to uphold the original denial dated October 9, 2013. The hearing concluded at 11:03 a.m. An audio recording is on file in the Commissioners' Office.

At 11:17 a.m. the Board went back on the record to discuss their previous decision on Case No. 2013-1829. Ms. Chadwick said the Board made a decision to deny on this case, however, she requested the Board reconsider their denial and possibly take the case under advisement with a decision to be rendered within 30 days. Upon a motion by Commissioner Alder and a second by Commissioner Hanson, the Board voted unanimously to take Case No. 2013-1829 under advisement with a decision to be rendered within 30 days. The proceeding concluded at 11:21 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2014-91

The Board met today at 11:08 a.m. to conduct a medical indigency hearing for Case No. 2014-91. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Angela Papa, Jennifer White from St. Alphonsus, and Deputy Clerk Kelly Martinez. The applicant did not appear for today's hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated October 30, 2013. The hearing concluded at 11:11 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1718

The Board met today at 11:13 a.m. to conduct a medical indigency hearing for Case No. 2013-1718. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing

Specialist Yvonne Baker, Interview Specialist Angela Papa, the applicant, and Deputy Clerk Kelly Martinez. A hospital representative did not appear for today's hearing. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to uphold the original denial dated October 16, 2013. The hearing concluded at 11:17 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIAL DATES FOR MEDICAL INDIGENCY CASES

The Board met today at 11:22 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Angela Papa, and Deputy Clerk Kelly Martinez. Ms. Chadwick recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2013-1791, 2013-1737, 2014-49, 2013-1770, 2013-1800, 2014-67, 2013-1842, 2013-1690, 2013-1709, and 2013-1732. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 11:24 a.m. An audio recording is on file in the Commissioners' Office.

DISCUSSION REGARDING COURTHOUSE REMODEL PROJECT

The Board met today at 1:35 p.m. for a discussion regarding the courthouse remodel project. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Clerk Chris Yamamoto, Facilities Manager Paul Navarro, Rick Bugatsch from Houston-Bugatsch Architects, Clerk's Administrative Assistant Taryn Albrecht, and Deputy Clerk Monica Reeves. Mr. Navarro and Mr. Bugatsch are meeting with the offices that are staying in the courthouse and finding out what they want to change or modify for their operations. The Commissioners are staying in their current space on the first floor and are exploring the idea of expanding their meeting room to accommodate more seating by removing the wall between the meeting room and HR. Commissioner Rule said with the public meeting room being relocated to the administration building the Commissioners will no longer have the convenience of going across the hall when their meeting room reaches capacity. The HR Office will be relocating to the third floor and Mr. Navarro preliminarily planned for three court offices to be moved to the space vacated by HR. Clerk Yamamoto said it is imperative that the court assistance office have adequate space. Mr. Navarro said the goal was to give them a dedicated space to hold workshops because they get bumped a lot. Mr. Bugatsch said much of it will come down to what the Clerk comes up with in terms of programming needs, and because they need to accommodate another nine stations there might be a need for an entity to move downstairs. Rather than designating space for a grand jury room, Mr. Navarro

suggests using an empty courtroom for grand jury proceedings. Commissioner Hanson likes the idea and said perhaps the court assistance office can use an empty courtroom for their workshops. Clerk Yamamoto and his staff are working on a configuration that will meet their needs. He spoke about the logistical problems with a lack of storage space and the need to hire more staff to transport files from office to office between three floors. Mr. Bugatsch will come up with some options for the Board to consider on the meeting room expansion concept. No action was required or taken as today's meeting was held for discussion purposes only. The meeting concluded at 2:06 p.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 2:06 p.m. for a monthly meeting with the Trial Court Administrator to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Trial Court Administrator Dan Kessler, Assistant Trial Court Administrator Benita Miller, and Deputy Clerk Kelly Martinez. Clerk Chris Yamamoto arrived at 2:12 p.m. Topics of discussion included the following: update on the Magistrate division calendar rollout; courtroom remodel concerns; integrating the new District Judge position; report on the number of cases in 2013 compared to 2012; UA observation issues; and the Nampa Annex environmental assessment is pending. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:23 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER RESOLUTION TO ADOPT THE REVISED JOB DESCRIPTION FOR A POSITION WITHIN THE CLERK'S OFFICE

The Board met today at 2:23 p.m. to consider signing a resolution to adopt the revised job description for a position within the Clerk's Office. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Clerk Chris Yamamoto, and Deputy Clerk Kelly Martinez. Clerk Yamamoto said this is basically just a change in wording of the Digital Scanning Clerk position job description. Upon a motion by Commissioner Hanson and a second by Commissioner Alder, the Board voted unanimously to sign the resolution adopting the revised job description for a position within the Clerk's Office. The signed resolution, No. 14-004, is on file with this day's minute entry. The meeting concluded at 2:26 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 2:30 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 Kelly Martinez. Topics of discussion included the following: waste is up 7.17% in December and 12.31% for the first three months; "Free Day" at the landfill is tentatively scheduled for April 26, 2014; and the Annual Synopsis Report was reviewed. The items discussed were general in nature and did not require Board action. The meeting concluded at 2:48 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 2:48 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 Kelly Martinez. Topics of discussion included the following: budget updates; issues regarding possible restructuring of Magistrate Courts; training sessions for his staff; jail visitation issues; and the Public Defender contract and software conversion. The items discussed were general in nature and did not require Board action. The meeting concluded at 3:04 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

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

ABSENT: Commissioner Craig L. Hanson - Vacation

APPROVED CLAIMS ORDER #1-24-14

The Board of Commissioners approved payment of County claims in the amounts of \$254,701.53 and \$352,979.63 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$8,576.98 to Salt Lake Wholesale Sports.

FILED OATHS OF OFFICE

The Board filed Oaths of Office for: Diane Torgersen, Julie Meyers, Melissa Pollard, Karmen Whitmire, Stefanie Fennell, Cindy Robinson, Kara Hawkes, Kim Beckley, Sue Britton, Sue Maund, Mary Lou Carlin, Chrissie Traver, Gloria Hernandez, Ali Anderson, Denise Kennel, Robyn Sabins, Mary Anne Martinez, Darla Sigg, Sylvia Mehiel, Kara Killeen, Kathi Cannon, Carrie Dye, Teri Crawford, Pat Cheney, Karah Fullerton, Betty Jo Hatfield, Sue Hill, Abbie Nickel, Victoria Castro, Anna Hernandez, Theresa Randall and Kathy Waldemer.

FILE IN MINUTES

The Board filed the Mosquito Management Plan for 2014 submitted by Canyon County Mosquito Abatement District, pursuant to Idaho Mosquito and Vermin Act in today's minutes.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE, AND LITIGATION

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

Commissioner Alder made a motion to go into Executive Session at 9:06 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, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:29 a.m. with no decision being called for in open session.

SIXTH DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO JANUARY 21, 2014

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$32,200.00 to TCS Uniform and Apparel.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Information Technologies in the amount of \$1,157.47 to Cerium Networks.

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, Facilities Manager Paul Navarro, PIO Joe Decker, Deputy Clerks Becky Cowan, Kelly Martinez, and Monica Reeves. The items discussed were general in nature. Ms. Cowan and Ms. Martinez left at 8:34 a.m. Joe Decker reported on the following communication issues: He will meet with Idaho Center representatives regarding the Fair; he received an inquiry from the Kuna-Melba News regarding a case the Prosecutor's Office is working on; discussed topics for the State of the County Address that will take place on March 12 at the Nampa Chamber Luncheon; and the County art project. Paul Navarro reported on the following facilities issues: He and Architect Rick Bugatsch have identified a possible use for the old building maintenance shop which consists of 3,600 square feet. The space could house the alternative courts. Elda Catalano is working with the Prosecutor's Office on housing some prosecutors who are dedicated to juvenile crimes. Mr. Navarro has pitched the first concept of the remodel to Sheriff Donahue; he is waiting to hear back from the Sheriff. He is working with Sam Laugheed on the RFP's for private security for the juvenile annex, and for a moving service to move offices from the courthouse to the administration building. ESI has two change orders for locks and signage that he is trying to quash because the work can be done in-house on a wireless lock system that will save roughly \$6,000. The second change order is to take the marble slabs donated by Commissioner Rule and turn them into signage directories.

Facilities staff can do the work and reduce the cost from \$14,000 to \$4,000. Mr. Navarro met with the Parks Director regarding problems with alarm system at Celebration Park. He will work on replacing the system; all of the work can be done in-house, but he will have to buy the parts. They will also bring the museum alarm system online. He is waiting for Mr. Bicak to finish the punch list items with the contractor and architect before County staff does any work. Sam Laugheed and Mr. Navarro are working on an invitation for bids for parking lot projects. With SILD labor he believes they can do the landscaping, soil, irrigation and lighting work. The City of Caldwell will not allow the County to occupy the administration building until those items are completed. Mr. Navarro will provide the Board with a diagram of the parking lots that show the car counts and the work that is planned. The Board wants to meet with the engineer for a finalized drawing of the 11th Avenue street vacation concept. Mr. Navarro will meet with the city about pulling the curb on the dead end side of 11th Avenue. He will also talk to Staci Freeman who owns adjacent property about the idea. The Nampa annex environmental assessment will be available within the week. The meeting concluded at 8:48 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:03 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Commissioner Rule advised that he received a call from Mayor Garret Nancolas about a letter that Sheriff Donahue sent to the City of Caldwell regarding dispatch issues. At 9:05 a.m. the Board went into Executive Session as follows:

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

Commissioner Hanson made a motion to go into Executive Session at 9:05 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d), (f) and (i). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Mr. Goodsell left at 9:17 a.m. The Executive Session concluded at 9:52 a.m. with no decision being called for in open session.

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

The Board met today at 9:53 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 Kelly Martinez. Topics of discussion included the following: construction updates regarding IT needs; Public Defender software update; County/City CIO meeting today to look at consulting for leverage opportunities. Mr. Hopper submitted a purchase order in the amount of \$1,157.47 to Cerium for phone equipment. There was also discussion regarding video conferencing capabilities for the Public Defender. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:00 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO ADOPT A REVISED JOB DESCRIPTION
FOR A POSITION WITHIN THE DEVELOPMENT SERVICES DEPARTMENT

The Board met today at 10:00 a.m. to consider signing a resolution to adopt a revised job description for a position within the Development Services Department. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, DSD Director Tricia Nilsson, and Deputy Clerk Kelly Martinez. Director Nilsson explained this is a job description update, particularly because the GIS emphasis is not necessary for the Planner I position so we took a lot of that detail out of the description. Upon a motion by Commissioner Alder and a second by Commissioner Hanson, the Board voted unanimously to sign the resolution adopting a revised job description for a Planner I position within the Development Services Department. The signed resolution, No. 14-005, is on file with this day's minute entry. The meeting concluded at 10:03 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SEVENTH DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO JANUARY 22, 2014

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

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$1,778.00 to Alexander Clark Painting.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Crystal Laleman and Christian Samples

APPROVED KEY REQUEST

The Board approved a key request for Crystal Laleman.

APPROVED CLAIMS ORDER#1408

The Board of Commissioners approved payment of County claims in the amount of \$1,181,998.94 for a county payroll.

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

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

Commissioner Hanson made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 67-2345(1) (d), (f), and (i). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Prosecutor Bryan Taylor and Deputy P.A. Zach Wesley arrived at 9:05 a.m. Chief Civil Deputy P.A. Sam Laugheed arrived at 9:07 a.m. Mr. Porter and Mr. Goodsell left at 9:09 a.m. Prosecutor Taylor left at 9:40 a.m. The Executive Session concluded at 9:56 a.m. with no decision being called for in open session.

PUBLIC HEARING - REQUEST BY CARL AND NEILS TIDWELL FOR
COMPREHENSIVE PLAN MAP CHANGE AND REZONE FROM AGRICULTURE TO
RESIDENTIAL

The Board met today at 1:30 p.m. for a public hearing to consider a request by Carl and Neils Tidwell for a comprehensive plan map change and a rezone of approximately five acres from an "A" (Agricultural) Zone to an "R-2" (Combined Medium Density Residential) Zone. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Alan Mills, Carl and Myrna Tidwell, David Tidwell, and Deputy Clerk Monica Reeves. Commissioner Rule disclosed that he knows Mr. Tidwell (who used to be his high school teacher). The fact that he knows the applicant will not prevent him from making an unbiased decision in this case. Jennifer Almeida gave the oral staff report. Alan Mills testified in support of the application. No opposition testimony was given. Commissioner Hanson made a motion to close public testimony. The motion was seconded by Commissioner Alder and carried unanimously. Commissioner Alder said it is to everyone's advantage to fix the nonconforming lot, and she believes the use is appropriate for the area. Commissioner Alder made a motion to approve the comprehensive plan map change and rezone for Case No. PH2013-41 & 42. The motion was seconded by Commissioner Hanson. Commissioner Rule agreed and said it is advantageous to clean it up. The motion carried unanimously. Staff presented the Board with the written Findings for the comprehensive plan map change and rezone, and the ordinance directing amendments to the zoning map as well as a resolution to change the comprehensive plan map. Commissioner Hanson made a motion to sign the Findings of Fact, Conclusions of Law and Order for Case No. PH2013-41 & 42. The motion was seconded by Commissioner Alder and carried unanimously. Commissioner Alder made a motion to sign the resolution amending the Canyon County Comprehensive Plan Map from "Agriculture" to "Residential" for portions of parcels R30396 and R30398 totaling approximately five acres. The motion was seconded by Commissioner Hanson and carried unanimously. (See Resolution No. 14-006). Commissioner Hanson made a motion to sign the ordinance directing amendments to the Canyon County Zoning Map for Case No. PH2013-41 & 42. The motion was seconded by Commissioner Alder and carried unanimously. (See Ordinance No. 14-001). The hearing concluded at 1:51 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTH DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO JANUARY 23, 2014

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

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2014-002932, 2014-002933, 2014-002934, 2014-002935, 2014-002936, 2014-002937, 2014-002938, 2014-002939, 2014-002940 and 2014-002941.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,440.76 to Simplex-Grinnell.

FILED OATHS OF OFFICE

The Board filed Oaths of Office for: Jennifer Heidemann, Christa Lake, Terri Edwards, Raena Bull, Terry Davila, Lorraine Hunter, Russhell Berry, Marla Mount, Margot Ferrera, Margaret Witt, Cindy Grever, Connie Blele, Shar Nickel and Sidney Brown.

SIGNED COMMUTER VEHICLE AUTHORIZATION FORM

The Board signed a Commuter Vehicle Authorization Form for an employee in the Clerk's Office.

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

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

Commissioner Alder made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 67-2345(1) (d), (f) and (i). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, 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. Dan Blocksom, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:45 a.m. with no decision being called for in open session.

PUBLIC HEARING – REZONE HEARING FOR BRITANNIA HEIGHTS, LLC

The Board met today at 10:00 a.m. for a public hearing to consider a request by Britannia Heights, LLC, for a rezone of four parcels that total approximately 76 acres from an “A” (Agricultural) Zone to an “R-1” (Single-Family Residential) Zone. Parcel 30606-012 is located approximately 560 feet west of McDermott Road in Nampa in a portion of the SE ¼ of Section 29, T3N, R1W, BM. Parcels R30608, R30607, and R30608-010 are located on the north side of Amity Avenue approximately 950 feet west of the intersection of McDermott Road and Amity Avenue in Nampa in a portion of the SE ¼ of Section 29, T3N, R1W, BM. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Todd Lakey, Jeff Hess, Craig Lindquist, and Deputy Clerk Monica Reeves. Commissioner Rule disclosed that he is familiar with Todd Lakey and Jeff Hess, but he has no financial interest in the case and he believes he can make an unbiased decision in this matter. Jennifer Almeida gave the oral staff report. A conditional use permit was granted by the P&Z Commission in October of 2006 to divide the property into 105 residential lots. A plat was filed for the project, however, the final plat was not recorded within the required five years and the conditional use permit expired. The P&Z Commission recommended approval of the rezone on December 5, 2013. Staff is also requesting approval of the rezone. Todd Lakey and Jeff Hess testified in support of the request. Craig Lindquist testified in opposition to the request. Rebuttal testimony was given by Todd Lakey. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to close public testimony. The Board’s discussion was as follows: Commissioner Alder said this is part of our future land use; however, it is inconsistent with Nampa’s plan. The land surrounding the property is in agriculture and while the soils are moderate, it is farmable ground that can be productive. She said because the surrounding area is agriculture we have a responsibility to allow it to stay as agriculture and re-examine our future land use map and ask if the area is too far down from the City of Nampa. Commissioner Hanson said the cleanup issue has nothing to do with the rezone request. He strongly considers the rights of property owners and finds it difficult to tell someone what they can do with their property, as long as what they are proposing is not detrimental. He said Idaho is a property rights state and we have to give that strong consideration. Commissioner Rule said agriculture surrounds the property and it’s likely it will remain that way for some time. He gives weight to the work of others who granted the conditional use permit in 2006, but noted that the applicant left the door open for the County to take this from them with their failure to file an extension or start the process; however he is hesitant to pull the carpet out from under the project. Commissioner Alder said the applicant is using the property as agriculture right now and in 2006 things were moving differently; it’s been seven years and they haven’t been able to build out or put their plat into effect. She believes the property is properly zoned for agriculture. Commissioner Rule supports the recommendation of staff and the P&Z Commission. Commissioner Alder said the P&Z Commission recommendation was not unanimous; it was a three-to-two

split vote. Commissioner Hanson made a motion to approve the rezone for Britannia Heights, Case No. PH2013-36 and to sign the Findings of Fact, Conclusions of Law, and Order. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Hanson and Rule voting in favor of the motion to approve and Commissioner Alder voting against the motion. The motion to approve carried by a two-to-one split vote. Commissioner Hanson made a motion to approve the ordinance directing amendments to the Canyon County Zoning Map. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Hanson and Rule voting in favor of the motion to approve the ordinance and Commissioner Alder voting against the motion. The motion to approve carried by a two-to-one split vote. The signed documents are on file with this day's minute entry. The hearing concluded at 11:05 a.m. An audio recording is on file in the Commissioners Office.

NINTH DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO JANUARY 24, 2014

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

APPROVED CLAIMS ORDER #1-24-14

The Board of Commissioners approved payment of County claims in the amount of \$40,933.33 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Felicita Bettancourt and Ronald Love.

APPROVED PURCHASE ORDER

The Board approved purchase orders for Facilities Management in the amount of \$1,285.74 to Airgas and \$4,363.00 to New Space Construction.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Southwest Idaho Juvenile Detention Center in the amount of \$2,020.21 to Grainger.

ADMINISTER OATH TO ROD GARRETT, NEW PLANNING AND ZONING COMMISSIONER

The Board met today at 8:46 a.m. to administer an oath to Rod Garrett who was appointed as a new Planning and Zoning Commissioner. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, DSD Director Tricia Nilsson, Rod Garrett, and Deputy Clerk Monica Reeves. Kathy Alder, Vice-Chairman, administered the oath to Rod Garrett, the new planning and Zoning Commissioner. A copy of the oath is on file with this day's minute entry. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

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

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

Commissioner Hanson made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 67-2345(1) (d), (f) and (i). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:00 a.m. with no decision being called for in open session.

CONSIDER SIGNING RESOLUTION TO ADOPT THE REVISED JOB DESCRIPTION FOR A POSITION WITHIN THE TRIAL COURT ADMINISTRATION DEPARTMENT

The Board met today at 10:02 a.m. for a meeting to consider signing a resolution to adopt the revised job description for a position within the Trial Court Administration Department. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson,

Human Resources Director Jeannine Eiband, Assistant Trial Court Administrator Benita Miller, and Deputy Clerk Kelly Martinez. Ms. Miller said we have a part time temporary employee as a bailiff, and we thought this employee could help with the drug testing observations. Director Jeannine Eiband said this is just a minor change in the language basically saying he can assist in Problem Solving Courts as needed. There was discussion about firearm qualifications and training. Upon a motion by Commissioner Alder and a second by Commissioner Hanson, the Board voted unanimously to sign the resolution to adopt the revised job description for a part time Jury Bailiff position within the Trial Court Administration Department. The signed resolution, No. 14-007, is on file with this day's minute entry. The meeting concluded at 10:11 a.m. An audio recording is on file in the Commissioners' Office.

DETENTION CENTER INSPECTION CONDUCTED

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

TENTH DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO JANUARY 27, 2014

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

ABSENT: Commissioner Steven J. Rule, Chairman – Vacation

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency document recorded as instrument number 2014-003142.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Patricia Rabdau

APPROVED PURCHASE ORDER

The Board approved a purchase order for Information Technologies in the amount of \$1,500.00 to Cerium Networks.

APPROVED CLAIMS ORDER #2-10-14

The Board of Commissioners approved payment of County claims in the amounts of \$121,176.26 and \$123,216.34 for accounts payable.

CONSIDER RESOLUTION TO APPROVE JOB TITLE CHANGE FOR THE ASSISTANT COURT OPERATIONS MANAGER IN THE CLERK'S OFFICE

The Board met today at 8:15 a.m. to consider a resolution approving a job title change for the Assistant Court Operations Manager in the Clerk's Office. Present were: Commissioners Kathy Alder and Craig Hanson, Clerk Chris Yamamoto, and Deputy Clerk Monica Reeves. The request is to change the title of the Assistant Court Supervisor to the Assistant Court Operations Manager. Clerk Yamamoto said he is not sure how the title was changed to an Assistant Court Supervisor but the position serves as second in command and assistant to the Court Operations Manager and it should be titled as such. Denise Kennel serves as the Court Operations Manager and Raena Bull serves as the Assistant Court Operations Manager. Ms. Bull will be working for the Supreme Court for a period of time to assist with the setup and implementation of the new Odyssey software. Clerk Yamamoto said he will be meeting with the Board in the future in regards to another resolution for a dedicated trainer position within the Clerk's Office. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to approve the job title change of the Assistant Court Supervisor to the Assistant Court Operations Manager. (See Resolution No. 14-008). As the meeting was wrapping up Clerk Yamamoto informed the Board that he will meet with the IAC Executive Director to discuss how the Affordable Care Act will impact County indigent services. The meeting concluded at 8:27 a.m. An audio recording is on file in the Commissioners' Office.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy Clerks Becky Cowan, Kelly Martinez, and Monica Reeves. The Board reviewed its calendar and agenda for the week. The items discussed were general in nature. Ms. Cowan and Ms. Martinez left at

8:34 a.m. The meeting concluded at 8:35 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - 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 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 and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy PA. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:30 a.m. with no decision being called for in open session.

MONTHLY ELECTED OFFICIALS' MEETING

The Board met today at 9:32 a.m. for a monthly elected officials' meeting. Present were: Commissioners Kathy Alder and Craig Hanson, Prosecutor Bryan Taylor, Clerk Chris Yamamoto, Treasurer Tracie Lloyd, Coroner Vicki DeGeus-Morris, Sheriff Kieran Donahue, HR Director Jeannine Eiband, and Deputy Clerk Monica Reeves. Assessor Gene Kuehn arrived at 9:37 a.m. Reports were as follows:

Vicki DeGeus-Morris reported that Dr. Kronz is performing pathology services for the Coroner's Office until a County pathologist is hired. A candidate for the position will arrive on Thursday to spend a couple of days checking out the area to see if this will work for her.

Tracie Lloyd reported that tax delinquencies are at a record low of 150, while in the past the delinquencies have been in the 750-800 range. Subsequent tax bills will be sent the end of this week. Commissioner Alder said some of the work regarding excess funds for the properties that sold at auction in December has transitioned from the Treasurer's Office to the Commissioners' Office and she asked that staff be updated on the amounts of each account. Ms. Lloyd said interest is accruing on the funds and the interest will be payable to the parties in interest and the previous owners. Commissioner Alder said there needs to be a change in legislation because of the amount of time and effort it takes the County's staff to disburse excess funds. Ms. Lloyd will bring it up at next week's IAC conference.

Sheriff Donahue said he sent a letter to Mayor Nancolas advising that unless the City of Caldwell pays for the service the dispatch center will stop taking non-emergency calls for the city. He said it has been discussed for five years and the city has chosen to ignore the options he has presented so as of February 14 the dispatch center will no longer take the city's calls. The center will continue to dispatch 911 calls, but the non-emergent calls will be directed to city offices. Caldwell's call volume is 34% of what the dispatch center handles and the Sheriff said the service is worth far more than what the city has agreed to pay. Commissioner Alder said Mayor Nancolas talked to her and she made it clear that the County had hoped an agreement would be in place for payment. Sheriff Donahue said he met with the Caldwell Police Chief three times over the last year and they came up with a formula for the fee but the city has not responded to the invoices that were submitted so he is done talking about it. Clerk Yamamoto said the city wants a formula that addresses what they claim to be double taxation; but that will not be coming from his office. He believes the cities have created double taxation, not the County. Sheriff Donahue spoke about the jail population and how that is problematic for a number of reasons. As of this morning, they were over population by 15 male inmates, and 7 female inmates.

Clerk Yamamoto reported he is exploring the possibility of ending indigent services in Canyon County now that everyone in the country will be covered under the Affordable Care Act. It is too early to say if that will happen, but he will have discussions on whether Canyon County should take the lead on that issue. Clerk Yamamoto also reported that the court caseload is on the rise and staff is very busy but when the Nampa annex closes the Clerk's Office will be in much better shape. The final audit report from Eide Bailly will be completed in February. He expects it to be the most intense outside audit the County's ever had.

Prosecutor Taylor reported that the civil division is extremely busy with the workload, and like the Clerk, he is looking forward to the closure of the Nampa annex. The Prosecutor's Office has been working with the HR Director on different training modules for risk management and he wants to know if the elected officials are okay with the modules. Training for all County employees would include: workplace violence prevention; harassment prevention/sexual harassment prevention; workplace emergencies (evacuation, accident & illness, threats); safe working environment; employment law; and the County vehicle policy. Supervisor training would include: Americans with Disabilities Act; Conflict Resolution; Documenting Disciplinary Issues; Federal Discrimination Laws/Retaliation Prevention; Performance Management; FLSA and timesheet management; FMLA management; Core competencies for supervisors; and interviewing Dos and Don'ts. The training does not deal with any discounts on our ICRMP insurance premium; it is solely Canyon County training. Sheriff Donahue said his office already has an emergency evacuation protocol in place because of the jail; they also have their own vehicle policy. Prosecutor Taylor spoke about the offices working together on guidance and direction in those cases where policies are already in place.

With the consensus from the elected officials Prosecutor Taylor will direct Ms. Eiband to work with his office to do the initial trainings.

Gene Kuehn reported that the Assessor's Office has been working on the conversion to the newest version of the Manatron update. He also spoke about the need for legislation to address what is and what is not personal property.

Commissioner Hanson informed the group that Facilities Manager Paul Navarro will have a discussion with elected officials to implement a plan for moving offices into the administration building. The plan would be to close offices on a Friday and move in and test operations over the weekend. Today's meeting was held for information purposes only. No Board action was required or taken. The meeting concluded at 10:15 a.m. An audio recording is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE DEVELOPMENT SERVICES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION; AND CONSIDER RESOLUTION SETTING FEE FOR SERVICES NOT OTHERWISE SPECIFIED IN DEVELOPMENT SERVICES DEPARTMENT FEE SCHEDULE

The Board met today at 10:17 a.m. for a biweekly meeting with the Development Services Director to discuss general issues, set policy, and give direction; and to consider signing a resolution setting fees for services not otherwise specified in Development Services Department's fee schedule. Present were: Commissioners Kathy Alder and Craig Hanson, DSD Director Tricia Nilsson, Deputy P.A. Zach Wesley, and Deputy Clerk Kelly Martinez. Mr. Wesley said Development Services has received an application for a service that is not otherwise specified in their service schedule. The request is to make a text amendment to the zoning ordinance, which our ordinance does allow. Mr. Wesley said because there is no fee in the fee schedule, the Board sets a fee by resolution when these new processes come up. If we receive another application like this in the future, Director Nilsson has determined that the services needed would be equivalent to that of a zoning amendment, so the fee would be the same going forward. Mr. Wesley went on to explain that any applications preceding this resolution will require a deposit and we would only request the actual out of pocket expenses to the department. Upon a motion by Commissioner Hanson and a second by Commissioner Alder, the Board voted unanimously to sign a resolution setting fees for services not otherwise specified in Development Services Department's fee schedule. The signed resolution, No. 14-009, is on file with this day's minute entry. Deputy P.A. Zach Wesley left at 10:22 a.m. Topics of discussion included the following: oil and gas permitting; COMPASS packet; junkyard (Leo Taylor) rezone; Turner IDWR comment letter; the phone transition went very well overall; Dan Hunter was awarded Building Official of the Year. The other 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.

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

The Board met today at 10:32 a.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy, and give direction. Present were: Commissioners Kathy Alder and Craig Hanson, Fleet Director Mark Tolman, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Mr. Tolman verified with the Board that the Commuter Vehicle Authorization form submitted last week was processed and approved as a taxable vehicle; discussion regarding health trustee's rules, rights and responsibilities; purchase orders will be coming through this week for up-fitting equipment for patrol and DSD vehicles; update on the fence around the property on the East side of the fleet shop; the new vehicle is working well for Facilities and the electric truck is also working well; early registration for a meeting in June. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:42 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:45 a.m. for a biweekly meeting with the Director of Misdemeanor Probation to discuss general issues, set policy, and give direction. Present were: Commissioners Kathy Alder and Craig Hanson, Director of Misdemeanor Probation Jeff Breach, Trial Court Administrator Dan Kessler, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: suggestions regarding the courthouse remodel and other available County building space; issues regarding Global and UA testing; new probation officer will be starting on February 3, the hiring process has been very interesting; Mr. Breach said he will have a couple of employees going on FMLA soon; discussion about the possibility of doing an administrative unsupervised caseload. The items discussed were general in nature and did not require Board action. The meeting concluded at 11:00 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

JOINT QUARTERLY MEETING WITH THE PLANNING AND ZONING COMMISSIONERS AND DSD STAFF

The Board met today at 5:01 p.m. for a joint quarterly meeting with the Planning and Zoning Commissioners and DSD staff. Present were: Commissioners Kathy Alder and Craig Hanson; DSD Director Tricia Nilsson; P&Z Commissioners Gary Guspiva, David Scheuerer, Rod Garrett, and David Rogers; and Deputy Clerk Monica Reeves. There has been a change in leadership on the commission: Shannon Carrell is the Chairman, David Scheuerer is the Vice-Chairman and David Rogers is the Secretary. Topics of discussion included the following:

- DSD will hold workshops for the P&Z Commission.
- There are clarifications that need to be made to the zoning ordinance, such as when the subdivision regulations are updated the step that requires the P&Z Commission to sign final plats will be removed.
- It was suggested that the County needs better coordination with the cities regarding impact area locations and services. Cities should be encouraged to reduce their areas of impact if they cannot provide services to those areas.
- With the elimination of conditional use permits the County has seen an increase in a request for rural residential rezones. The concern is that the rural lands are being developed and lots are created that the owners cannot maintain.
- Director Nilsson is working with the Recorder's Office in preparing a handout that informs people they should check with DSD if they are dividing and conveying property to make sure it's in accord with County ordinances.

The items discussed were general in a nature and did not require Board action. The meeting concluded at 5:59 p.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO JANUARY 28, 2014

PRESENT: Commissioner Kathryn Alder
 Commissioner Craig L. Hanson
 Deputy Clerk Kelly Martinez

ABSENT: Commissioner Steven J. Rule, Chairman - Vacation

FILED OATHS OF OFFICE

The Board filed Oaths of Office for: Sue Scott, Zach Wagoner, Shawna Larson, Pam Freeman, Melodee Stevens, Cyndi Nason, Nick Toves, Barbara Mayberry and Terry Warwick.

CONSIDER SIGNING RESOLUTION AUTHORIZING THE COUNTY AUDITOR TO DESTROY SEMI-PERMANENT RECORDS OVER FIVE YEARS OLD

Note for the record: Commissioner Alder stated that we need to amend our agenda before beginning the scheduled 2:00 p.m. meeting. Commissioner Hanson made a motion to amend the agenda to reflect the change from 8:45 a.m. to 2:15 p.m. for a meeting with the Human Resources Director. Commissioner Alder seconded the motion and it carried unanimously. The agenda was amended to show the change in meeting time.

The Board met today at 2:00 p.m. to consider signing a resolution authorizing the County Auditor to destroy semi-permanent records over five years old. Present were: Commissioners Kathy Alder and Craig Hanson, Controller Zach Wagoner, and Deputy Clerk Kelly Martinez. Mr. Wagoner explained this is something that is done every year; these records are old claim forms and taxing district documentation that are not permanent records. The numbers are in our accounting system, it is just the paper documents over five years old that will be going away. Commissioner Alder verified with the Controller that this resolution was reviewed by the P.A.'s Office. Upon a motion by Commissioner Hanson and a second by Commissioner Alder, the Board voted unanimously to sign the resolution authorizing the County Auditor to destroy semi-permanent records over five years old. The signed resolution, No. 14-010, is on file with this day's minute entry. The meeting concluded at 2:03 p.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 2:15 p.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Kathy Alder and Craig Hanson, Human Resources Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. Director Jeannine Eiband said our new medical document has been revised and it should be posted by Friday. The County's sick leave donation policy was also discussed. Chief Civil Deputy P.A. Sam Laugheed arrived at 2:27 p.m. at which time the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Hanson made a motion to go into Executive Session at 2:27 p.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, H.R. Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. The Executive Session concluded at 3:11 p.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 3:11 p.m. An audio recording of the open portion 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 3:19 p.m. for a biweekly meeting with the Chief Probation Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Kathy Alder and Craig Hanson, Chief Probation Officer Elda Catalano, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: we have experienced an increase in petitions lately; updates on the construction project; staffing updates; Ms. Catalano reported on a very small fire a couple of weeks ago due to welding during construction; drug court graduation will be held at 3 p.m. tomorrow; discussion regarding problem solving courts and funding; remodel and available space options. The items discussed were general in nature and did not require Board action. The meeting concluded at 3:36 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

TWELFTH DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO JANUARY 29, 2014

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

ABSENT: Commissioner Steven J. Rule, Chairman - Vacation

CONSTRUCTION UPDATE

The Board met today at 8:08 a.m. for a weekly construction update. Present were: Commissioners Kathy Alder and Craig Hanson, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. Mr. Navarro reported that the juvenile courtroom annex project is 90 days from completion. The exterior glass and Tyvek are up and the roofing and masonry veneer work will be done next week. The mechanical, electrical and plumbing rough-in is almost complete, and the metal doorframes and drywall will follow. The target completion date is April 25. Mr. Navarro is working with the Prosecutor's Office on an RFQ for the security system contractor. A tour of the project will be arranged. Mr. Navarro reported he has a plan in place to purchase some stacking chairs that can be used in the courtrooms until the church pews from the Nampa Annex become available. The chairs will become an inventory that can be used for overflow events. He will submit a purchase order for 90 chairs at a cost of \$4,000. Commissioner Hanson said the Commissioners may need more chairs for their meeting room as well if the room is expanded. Mr. Navarro reported that a tour of the administration building project will occur on February 24 with Ken Fisher and the elected officials. He plans to use some of the time to discuss the process for moving the offices out of the courthouse and into the new building. It was reported that the new maintenance building project located at 1223 Chicago Street will be completed in two weeks. Mr. Navarro will meet with the Chief Probation Officer and the Director of Misdemeanor Probation to discuss the design of the old maintenance shop located on 12th Avenue that will be converted into office space. It's possible the print shop could be relocated to that space as well with the addition of a 900 square foot add-on to the front of the building. There was discussion about using some of the space for a drug testing facility. Commissioner Alder said Misdemeanor Probation wants to move their entire division to the facility, but Mr. Navarro doubts there is enough space for that. In April or May the County will perform an analysis to determine how much contamination there is in the soils surrounding the facility and then an action plan will be created to remove the contaminated soil and bring in new soil. Testing will be done to make sure it complies with EPA standards. The meeting concluded at 8:24 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2014-003430.

THIRTEENTH DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO JANUARY 30, 2014

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

ABSENT: Commissioner Steven J. Rule, Chairman - Vacation

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$6,920.10 to National Business Furniture, LLC.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Information Technologies in the amount of \$1,339.90 to Cerium.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Fleet Department in the amount of \$5,952.08 to Southwestern Petroleum Corporation.

APPROVED PURCHASE ORDER

The Board approved purchase orders for the Sheriff's Office in the amounts of \$17,628.50 and \$8,399.60 to Dell Computers.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Sherman Kester.

CONTINUE MEDICAL INDIGENCY HEARINGS

The Board met today at 9:02 a.m. to go on the record and continue medical indigency hearings. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A.

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

Case No. 2014-105 was continued to March 13, 2014 at 9:00 a.m.

The proceeding concluded at 9:03 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1178

The Board met today at 9:05 a.m. to conduct a medical indigency hearing for Case No. 2013-1178. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Shelly Dupuis, the applicant, Attorney Mark Peterson, Katie Martin from St. Luke's, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to continue the hearing to June 5, 2014 at 9:00 a.m. The hearing concluded at 9:31 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-236

The Board met today at 9:35 a.m. to conduct a medical indigency hearing for Case No. 2013-236. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant, Attorney Mark Peterson, Katie Martin from St. Luke's, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to take Case No. 2013-236 under advisement with a written decision to be rendered within 30 days. The hearing concluded at 9:39 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NOS. 2013-1209 AND 2013-1351

The Board met today at 9:45 a.m. to conduct a medical indigency hearing for Case Nos. 2013-1209 and 2013-1351. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Shelly Dupuis, the applicant and his Power of Attorney, Attorney Mark Peterson, Ann Christopher from West Valley Medical Center, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner

Hanson and the second by Commissioner Alder, the Board voted unanimously to continue the hearing for Case No. 2013-1209 to April 10, 2014 at 9:00 a.m. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to continue the hearing for Case No. 2013-1351 to April 10, 2014 at 9:00 a.m. The hearing concluded at 10:16 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1788

The Board met today at 10:22 a.m. to conduct a medical indigency hearing for Case No. 2013-1788. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, the applicant's significant other, Attorney Bryan Nickels, Niki Glascock from St. Alphonsus, Interpreter Mercedes Lupercio, and Deputy Clerk Kelly Martinez. Deputy P.A. Dan Blocksom replaced Deputy P.A. Zach Wesley at 10:28 a.m. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated October 23, 2013. The hearing concluded at 10:35 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2014-14

The Board met today at 10:38 a.m. to conduct a medical indigency hearing for Case No. 2014-14. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Shelly Dupuis, the applicant, Attorney Mark Peterson, Katie Martin from St. Luke's, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to continue the hearing to March 13, 2014 at 9:00 a.m. The hearing concluded at 10:48 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1810

The Board met today at 10:53 a.m. to conduct a medical indigency hearing for Case No. 2013-1810. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Shelly Dupuis, the applicant and her friend, Attorney Bryan Nickels, Niki Glascock from St. Alphonsus, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated October 23,

2013. The hearing concluded at 11:04 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2014-132

The Board met today at 11:07 a.m. to conduct a medical indigency hearing for Case No. 2014-132. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Shelly Dupuis, Antonio Placencia from Elks Rehab System, and Deputy Clerk Kelly Martinez. The applicant did not appear for today's hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated November 13, 2013. The hearing concluded at 11:16 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1777

The Board met today at 11:18 a.m. to conduct a medical indigency hearing for Case No. 2013-1777. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Shelly Dupuis, the applicant and her spouse, and Deputy Clerk Kelly Martinez. A representative from the hospital did not appear for today's hearing. The hospital has withdrawn in Case No. 2013-1777. The hearing concluded at 11:20 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-1347

The Board met today at 11:27 a.m. to conduct a medical indigency hearing for Case No. 2013-1347. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Shelly Dupuis, Attorney Bryan Nickels, Chavon Lewis from St. Alphonsus, and Deputy Clerk Kelly Martinez. A representative for the applicant did not appear for today's hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated July 10, 2013. The hearing concluded at 11:30 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2014-46

The Board met today at 11:31 a.m. to conduct a medical indigency hearing for Case No. 2014-46. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Shelly Dupuis, Attorney Bryan Nickels, Chavon Lewis from St. Luke's, and Deputy Clerk Kelly Martinez. The applicant did not appear for today's hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated November 20, 2013. The hearing concluded at 11:40 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIAL DATES FOR MEDICAL INDIGENCY CASES

The Board met today at 11:41 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Shelly Dupuis, and Deputy Clerk Kelly Martinez. Deputy P.A. Zach Wesley left at 11:42 a.m. Ms. Chadwick recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2014-55, 2014-90, 2013-1016, 2014-16, 2013-1774, 2013-1772, 2014-12, and 2013-1795. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 11:43 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION- PERSONNEL MATTERS AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 1:01 p.m. for a Legal staff update. A request was made at to enter into Executive Session to discuss a personnel matter and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to enter into Executive Session at 1:03 p.m. pursuant to I.C. 67-2345 (1) (b) and (d). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Hanson and Alder voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Kathy Alder and Craig Hanson, Clerk Chris Yamamoto, Chief Civil Deputy P.A. Sam Laugheed, Human Resources Director Jeannine Eiband and Deputy Clerk Becky Cowan. Deputy P.A. Zach Wesley arrived at 1:03 p.m., left at 1:45 p.m., and returned at 2:25 p.m. Judge Molly Huskey arrived at 1:35 p.m. and left the meeting at 2:24 p.m. Ms. Eiband and Clerk Yamamoto left at 2:25

p.m. The Executive Session concluded at 2:32 p.m. with no decision being called for in open session.

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

Note for the record: As properly noticed the Board met today at 2:33 p.m. for an Executive Session to discuss records exempt from public disclosure and communicate with risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to enter into Executive Session at 2:35 p.m. pursuant to I.C. 67-2345 (1) (d) and (i). The motion was seconded by Commissioner Alder. A roll call vote was taken with Commissioners Alder and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Prosecutor Bryan Taylor, Chief Criminal Deputy P.A. Chris Topmiller, Misdemeanor Probation Director Jeff Breach, Lieutenant Tami Faulhaber, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Becky Cowan. The Executive Session concluded at 3:32 p.m. with no decision being called for in open session.

CONSIDER OFFER TO PURCHASE PROPERTY AT 306 W. ELGIN STREET IN CALDWELL

The Board met today at 3:39 p.m. to consider an offer to purchase property located at 306 W. Elgin Street in Caldwell. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. There were two parcels the Board considered selling after the December 3, 2013 property auction; one was a parcel in Nampa which the Board decided to list with a realtor, and the other was a parcel located at 306 W. Elgin Street in Caldwell that was acquired by tax deed. We received two post-auction offers for the parcel and the Board approved selling it to Richard Anderson for \$5,000 but he never paid. Meanwhile, we received another offer from Sergey Babeshko who sent a cashier's check and offered to purchase the property. There was confusion about whether he was buying it or whether a company was buying it so Mr. Goodsell sent an email to Mr. Babeshko who clarified that he is purchasing it himself. Mr. Babeshko understands the County is conveying part interest by quitclaim deed without representation or warranty. Mr. Goodsell presented the Board with a resolution that would accept the offer to sell the property to Sergey Babeshko for \$5,000. Once the check clears the bank the quitclaim deed will be prepared. Commissioner Hanson made a motion to sign the resolution for the sale of property located at 306 W. Elgin Street in Caldwell, Parcel No. 022810000 to Sergey

Babeshko. The motion was seconded by Commissioner Alder and carried unanimously. (Resolution No. 14-011). The meeting concluded at 3:44 p.m. An audio recording is on file in the Commissioners' Office.

FOURTEENTH DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO JANUARY 31, 2014

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

ABSENT: Commissioner Steven J. Rule, Chairman - Vacation

APPROVED CLAIMS ORDER #2-10-14

The Board of Commissioners approved payment of County claims in the amounts of \$238,465.87, \$106,542.18 and \$1,312.92 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved purchase orders for the Fleet Department in the amounts of \$15,790.00 and \$2,975.00 to ERS.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Fleet Department in the amount of \$6,170.60 to Territorial Supplies, Inc.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Shadow Hills, LLC.

FILE IN MINUTES

The Board filed the Monthly Treasurer's Report for November 2013 in today's minutes.

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

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

Commissioner Hanson made a motion to go into Executive Session at 9:01 a.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Deputy P.A. Dan Blocksom, Controller Zach Wagoner and Deputy Clerk Monica Reeves. Deputy P.A. Zach Wesley arrived at 9:04 a.m. Treasurer Tracie Lloyd arrived at 9:06 a.m. and left at 9:15 a.m. Mr. Wagoner also left at 9:15 a.m. The following people arrived at 9:25 a.m.: PIO Joe Decker, HR Director Jeannine Eiband and HR staff members Michelle Britain, Cindy Gonzalez, and Mel Maio; PA secretaries Marci Guzman and Jackie Childs; and Deputy Clerks Becky Cowan and Kelly Martinez. The Executive Session concluded at 9:28 a.m. with no decision being called for in open session. It was noted for the record that towards the end of the session, employees were brought in to celebrate January 31 as a day of recognition for Joe Decker.

CONSIDER APPLICATION FOR CANCELLATION OF TAXES FOR BRIAN AND CAMILLE BATTEN

The Board met today at 9:21 a.m. to consider an application for cancellation of property taxes for Brian and Camille Batten. Present were: Commissioners Kathy Alder and Craig Hanson, Treasurer Tracie Lloyd, Chief Deputy Assessor Joe Cox, Stephanie Veach from the Assessor's Office, Brian Batten, Camille Batten, and Deputy Clerk Monica Reeves. Tracie Lloyd said the total outstanding tax amount for 2010, 2011, 2012 & 2013 is \$11,114.76. The Battens have not received a homeowner's exemption or property tax relief for the last four years due to deed issues. Mr. Batten said they own the property and have lived there since 1969. Joe Cox said the Assessor's Office believes the Battens purchased the property under contract but the contract was never recorded so legally it doesn't appear that the ownership is pure. The state tax commission determined that the Battens do not own the property and no longer qualified for the property tax reduction, and based upon that information the Assessor's Office had to remove the homeowner's exemption. Mr. Cox believes the Battens live on the property but they are having problems proving the ownership. He is in favor of granting enough tax relief so the County does not take the property for tax deed provided that the Battens make an

effort to get the property in their name. Right now the property is in the name of Ernest Simms who is deceased. Mr. Cox suggested they obtain counsel from Idaho Legal Aid to assist with the legal process to put the property into their name. Stephanie Veach reported that prior to 2010 the Battens were receiving the circuit breaker and homeowner exemption. Commissioner Alder encouraged the Battens to start the process to get the property in their name. Ms. Lloyd said the Battens have made payments each month since 2009 and she believes they could continue to do so. She recommends the Board cancel the balance of the 2010 taxes which is \$2,930.75 with the condition that the Battens continue making monthly payments and move forward with getting the deed and quiet title done so they can qualify for future exemptions. Commissioner Hanson said if the Battens are willing to take the steps and accomplish the deed, the Board can work with them. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to forgive the 2010 taxes provided the Battens continue to make monthly payments and work to get the property in their name. Once the legal paperwork is in place the Battens are welcome to come back to the Board and ask for future consideration on the remaining taxes. The meeting concluded at 9:49 a.m. An audio recording is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH JUVENILE DETENTION DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION; AND CONSIDER SIGNING AMENDMENT TO PREA GRANT

The Board met today at 10:00 a.m. for a biweekly meeting with the Juvenile Detention Director to discuss general issues, set policy, and give direction; and to consider signing an Amendment to the PREA Grant. Present were: Commissioners Kathy Alder and Craig Hanson, Juvenile Detention Director Steve Jett, Administrative Asst. Marilee Davis, Deputy P.A. Zach Wesley, and Deputy Clerk Kelly Martinez. Mr. Wesley said this is a simple amendment to grant document No. 16167, the amendment extends the term of the grant until September 30, 2014. Upon a motion by Commissioner Hanson and a second by Commissioner Alder, the Board voted unanimously to sign the Amendment to the PREA Grant. The signed document is on file with this day's minute entry. Mr. Wesley left at 10:02 a.m. Topics of discussion included the following: PREA updates; average population is 30; Caldwell School District is hosting an art class every Saturday; personnel updates; Director Jett expressed concerns over transport and security in the courtroom. The meeting concluded at 10:17 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 10:17 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Kathy Alder and Craig Hanson, Chief Information Officer Rob Hopper, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: phone system transition updates; Juvenile Center data requirements; Public Defender software information; Fiber project to the East Complex is likely to be delayed again. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:33 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

FIFTEENTH DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO FEBRUARY 3, 2014

The Board attended the Idaho Association of Counties Winter Conference in Boise, Idaho.

SIXTEENTH DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO FEBRUARY 4, 2014

The Board attended the Idaho Association of Counties Winter Conference in Boise, Idaho.

SEVENTEENTH DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO FEBRUARY 5, 2014

The Board attended the Idaho Association of Counties Winter Conference in Boise, Idaho.

EIGHTEENTH DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO FEBRUARY 6, 2014

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

ABSENT: Commissioner Steven J. Rule, Chairman – Vacation

APPROVED CLAIMS ORDER #2-10-14

The Board of Commissioners approved payment of County claims in the amounts of \$8,823.24 and \$121,120.57 for accounts payable.

APPROVED CLAIMS ORDER#1409

The Board of Commissioners approved payment of County claims in the amount of \$1,138,300.37 for a county payroll.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2014-004800, 2014-004797, 2014-004798, 2014-004799, 2014-004801, 2014-004802, 2014-004803, 2014-004804, 2014-004805, 2014-004806, 2014-004807, 2014-004808, 2014-004809, 2014-004810, 2014-004811, 2014-004812, 2014-004813, 2014-004814, 2014-004815, 2014-004816, 2014-004817, 2014-004818, 2014-004819, 2014-004820, 2014-004821, 2014-004822, 2014-004794, 2014-004795, 2014-004823, 2014-004824, 2014-004825, 2014-004796, 2014-004792, 2014-004793, 2014-004775, 2014-004776, 2014-004777, 2014-004778, 2014-004779, 2014-004780, 2014-004781, 2014-004782, 2014-004783, 2014-004784 and 2014-004678. *Also filed with this day's minute entry is medical indigency document recorded as instrument number 113129407, which was signed on November 26, 2013. The recorded document was received in the Commissioners' Office on February 19, 2014 along with the above signed documents from February 6, 2014.*

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Kenneth Caygle-Kohring, Carol Groesbeck and Brydon Wiggins.

APPROVED VACATION LEAVE TO OTHER EMPLOYEE FOR SICK LEAVE

The Board approved the donation of vacation leave to another employee for sick leave to Employee 2.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$7,802.00 to Pre-Com.

APPROVED DECEMBER 2013 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of December 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.

LEGAL STAFF UPDATE

The Board met today at 2:01 p.m. for a legal staff update. Present were: Commissioners Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Assessor Gene Kuehn, and Deputy Clerk Kelly Martinez. Mr. Goodsell gave an update on the Sugar Avenue property; and a request from Mr. Eells about purchasing a right of way. Mr. Laugheed explained an issue that involves the Board's execution and approval of the minutes that were prepared documenting the December 2013 term. These minutes are prepared on a daily basis and then reviewed by the Board who recognized a potential procedural error that may have occurred on December 23, 2013. There was a properly noticed meeting that day to meet with the Sheriff and after that meeting began there was a motion to go into Executive Session to discuss personnel matters. The minutes reflect a motion was made and a roll call vote was taken and as he understands, in reviewing these minutes, the Board realized appropriately that there had not been a second to the motion to go into Executive Session and yet there was a roll call vote. It is Mr. Laugheed's opinion that this is just a ministerial error that did not compromise the purpose or nature of going into the Executive Session. It is clear from the minutes that no decision was called for in open session and so any error that there could have been at the time by not making a second was remedied by the roll call vote. At 2:07 p.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE, PENDING LITIGATION, COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS, AND NEGOTIATIONS OF TRADE OR COMMERCE

Commissioner Hanson made a motion to go into Executive Session at 2:07 p.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d), (f), (i) and (e). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Assessor Gene Kuehn, and Deputy Clerk Kelly Martinez. Treasurer Tracie Lloyd arrived at 2:09 p.m. and left at 2:27 p.m. Assessor Gene Kuehn left at 2:13 p.m. Deputy P.A. Dan Blocksom arrived at 2:38 p.m. Deputy P.A. Zach Wesley left at 2:40 p.m. and Deputy P.A. Brad Goodsell left at 2:41 p.m. The Executive Session concluded at 2:43 p.m. with no decision being called for in open session.

The meeting concluded at 2:44 p.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER DESIGNATING POLLING PLACES FOR MARCH ELECTION AND NEW MAP DETAIL

The Board met today at 2:45 p.m. to consider designating polling places for the March election and new map detail. Present were: Commissioners Kathy Alder and Craig Hanson, Chief Deputy Clerk Brad Jackson, Kathy Simon from the Elections Office, and Deputy Clerk Kelly Martinez. Mr. Jackson said we have before you a list of polling places that we are proposing for the upcoming March 2014 school election. There was discussion outlining the recent changes to precincts, polling places and map details. Commissioner Alder said we are just designating the polling places for the March 2014 Election so there is nothing to sign today. On file with this day's minute entry are the following maps which were submitted at today's meeting: Caldwell Voting Precincts Map, Nampa Voting Precincts Map, Canyon County Legislative District Map, Canyon County Legislative District Map District 10, Canyon County Legislative District Map District 11, Canyon County Commissioner District 1 Map, Canyon County Commissioner District 2 Map, and Canyon County Commissioner District 3 Map. The meeting concluded at 2:52 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTION TO APPROVE JOB TITLE AND DESCRIPTION CHANGE TO ONE POSITION IN THE INFORMATION TECHNOLOGY OFFICE

The Board met today at 2:55 p.m. to consider signing a resolution to approve a job title and description change to one position in the Information Technology Office. Present were: Commissioners Kathy Alder and Craig Hanson, Human Resources Director

Jeannine Eiband, and Deputy Clerk Kelly Martinez. Chief Information Officer Rob Hopper and IT Business Analyst Don Brown arrived at 2:56 p.m. Director Jeannine Eiband said basically there was a departure from one of the management positions in IT and this change is taking a current position description and adding the additional duties from the management position. Mr. Hopper described some of the changes and additions to the job description as proposed in the resolution. Upon a motion by Commissioner Hanson and a second by Commissioner Alder, the Board voted unanimously to sign a resolution to approve the job title and description change to one position in the Information Technology Office, which is from one Project Manager to one IT Business Analyst. Mr. Hopper also briefly discussed the transition of software for the Public Defender. The signed resolution, No. 14-014, is on file with this day's minute entry. The meeting concluded at 3:00 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER RESOLUTION GRANTING A PROPERTY TAX EXEMPTION UNDER IDAHO CODE, SECTION 63-602NN

The Board met today at 3:07 p.m. to consider a resolution granting Materne North America a property tax exemption pursuant to Idaho Code, Section 63-602NN. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Assessor Gene Kuehn, Chief Deputy Assessor Joe Cox, Beth Ineck, Nampa Economic Development Director, John George from Materne (via conference call), PIO Joe Decker, and Deputy Clerk Monica Reeves. Mr. Goodsell said there have been previous negotiations regarding a tax exemption to help Materne make a decision about whether they want to locate in Canyon County and they have come to terms that are being presented to the Board for approval today. The provisions of the resolution are as follows: With regard to Materne's investment in refitting the building, which is anticipated to be approximately \$18 million, the Board would grant a 75% exemption for five years and that would be a consistent exemption on that value which is approximately \$18 million. There will be additional investments after that for equipment and machinery and those investments will be treated differently under this exemption; it will be front-loaded which means that in the first two years of the exemption it will be a 100% exemption; the third year it will be a 75% exemption; and the fourth and fifth years it will be a 50% exemption. All of the investments will not be made in the same year; they are anticipated to be made over a three-year period. Materne will be required to provide information to the Assessor to maintain documentation of their investments for verification. They are also required to comply with conditions of imposed by other governmental entities with regard to incentive agreements. They are required to maintain their operations at substantially the same level for at least 10 years after they receive each exemption, otherwise there will be some recapture. John George, who is an authorized representative of Materne, stated his acceptance of the terms and conditions read into the record by Mr. Goodsell. Upon

the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the resolution granting a property tax exemption pursuant to Idaho Code, Section 63-602NN to Materne North America. (See Resolution No. 14-013.) The meeting concluded at 3:15 p.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF JANUARY TERM, A.D., 2014
CALDWELL, IDAHO FEBRUARY 7, 2014

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

ABSENT: Commissioner Steven J. Rule, Chairman - Vacation

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Lawrence Archuletta and Susan Valles.

APPROVED VACATION LEAVE TO OTHER EMPLOYEE FOR SICK LEAVE

The Board approved the donation of vacation leave to another employee for sick leave to Employee 2.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$1,527.36 to Gall's.

EXECUTIVE SESSION - PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:04 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. Facilities Manager Paul Navarro arrived at 9:16 a.m. and left at 9:27 a.m. Mr. Blocksom left at 9:16 a.m. Deputy P.A. Zach Wesley arrived at 9:29 a.m. PIO Joe Decker arrived at 9:41 a.m. and left at 9:51 a.m. The Executive Session concluded at 10:01 a.m. with no decision being called for in open session.

CONSIDER SIGNING A MEMORANDUM OF UNDERSTANDING BETWEEN THE SOUTHWEST IDAHO JUVENILE DETENTION CENTER AND ADVOCATES AGAINST FAMILY VIOLENCE

The Board met today at 10:03 a.m. to consider signing a Memorandum of Understanding (MOU) between the Southwest Idaho Juvenile Detention Center and Advocates Against Family Violence. Present were: Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Juvenile Detention Center Director Steve Jett, and Deputy Clerk Monica Reeves. Mr. Wesley asked the Board to go into Executive Session because he had a couple of issues with the MOU he wanted to discuss. The Executive Session was held as follows:

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

Commissioner Hanson made a motion to go into Executive Session at 10:05 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (i). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Zach Wesley, Juvenile Detention Director Steve Jett and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:08 a.m. While in open session an open discussion regarding the MOU was held.

Mr. Wesley said the MOU has been approved in form by the Prosecutor's Office. The Advocates Against Family Violence have agreed to perform independent victim witness services at the detention center whenever there is a report of an incident and a law enforcement agency wouldn't have jurisdiction to respond. Director Jett said it doesn't have to be an incident that happened in the facility. The organization has already

responded to deal with kids that have been abused sexually before they arrived at the center. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the Memorandum of Understanding between the Southwest Idaho Juvenile Detention Center and Advocates Against Family Violence. (See Agreement No. 14-004). The meeting concluded at 10:10 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER REQUEST FOR A REFUND OF AN APPEAL FEE FOR MARK MCDONOUGH, CASE NO. AD2013-14

The Board met today at 10:10 a.m. to consider a request for a refund of an appeal fee for Mark McDonough, Case No. AD2013-14. Present were: Commissioners Kathy Alder and Craig Hanson, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. On January 6, 2014, the Board conducted a hearing in the matter of Mr. McDonough's appeal of the DSD Director's determination in a land use matter. On January 24, 2014 Mr. McDonough's representative, Keri Sigman, requested on his behalf a full refund of the appeal fee. Commissioner Alder said the request for a refund is a little unusual. Ms. Almeida said the applicant has paid two \$550 fees: one was for the appeal fee and the other was for the application fee for the relocation. Staff recommends the appeal fee of \$550 be refunded. Commissioner Alder said the Board has received refund requests from other applicants but those requests were denied due to the time and effort put forth in the process on behalf of the County. Commissioner Hanson said in this case it wasn't because the County made a mistake it was that the individuals did not follow proper procedure and may have been able to handle this in other ways by dealing with DSD rather than taking the Board's time to correct their error. He sees no fault on the County to give a full refund for the appeal process, but he might consider a portion thereof. Commissioner Alder said she agrees, especially after the Board went through the hearing process and then found out the simple fix was what the applicant could have gone to DSD instead of asking for a hearing with the Board. She believes there is a need to charge for the County's time. Ms. Almeida said as far as staff's time, the history that was put together as part of the appeal was not much different than the research they would do for the relocation request itself. They put it in a written format for the Board since the applicant did appeal the director's determination. She said there was some cost involved with notice being sent to property owners and publication in the newspaper. Commissioner Alder suggested a refund in the amount of \$200 rather than \$550. Commissioner Hanson made a motion to issue a partial refund in the amount of \$200 to the applicant. The motion was seconded by Commissioner Alder and carried unanimously. Resolution No. 14-016 is on file with this day's minute entry. The meeting concluded at 10:16 a.m. An audio recording is on file in the Commissioners' Office.

RESOLUTION TO INCREASE FLEET DEPARTMENT PETTY CASH ACCOUNT

The Board met today at 10:17 a.m. to consider a resolution to increase the petty cash account for the Fleet Department. Present were: Commissioners Kathy Alder and Craig Hanson, Controller Zach Wagoner, Fleet Director Mark Tolman, and Deputy Clerk Monica Reeves. The Fleet Director is requesting to increase the petty cash account from \$100.15 to \$300.00 for the following reasons: county-owned watercraft must now be licensed by the Fleet Department with invasive species stickers through the DMV on a cash basis; and certain Sheriff vehicles need regular plates marked privacy. Zach Wagoner supports the request and asked that the replenishment of the petty cash happen as quickly as possible and on a consistent basis. Mr. Tolman agrees with the Controller's recommendation. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to increase the petty cash account from \$100.15 to \$300.00. (See Resolution No. 14-015). The meeting concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

COMMISSIONER JANUARY TERM ADJOURNED

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

THE MINUTES OF THE FISCAL TERM OF JANUARY 2014 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO.

APPROVED: Commissioners Kathryn Alder and Craig L. Hanson

ATTEST: Chris Yamamoto,
Clerk

Kelly Martinez
Deputy

DATE: 2/20/14