

FIRST DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO MARCH 11, 2013

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

APPROVED CLAIMS ORDER #3-25-13

The Board of Commissioners approved payment of County claims in the amount of \$8,441.00 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved purchase orders for the Facilities Department in the amount of \$2,000 to Jess Payne Appraisal Service, \$3,325 to Mark Hess Construction, \$1,885 to Boise Window Tint LLC and \$8,374.78 to Grainger's.

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, Senior Administrative Specialist Kelly Martinez, Deputy Clerks Becky Chandler and Monica Reeves. The items discussed were general in nature. Ms. Chandler and Ms. Martinez left at 8:46 a.m. Mr. Decker reported on communication issues, including the upcoming Roger Brooks conference hosted by the Caldwell Chamber of Commerce. Mr. Navarro reported on facility issues, including Sheriff's door installation project; donation of a historical map; and purchase orders. The meeting concluded at 9:01 a.m. An audio recording is on file in the Commissioners' Office.

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

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

Commissioner Alder made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Deputy P.A. Dan Blocksom arrived at 9:05 a.m. Deputy P.A. Zach Wesley and Facilities Manager Paul Navarro arrived at 9:08 a.m. The Executive Session concluded at 9:39 a.m. with no decision being called for in open session.

PUBLIC HEARING – AUTHORIZE AN ADMINISTRATIVE FEE TO BE
CHARGED BY THE CANYON COUNTY TREASURER TO COLLECT
TAXES ON BEHALF OF DRAINAGE DISTRICTS

The Board met today at 9:40 a.m. to conduct a public hearing to consider authorizing an administrative fee to be charged by the Canyon County Treasurer to collect taxes on behalf of drainage districts. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Alan Funkhouser from Drainage District No. 2 and Deputy Clerk Monica Reeves. Tracie Lloyd said the Treasurer's Office has been working with the attorney from Drainage District No. 2 to try to get equality on the fee that is charged. The drainage district serves patrons in both Ada and Canyon Counties; currently Ada County charges a \$2.00 administrative fee. Ms. Lloyd and the drainage district have been able to resolve the issues and come to a consensus on the fee amount. Alan Funkhouser said they want to keep the processing fee the same as what Ada County charges since they serve customers who

own properties within both counties. Commissioner Alder appreciates the participation and collaboration of both groups. Ms. Lloyd said the fee will be imposed on the notices for the 2013 tax year. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the resolution authorizing a \$2.00 administrative fee to be charged by the Treasurer's Office to collect taxes on behalf of drainage districts in Canyon County. The signed resolution, No. 13-033, is on file with this day's minute entry. The meeting concluded at 9:43 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - PERSONNEL MATTER AND RECORDS
EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Alder made a motion to go into Executive Session at 10:04 a.m. pursuant to Idaho Code, Section 67-2345(1) (b). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Prosecutor Bryan Taylor, Clerk Chris Yamamoto, Assessor Gene Kuehn, Sheriff Kieran Donahue, Treasurer Tracie Lloyd, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:59 a.m. with no decision being called for in open session.

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

The Board met today at 11:15 a.m. for a biweekly meeting with the Director of Misdemeanor Probation to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Director of Misdemeanor Jeff Breach, and Deputy Clerk Monica Reeves. Mr. Breach wants the department to be able to take credit cards on site. Commissioner Rule told Mr. Breach to send a letter to IT and he will follow up with Mr. Hopper as well. The items discussed were general in nature and did not require Board action. The meeting

concluded at 11:20 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING MOU WITH THE IDAHO STATE DEPARTMENT
OF AGRICULTURE REGARDING THE CONTROL OF PESTS ON
ABANDONED ORCHARDS

The Board met today at 1:32 p.m. to consider signing a Memorandum of Understanding (MOU) with the Idaho State Department of Agriculture regarding the control of pest on abandoned orchards. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Weed Control Superintendent and Gopher District Director Jim Martell, and Deputy Clerk Monica Reeves. Dan Blocksom said the revised MOU is a housekeeping issue that addresses the statute numbers which have changed. Essentially, the MOU says before the county spends any money trying to get rid of abandoned orchards we need to tell the state first because they will cover our costs as long as we let them know about it ahead of time. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the MOU, a copy of which is on file with this day's minute entry. The meeting concluded at 1:36 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO MARCH 12, 2013

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

APPROVED CLAIMS ORDER #3-12-13

The Board of Commissioners approved payment of County claims in the amount of \$10,381.26 for accounts payable.

EXECUTIVE SESSION-RECORDS EXEMPT FROM PUBLIC DISCLOSURE; PENDING LITIGATION

Note for the record: As properly noticed the Board met today at 11:02 a.m. for a legal staff update. A request was made to enter into Executive Session. The Executive Session was held as follows:

Commissioner Alder made a motion to enter into Executive Session at 11:03 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, Development Services Interim Director Dan Hunter, and Deputy Clerk Becky Chandler. Deputy P.A. Mike Porter arrived at 11:07 a.m. Mr. Blocksom and Mr. Hunter left at 11:14 a.m. The meeting concluded at 11:22 a.m. with no decision being called for in open session. A copy of the audio is on file in the Commissioners' Office.

MEETING TO REVIEW COMMERCIAL FUELS RECYCLING BROWNFIELDS ASSESSMENT, AND REVIEW BROWNFIELDS DOCUMENTS REGARDING THE FORMER MAHAFFEY OIL SITE

The Board met today at 1:33 p.m. to review the Commercial Fuels Recycling (CFR) Brownfields assessment and documents regarding the former Mahaffey Oil site in Parma. Present were Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Eric Traynor with DEQ, and Deputy Clerk Monica Reeves. Mr. Traynor reviewed the assessment for the CFR site in Nampa. They started with a soil boring exercise and based on those results it was obvious that some monitoring wells need to be installed. The next step depends on what the

county wants to do. Based on the samples it doesn't pass for putting a building in those areas. Commissioner Rule asked what are the chances of getting a grant for the CFR property? Mr. Traynor said it depends on what we do with the Mahaffey Oil site in Parma because if the county moves forward with that project we will not have any grant money left. The CFR project is much smaller than the Mahaffey project. Commissioner Rule wants to know of any timeframe issues to be aware of because we need to play off the Mahaffey project before we would be able to even talk about money being leftover. Commissioner Alder wants to know a rough estimate for the cleanup. (Deputy Clerk Becky Chandler took over for Ms. Reeves at 1:53 p.m.) In regards to Mahaffey, Mr. Traynor has real concerns about spending \$200,000 on a parking lot. He wants to know what absolutely needs to be done at Mahaffey to make it work. He said they could install some monitoring wells, but there is one water sample on the western edge of the property that is elevated. Commissioner Alder wants to make sure DEQ requirements are met at the Mahaffey site. Mr. Traynor said he needs to assess the property a bit more. The meeting concluded at 2:08 p.m. with no Board action being taken. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:09 p.m. with the Parks Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Parks Director Tom Bicak and Deputy Clerk Becky Chandler.

The quarterly update report included past and upcoming activities and events. Work is progressing on the Crossroads Museum project and the Canyon County Historic Preservation Commission continues to meet. Mr. Bicak will meet with Middleton Mayor Darrin Taylor regarding parks and historic preservation as well as Becky Crofts to discuss a historic preservation commission for Middleton. School field trips to Celebration Park will begin in April and Wilson Springs trips begin in May. \$1000 was received from Boise District BLM to help defray bus costs. A report that

included newsletters featuring Tom Bicak and the Map Rock site and news articles regarding Martin Landing and Celebration Park was distributed. The meeting concluded at 2:25 p.m. with no decision being called for in open session. A copy of the audio and report are available in the Commissioners' office.

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

The Board met today at 2:26 p.m. for a meeting with the Weed Control Superintendent and Gopher District Director to discuss general issues, set policy and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Weed Control Superintendent Jim Martell and Deputy Clerk Becky Chandler. Mr. Martell presented a report for review by the Board. He believes the department budget is in good shape. 9,000 gopher tails have been purchased to date. Herbicide treatments have begun around the county. 96 owl nest sites will be established after the installation of the last 6 boxes. A project to start collecting and mapping weed site data for future reference has been started with the help of a part time employee. The Board instructed Mr. Martell to contact Ray Wolfe regarding insurance coverage for the contractor for the weed department. The meeting concluded at 2:31 p.m. with no decision being called for in open session. A copy of the audio and report are available in the Commissioners' office.

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

The Board met today at 2:31 p.m. for a meeting with the Chief Probation Officer to discuss general issues, set policy, and give direction. Present were Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Probation Officer Elda Catalano and Deputy Clerk Becky Chandler. Public Defender Mark Mimura arrived at 2:32 p.m. Ms. Catalano reported that the juvenile center expansion plan is progressing and a final plan including construction costs is close to being approved. Numbers of juveniles on

probation are consistent, no big increases or decreases to report. Staff members will soon attend a regional meeting regarding substance abuse. A video was created to promote the 2nd chance program. The video includes 3 juveniles who explain how the program has helped them with their life choices. Public Defender Mark Mimura is a contributor to the program. A federal grant is being researched to find out if the county can apply for funds to support the Drug Court Coordinator. Drug court is going well. Staff members are learning how difficult it is to work with families who do not support the program. The meeting concluded at 2:38 p.m. with no decision being called for in open session. A copy of the audio is available in the Commissioners' office.

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

The Board met today at 3:01 p.m. with the Public Defender to discuss general issues, set policy and give direction. Present were Commissioners Kathy Alder and Craig Hanson, Public Defender Mark Mimura and Deputy Clerk Becky Chandler. Mr. Mimura presented a budget report for the Board to review. With 42% of the fiscal year elapsed, the A budget is close to 42% of projections and the B budget is 40%. Recently purchased computer equipment for \$3000 will allow the office to stop paying too much to have IT check computers. New computers with DVD burners were purchased for legal secretaries and the old computers were distributed to attorneys with technical issues. 4 attorneys were registered for the Idaho Association for Criminal Defense Lawyers seminar for training. One attorney who serves on the Drug Court and Veterans court will attend the National Convention for ongoing certification training. A private investigator is working with the office to serve subpoenas and interview witnesses. The meeting concluded at 3:16 p.m. with no decision being called for in open session. A copy of the budget report and audio recording of the meeting are available in the Commissioners' office.

CONSIDER SIGNING RESOLUTIONS TO APPROVE ADDITION OF POSITION AND PERSONNEL RULE CHANGE FOR POSITION IN TRIAL COURT ADMINISTRATION OFFICE

Commissioner Hanson made a motion to approve the resolutions to add a part time jury bailiff and a personnel rule change of a Domestic Violence Court Coordinator. Commissioner Alder seconded the motion and it carried unanimously. Mr. Kessler explained that retired law enforcement works the best for a bailiff position on a part time basis and this resolution allows for a higher pay scale to recruit qualified staff.

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

Mr. Kessler reported the Juvenile courtroom project is progressing and he is eager for more information regarding the estimated cost to build the facility. Magistrate judge interviews are scheduled for March 26 with the estimated start date mid-April. The meeting concluded at 3:27 p.m. A copy of the resolutions and audio recording of the meeting are available in the Commissioners' office.

MEETING WITH LANDFILL DIRECTOR TO DISCUSS GENERAL
ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 3:31 p.m. with the Landfill director to discuss general issues, set policy and give direction. Present were: Commissioners Kathy Alder and Craig Hanson, Landfill Director Jack Biddle and Deputy Clerk Becky Chandler. Items of a general nature were discussed. Mr. Biddle reported the landfill has increased in waste amount during the month of February of 3.65% and 4.79% for five months of FY2013. The loader has almost 10,000 hours of service time. A proposal will be submitted as a piggyback of the GSA contract to purchase a new loader. Another proposal will be submitted to buy portable litter fencing approximately 15 ft. tall and 24 ft. long at a cost of \$47,000. Waste is beginning to pile up towards the top of the canyon which was a natural barrier to high winds. The fencing will help contain the waste more effectively. Commissioner Alder advised Mr. Biddle that he will most likely become the project manager as the Mahaffey oil site cleanup process moves forward. The meeting concluded at 3:47 p.m. with no decision

being called for in open session. A copy of the audio recording is available in the Commissioners' office.

THIRD DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO MARCH 13, 2013

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

APPROVED SALARY RATE REQUEST

The Board approved salary rate requests for Travis Engle and Scott Booth.

APPROVED IDAHO LIQUOR CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Idaho Knight Inc. for an annual meeting at 3 K Ranch.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Fleet Department in the amount of \$8,173.04 to Commercial Tire.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2013-011799, 2013-011798, 2013-011802, 2013-011737, 2013-011685, 2013-011688, 2013-011690, 2013-11691, 2013-011694, 2013-011738, 2013-011739, 2013-011740, 2013-011797, 2013-011800 and 2013-011801.

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

The Board met today at 8:48 a.m. for a biweekly meeting with the Juvenile Detention Director to discuss general issues, set policy, and give direction. Present were: Commissioners Kathy Alder and Craig Hanson, Juvenile Detention Director Steve Jett, Admin. Assistant Marilee Davis, and Deputy Clerk Monica Reeves. Mr. Jett reported on detention numbers and budget issues. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:01 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONTINUE LEGAL STAFF UPDATE

The Board was scheduled to have a legal staff update this morning at 9:00 a.m. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the legal staff update to this morning at 10:30 a.m. The proceeding concluded at 9:03 a.m. An audio recording 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 9:32 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Human Resources Director Jeannine Eiband and Deputy Clerk Becky Chandler. Ms. Eiband explained her request for an increase in the petty cash for the HR Office from \$150 to \$500, as well as an increase in her office credit card limit from \$3,000 to \$5,000. This past month, as part of the wellness campaign, she purchased scales and food items for employees using all of the petty cash. With regard to the credit card, when training and software expenses are made at the same time the card limit reaches its max. Commissioner Alder does not want employees using personal

money for county business so she'd rather extend the credit knowing it will only be used a couple times a year. Commissioner Hanson agreed and said the expenses are part of the budget for the HR Office; it's just a different form of payment. Commissioner Alder made a motion to approve the increase requests for the HR Office. Commissioner Hanson seconded the motion. The motion carried unanimously. At 9:37 a.m. Ms. Eiband asked the Board to go into Executive Session to discuss personnel matters and confidential documents. The Executive Session was held as follows:

EXECUTIVE SESSION - PERSONNEL MATTER; RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Hanson made a motion to enter into Executive Session at 9:38 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, Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Human Resources Director Jeannine Eiband and Deputy Clerk Becky Chandler. The Executive Session and meeting concluded at 10:30 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.

EXECUTIVE SESSION - LITIGATION MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Today's scheduled legal staff update was continued from this morning. A request was made to go into Executive Session to discuss litigation and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 10:31 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously.

Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Facilities Manager Paul Navarro and Deputy Clerk Monica Reeves. Mr. Navarro left at 10:45 a.m. Attorney Randy Peterman joined the session via conference call at 10:55 a.m. The conference call concluded at 11:00 a.m. Commissioner Rule left at 11:19 a.m. The Executive Session concluded at 11:21 a.m. with no decision being called for in open session.

MEETING REGARDING CLAIMS PROCEDURE FOR THE ADMINISTRATION BUILDING PROJECT

The Board met today at 2:01 p.m. with representatives from the Caldwell Urban Renewal District and Zions Bank to discuss the claims procedure for the proposed administration building project that will be financed with URA dollars. Present were: Commissioners Kathy Alder and Craig Hanson, Controller Zach Wagoner, Deputy P.A. Zach Wesley, ElJay Waite from the Caldwell Urban Renewal District, Cameron Arial from Zions Bank and Deputy Clerk Monica Reeves. Cameron Arial wanted to bring to the Board's attention an IRS tax rule regarding public borrowing and the need to spend that money. The IRS does not like agencies to borrow tax exempt and then not use the money. There is a benefit that is being granted where investors are not paying taxes on the money they lend. With that in mind, Mr. Arial has sought legal counsel on the issue and the attorney is not concerned to the extent the county can begin to spend the money down. The first commitment is to spend at least 5% of the proceeds, and then spend the entire amount within three years. Commissioner Alder said that will not be a problem. Zach Wesley said the Board has made a tentative award of the contract and an objection was made and a hearing will be held to address that issue. The county is working with the contractor to negotiate the final terms, noting that the initial plan was to have the building complete by the end of 2013. He said we are on schedule to do the six-month contract deadline and we should be spending money when the contract is signed. ElJay Waite said the trustee for the bonds will handle all the billings and reimbursements. Zach Wagoner will initiate the process by sending a requisition form for payment to the trustee who will make requests to Banner Bank and they

will send the funds to the trustee and then it will be available for the county's use. Commissioner Alder said it was her understanding that the county needs to have at least \$100,000 sitting there to pay the bills. Mr. Arial said that was the way the original agreement was arranged but he will propose a tri-party agreement to lower that amount because given the circumstances and timing it doesn't make practical sense. Mr. Waite said the payment of debt service interest is separate from the payment of construction costs so it's two separate items. The trustee will handle it, pay the bank and it will become part of what gets back through the bonds. Mr. Arial will provide the Board with updates as it progresses. No Board action was required or taken. The meeting concluded at 2:18 p.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO MARCH 14, 2013

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

APPROVED CLAIMS ORDER #3-25-13

The Board of Commissioners approved payment of County claims in the amounts of \$113,061.47, \$24,150.03 and \$27,925.00 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Kara Hawkes.

LEGAL STAFF UPDATE

The Board met today at 1:32 p.m. for a legal staff update. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Brad Goodsell reported that the documents related to the Mahaffey Oil Brownfields cleanup project will be brought before the Board next week. Commissioner Alder asked if it's okay, if the scope of the project changes; it is possible that DEQ may determine that only monitoring wells are necessary. Mr. Goodsell said yes, it is okay because we will still have the flexibility to change the scope of the project. At 1:34 p.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - LITIGATION MATTER

Commissioner Hanson made a motion to go into Executive Session at 1:34 p.m. pursuant to Idaho Code, Section 67-2345(1) (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 1:41 p.m. with no decision being called for in open session.

FIFTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO MARCH 15, 2013

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

APPROVED CLAIMS ORDER #3-25-13

The Board of Commissioners approved payment of County claims in the amounts of \$47,213.98 and \$177,873.11 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Crystal Severson.

APPROVED PURCHASE ORDER

The Board approved purchase orders for the Weed Control Department in the amounts of \$4,540.13 to Canyon Truck Upfitters and \$24,682.00 to Dan Weibold Ford.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$1,625.00 to Redwood Toxicology Laboratory.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Facilities Management Department in the amount of \$1,349.75 to Johnstone Supply.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 113029300, 113029299, 113029301, 2013-011782, 2013-011783, 2013-011784, 2013-011785, 2013-011786, 2013-011787, 2013-011788, 2013-011789, 2013-011791, 2013-011822, 2013-011823, 2013-011824, 2013-011825, 2013-011826, 2013-011827, 2013-011828, 2013-011829, 2013-011830, 2013-011831, 2013-011832, 2013-011833, 2013-011834, 2013-011835, 2013-011836, 2013-011837, 2013-011838, 2013-011839, 2013-011840, 2013-011841, 2013-011842, 2013-011843, 2013-011844, 2013-011845, 2013-011846, 2013-

011847, 2013-011848, 2013-011849, 2013-011850, 2013-011851, and 2013-011852.

CONSIDER SIGNING ADVERTISING AND MARKETING AGREEMENT
WITH PEPPERSHOCK MEDIA

The Board met today at 8:47 a.m. to consider signing an advertising and marketing agreement with Peppershock Media. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. Dan Blocksom said the fair board wants to change a few terms with their deal with Peppershock Media. He also said the fair board has the authority to sign the contract so the Board of Commissioners does not have to sign it if they choose not to. Commissioner Hanson said if the fair board is legally bound to the contract then they need to sign it. Commissioner Alder agrees. Commissioner Rule agrees given that the Board of Commissioners does not sit through all of the meetings that build up to the fair board making a decision to use a contractor. Commissioner Alder said before the fair board signs a contract they need to make sure legal counsel has reviewed it to make sure everything is binding as far as a county entity. Mr. Blocksom said the Prosecutor's Office can review the contracts on behalf of the Board of Commissioners to represent its interest in what happens to the contract. On a related issue, Commissioner Hanson, who attends meetings of the fair board, said it would be a greater benefit to have a monthly update for all three Commissioners on communication, especially within the context of the future of the fairgrounds. (Chief Civil Deputy P.A. Sam Laugheed arrived at 8:56 a.m.) Commissioners Rule and Alder agree. The Board will begin meeting with Fair Administrator Rosalie Cope on a monthly basis rather than a quarterly basis. Mr. Blocksom will modify the agreement so that it can be signed by the fair board. The meeting concluded at 8:58 a.m. An audio recording is on file in the Commissioners' Office.

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

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

Commissioner Alder made a motion to go into Executive Session at 9:01 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (d) and (f). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Dan Blocksom, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:41 a.m. with no decision being called for in open session.

EMERGENCY EXECUTIVE SESSION – LITIGATION ISSUES; AND
RECORDS EXEMPT FROM PUBLIC DISCLOSURE

At 10:42 a.m. the Board met with attorneys from the Prosecutor's Office for an emergency executive session. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Sam Laugheed said Idaho Code provides for the Board's ability to convene an emergency meeting if certain circumstances are met. If the emergency involves the potential of immediate financial loss or the likelihood of such loss then the Board is authorized to have a meeting that has not been agendized, and the circumstances that we are faced with now present such circumstances. Mr. Laugheed said 24 hours' notice is impractical and 48 hours' notice is impossible at this time and would increase the likelihood or severity of the potential loss. He recommended the Board enter Executive Session pursuant to Idaho Code, Section 67-2345(1) (d) and (f). Commissioner Alder made a motion to go into Executive Session at 10:44 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously.

Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:50 a.m. with no decision being called for in open session.

SIXTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO MARCH 18, 2013

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

APPROVED PURCHASE ORDER

The Board approved purchase orders for the Facilities Management Department in the amounts of \$3,500 to City of Caldwell and \$1,280 to Bob Inselman Plumbing.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Facilities Manager Paul Navarro, PIO Joe Decker, Ken McRae from the Facilities Department, Senior Administrative Specialist Kelly Martinez, Deputy Clerks Becky Chandler and Monica Reeves. The items discussed were general in nature. Ms. Chandler and Ms. Martinez left at 8:35 a.m. Joe Decker reported on communication issues. Paul Navarro reported on facility issues. Mr. McRae was here to talk about the irrigation system at the fleet shop and the amount of time he has spent working to unclog the system. During the irrigation season Mr. McRae estimates he spends two hours a day every day working on the system. Mr. Navarro's recommendation is to do the conversion from the Pioneer Irrigation District to the Caldwell Irrigation District for a cost of \$4,900. The ongoing

costs for the existing system total \$2,000 per year. The Board agreed to move toward the conversion. Mr. Navarro will prepare a purchase order for the Board's approval. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - LITIGATION AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

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

Commissioner Alder made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Deputy P.A. Dan Blocksom, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, PIO Joe Decker and Deputy Clerk Monica Reeves. Mr. Decker left at 9:07 a.m. The Executive Session concluded at 9:16 a.m. with no decision being called for in open session.

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

The Board met today at 10:01 a.m. for a biweekly meeting with the Interim Director of the Development Services Department to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Interim DSD Director Dan Hunter, and Deputy Clerk Monica Reeves. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:09 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:16 a.m. for a weekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Information Officer Rob Hopper, and Deputy Clerk Monica Reeves. Canyon County received the Sunshine Review Website Transparency Award. We were the only county or city in the state to receive an A+ rating. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:32 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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 Steve Rule, Kathy Alder and Craig Hanson, Fleet Director Mark Tolman, and Deputy Clerk Monica Reeves. The items discussed were general in nature and did not require Board action. At 10:44 a.m. a request was made to go into Executive Session to discuss a real estate matter as follows:

EXECUTIVE SESSION - REAL ESTATE MATTER

Commissioner Hanson made a motion to go into Executive Session at 10:45 a.m. pursuant to Idaho Code, Section 67-2345(1) (c). 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, Fleet Director Mark Tolman, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:50 a.m. with no decision being called for in open session.

RESCHEDULE AGENDA ITEMS

Today the Board was scheduled to sign the Sub-Grant Agreement for Brownfields Cleanup Revolving Loan Fund and related documents for the Mahaffey Oil project, as well as consider an objection to the award of contract for professional design-build services for the administration building project; however, both agenda items need to be rescheduled. At 10:51 a.m. the Board went on the record to continue the items to March 19, 2013. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the Sub-Grant Agreement to March 19, 2013 at 9:15 a.m., and the Objection to the Award of Contract for professional design-build services for the administration building project to March 19, 2013 at 9:30 a.m. The proceeding concluded at 10:53 a.m. An audio recording is on file in the Commissioners' Office.

SEVENTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO MARCH 19, 2013

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

APPROVED CLAIMS ORDER #3-25-13

The Board of Commissioners approved payment of County claims in the amounts of \$141,004.02 and \$110,027.63 for accounts payable.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Wendy Dovner and Sylvia Mehiel.

APPROVED KEY REQUEST

The Board approved a key request for Chris McCormick and Travis Engle.

DENIED VACATION LEAVE TO OTHER EMPLOYEE FOR SICK LEAVE

The Board denied the donation of vacation leave to another employee for sick leave to Christina Garcia.

EXECUTIVE SESSION-RECORDS EXEMPT FROM PUBLIC DISCLOSURE; PENDING LITIGATION; PERSONNEL MATTER

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 enter into Executive Session. The Executive Session was held as follows:

Commissioner Hanson made a motion to enter into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), and (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Deputy P.A. Mike Porter, and Deputy Clerk Becky Chandler. Deputy P.A. Brad Goodsell arrived at 9:13 a.m. The meeting concluded at 9:25 a.m. with no decision being called for in open session. A copy of the audio is on file in the Commissioners' Office.

CONSIDER SIGNING SUB-GRANT AGREEMENT FOR BROWNFIELDS CLEANUP REVOLVING LOAN FUND, AND RELATED DOCUMENTS

The Board met today 9:26 a.m. to consider signing a sub-grant agreement for Brownfields Cleanup Revolving Loan Fund, and related documents. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Facilities Director Paul Navarro, and Deputy

Clerk Becky Chandler. The following documents were reviewed: Sub-grant application, sub-grantee certification form, consent to publication form, and voluntary remediation program application. The agreement included the following attachments: Eligible and Ineligible Costs, EPA Revolving Loan Fund terms, Final Voluntary Remediation Work Plan for the Mahaffey Oil Site, Property legal description, Liability Insurance Coverage, and Tax Deed. Commissioner Rule commented the grant is close to \$200,000. There are dissenting opinions from DEQ and clean up experts on how to proceed with the Mahaffey property; the extent of clean up might be limited. Depending on how you attack the project, the grant funds may be completely used up. One option that has been suggested is to dig up the soil and monitor and use the grant funds on another property taken by tax deed. The assessed property value is \$0. The purpose of using grant funds to clean up the land will allow the county to get the property back on the tax roll. Mr. Goodsell suggested that whatever the property is intended to be used for will determine the extent of the clean-up efforts. A requirement of the agreement includes hiring a contractor for the clean-up. Commissioner Rule asked Mr. Goodsell to find out if the county can use the knowledge and expertise of Jack Biddle, Landfill director, and hire an excavator to better utilize the grant funds. Adding a sign on the property to indicate it is a Brownfields project is also a requirement. Mr. Navarro will follow up. Commissioner Alder made a motion to sign the sub-grant agreement Brownfields Clean-up Revolving Loan Fund and related documents. Commissioner Hanson seconded the motion. The motion carried unanimously. The meeting concluded at 9:40 a.m. A copy of the signed documents and audio recording of the meeting are available in the Commissioners' office.

CONSIDER OBJECTION TO AWARD OF CONTRACT FOR
PROFESSIONAL DESIGN BUILD SERVICES-ADMINISTRATION
BUILDING PROJECT

The Board met today at 9:41 a.m. to consider an objection to the award of contract for Professional Design Build Services-Administration Building project. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Zach Wesley, Facilities Director Paul Navarro, and Deputy Clerk Becky Chandler. Steed Construction Inc. filed an objection to

the tentative award of contract for the construction of the administration building within the 7 day objection period. The Prosecuting Attorney's office requested clarification to the letter of objection and the response letter is being reviewed in this meeting. The objection was signed by Randy Steed on behalf of Steed Construction, Inc., one of the proposers who represented the final four candidates. Ultimately Steed was ranked third. The letter requests that based on his objection, the contract be awarded to next highest bidder, or be completely rebid. The basis for objection is regarding the award to ESI. Mr. Steed lists his qualifications and background work as permanent building advisory council for the Governor. He states that the architects associated with ESI, specifically Houston Bugatsch, had more knowledge of information than other proposers. He believes this is a conflict of interest. Mr. Wesley asked a series of questions and provided a timeline of events to establish a background regarding the award decision by the Board. Why did the Board hold so many public meetings beginning in May 2011? Commissioners Alder and Rule stated the purpose was to collect input from the public and to provide transparency on the use of Urban Renewal funds. A series of town hall meetings occurred. The general feedback indicated the public didn't care how the funds were used as long as taxes were not raised. Carter Goble Lee was contracted as a strategic planner for a master plan for courthouse. Does the county contract for general architectural services? Mr. Navarro indicated the county went through an open RFQ process to select architects for projects under \$25,000. Lombard Conrad and Houston Bugatsch are currently on retainer. Houston Bugatsch provided conceptual drawings of the location of the proposed building to present to Caldwell Urban Renewal and town hall meetings. Mr. Wesley asked if these drawings were part of the feasibility study. Mr. Navarro stated they were not. The drawings showed a location across the street from the courthouse. Based on citizen reaction, the location chosen was different. The Board met with Caldwell URA and bond counsel in May 2012 to discuss financing. The Board met on May 29, 2012 with Oppenheimer Development Corporation, CHSQA and the URA regarding their work on the TVCC project. In June of 2012, the Board officially requested the URA to start the bonding process. Cole Architecture was contracted to conduct a feasibility study to determine which departments would be housed in the new building. Because the study cost was less than \$25,000, the contract was awarded based on his qualifications according to

Mr. Navarro. Does Mr. Navarro or any member of the Board have any economic interest with ESI or Houston Bugatsch? Mr. Navarro states he does not. Commissioner Alder knows Laren Bailey from the Fair Board, but no outside economic interest. Commissioner Rule indicates he has never worked on a project with ESI. Mr. Navarro advised Commissioner Rule that ESI will purchase the steel from Rule Steel. Commissioner Rule indicated he has not been a part of Rule Steel for over 24 years. His brother, Dan Rule, owned the company that was sold to him by their father and Commissioner Rule had no financial interest as of that time. After review of the timeline of events and the questions have been considered, Mr. Wesley suggests in response to the award objection there are several routes that can be taken. The Board can affirm the RFQ and award contract already mentioned, eliminate ESI and go to the next contractor or rebid the process if there is a perceived error. Commissioner Rule does not see any substance to objection, but is asking for legal counsel to guide the decision. Commissioner Alder thinks the discussion proved that there is no basis to the objection and feels the elected officials and department heads that were involved in the presentations have chosen ESI to be the best option for the county project. Commissioner Alder made a motion to reaffirm the award to ESI, Commissioner Hanson seconded the motion. Commissioner Rule agrees with the motion. (A roll call vote was not taken). Commissioner Alder amended the motion to reaffirm the professional design build award to ESI, to include all documents. Commissioner Hanson seconded the motion. A roll call vote was taken with Commissioners Alder, Hanson and Rule voting in favor of the motion to reaffirm the award. The motion carried unanimously. See resolution #13-037. The meeting concluded at 10:07 a.m. A copy of the audio of the meeting and the related documents are on file in the Commissioners' office.

EMPLOYEE HANDBOOK REVIEW

The Board met today at 10:08 a.m. for an Employee Handbook Review. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Prosecutor Bryan Taylor, Treasurer Tracie Lloyd, Coroner Vicki Degeus, Sheriff Kieran Donahue, Chief Marv Dashiell, Human Resources Director Jeannine Eiband and Deputy Clerk Becky Chandler. Clerk Yamamoto

arrived at 10:21 a.m. Sheriff Donahue left at 10:45 a.m. and rejoined the meeting at 11:03 a.m.

Ms. Eiband led the discussion that covered the following topics:

1. Lactation policy
2. Nepotism policy – dating in the workplace is not prohibited, except in cases of supervisors and subordinates
3. Offers of employment--should not be extended until a background check is complete. HR would prefer to run a background check during the time of interview process
4. Part time employee administrative change – part time employee proposal is for 29 or less hours, 30+ is full time, PERSI is paid at 21 hours or more
5. Comp time accrual – the proposal is to cut to 40 hours with 20 carryover
6. Time records-it is prohibited by Department of Labor for supervisors to complete time sheets for employees. Lost payroll checks are an issue. A supervisor's manual will accompany the employee handbook. Commissioner Rule directed Ms. Eiband to investigate the full extent of discipline regarding employee timesheet completion.
7. Sick donation policy-an employee cannot solicit their own donations. Time must be requested through a supervisor or EO. HR will be notified and can send an email to employees for donation requests
8. Elimination of long term leave of absence
9. Vacation time usage while on short term, long term disability leave and workers comp
10. All weapons ban policy-Elected Officials and law enforcement (including prosecutors who are considered law enforcement) are excluded from the ban
11. Anti-harassment and sexual harassment web based training, mandatory in person training for supervisors
12. Conflict resolution

13. Exit interviews may be conducted by HR-Sheriff utilizes their own procedure, but reserves the right to send to HR

The elected officials have asked for a time period of 3 weeks to analyze the proposed changes and review another rough draft. The meeting concluded at 11:48 a.m. with no decision being called for in open session. A copy of the audio recording of the meeting is on file in the Commissioners' office.

EIGHTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO MARCH 20, 2013

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: 434038, 2013-012462, 2013-012463, 2013-012464, 2013-012465, 2013-012466, 2013-012467, 2013-012468, 2013-012469, 2013-012470, 2013-012471 and 2013-012472.

EXECUTIVE SESSION - PERSONNEL MATTER AND LITIGATION MATTER

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. 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). The motion was seconded by Commissioner Alder. A roll call vote was taken on the

motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:14 a.m. While in open session, Commissioner Alder made a motion to amend the earlier motion to include Idaho Code, Section 67-2345(1)(f) as one of the subsections to enter Executive Session. Commissioner Hanson seconded the amended motion. A roll call vote was taken on the motion with Commissioners Alder, Hanson and Rule voting in favor of the amended motion. The motion carried unanimously. The meeting concluded at 9:15 a.m. An audio recording is on file in the Commissioners' Office.

MEET WITH JUDI WATKINS TO DISCUSS CCOA BUILDING MAINTENANCE REMODEL

The Board met today at 9:30 a.m. with Judi Watkins to discuss a request for maintenance on the CCOA building. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Judi Watkins, and Deputy Clerk Monica Reeves. Judi Watkins asked for the Board's permission to make cosmetic changes (at no cost to the county) to the exterior of the CCOA building in order to give it a better appearance. A local architect will make drawings and suggestions on improvements. Ideas include: replacing the front door, placing molding around the windows, and changing the color of the brick to give it a nicer look. No structural changes will be made. Ms. Watkins is seeking the Board's permission for the improvements because the county owns the building. Commissioner Rule said the request seems reasonable and he asked Ms. Watkins to put the request in writing so that the Facilities Manager can be involved. On another topic, Ms. Watkins spoke the CCOA's \$40 for 40 years fundraising campaign. Commissioner Alder and Commissioner Rule agreed to donate to the campaign. The meeting concluded at 9:39 a.m. An audio recording is on file in the Commissioners' Office.

THE BOARD CANVASSED THE ELECTION RESULTS HELD ON MARCH 12, 2013

The Board canvassed the Election Results for the Nampa School District #131 Levy and the Middleton School District #134 levy today. Documentation is on file in today's minutes which are kept in the Canyon County Commissioners' Office.

PUBLIC HEARING - REZONE REQUEST FOR MORGAN HOLDINGS

The Board met today at 1:30 p.m. to conduct a public hearing in the matter of a request by Morgan Holdings, LLC to rezone 3.2 acres of "A" (Agricultural) zoned property to "R-2" (Combined Medium Density Residential). Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, DSD Planner Deb Root, David Morgan, and Deputy Clerk Monica Reeves. Deb Root gave the oral staff report. David Morgan testified in support of the request. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to approve the rezone request for Morgan Holdings, LLC, and sign the Findings of Fact, Conclusions of Law and Order, as well as the zoning map ordinance amendment (Ordinance No. 13-005) and the development agreement (Agreement No. 13-022). The signed documents are on file with this day's minute entry. The hearing concluded at 1:54 p.m. An audio recording is on file in the Commissioners' Office.

NINTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO MARCH 21, 2013

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Josette Nadine Murray.

APPROVED KEY REQUEST

The Board approved a key request for Cary Salazar.

APPROVED CLAIMS ORDER #3-21-13

The Board of Commissioners approved payment of County claims in the amount of \$250.00 for accounts payable.

APPROVED CLAIMS ORDER #1312

The Board of Commissioners approved payment of County claims in the amount of \$1,113,730.23 for accounts payable.

CONTINUE MEDICAL INDIGENCY CASES

The Board met today at 8:18 a.m. to go on the record to continue medical indigency cases. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Indigent Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the following hearings by signed stipulation:

Case No. 2012-1227 was continued to May 2, 2013 at 8:30 a.m.

The following cases were continued to May 16, 2013 at 8:30 a.m.:

Case Nos. 2012-840, 2013-258, 2011-996, 2013-109 & 2013-171.

The following cases were continued to May 30, 2013 at 8:30 a.m.:

Case Nos. 2013-241 & 2012-1556.

Case No. 2011-61 was continued to June 6, 2013 at 8:30 a.m.

The proceeding concluded at 8:19 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-139

The Board met today at 8:25 a.m. to conduct a medical indigency hearing for Case No. 2013-139. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Indigent Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Attorney Mark Peterson, Kim Filipiak from St. Luke's Regional Medical Center, the applicant's spouse, the applicant's mother-in-law, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to May 30, 2013 at 8:30 a.m. The hearing concluded at 8:38 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-250

The Board met today at 8:41 a.m. to conduct a medical indigency hearing for Case No. 2013-250. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Indigent Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, the applicant and his spouse and Deputy Clerk Monica Reeves. The hospital representative did not appear. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated December 11, 2012. The hearing concluded at 8:53 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-243

The Board met today at 8:58 a.m. to conduct a medical indigency hearing for Case No. 2013-243. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Hearing

Specialist Yvonne Baker, Interview Specialist Kellie George, Chavon Lewis from Saint Alphonsus Regional Medical Center, the applicant and his father, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to May 30, 2013 at 8:30 a.m. The hearing concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-246

The Board met today at 9:08 a.m. to conduct a medical indigency hearing for Case No. 2013-246. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, the applicant, Interpreter Mercedes Lupercio, and Deputy Clerk Monica Reeves. The hospital representative 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 January 2, 2013. The hearing concluded at 9:16 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-194

The Board met today at 9:18 a.m. to conduct a medical indigency hearing for Case No. 2013-194. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, the applicant, Interpreter Mercedes Lupercio, and Deputy Clerk Monica Reeves. The hospital representative did not appear for today's hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to continue the hearing to May 16, 2013 at 8:30 a.m. The hearing concluded at 9:37 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-181

The Board met today at 9:39 a.m. to conduct a medical indigency hearing for Case No. 2013-181. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Indigent Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Attorney Mark Peterson, Kim Filipiak from St. Luke's Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to continue the hearing to June 6, 2013 at 8:30 a.m. The hearing concluded at 9:56 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-137

The Board met today at 9:58 a.m. to conduct a medical indigency hearing for Case No. 2013-137. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Indigent Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Bellamy Harthun from the Women's Medical Clinic, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to uphold the original denial dated December 19, 2012. The hearing concluded at 10:03 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-0107

The Board met today at 10:04 a.m. to conduct a medical indigency hearing for Case No. 2013-0107. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Indigent Services Director Michele Chadwick, Indigent Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Steven DeVille from Saint Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the case to May 16, 2013 at 8:30 a.m. The hearing concluded at 10:12 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD CONSENT AGENDA AND ORIGINAL DENIAL DATES

The Board met today at 10:14 a.m. to uphold the original denial dates of medical indigency hearings. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson , Deputy P.A. Dan Blocksom, Hearing Specialist Yvonne Baker, Indigent Director Michele Chadwick, Interview Specialist Kellie George, and Deputy Clerk Monica Reeves. As the respective case presentations have been entered into the record and there are no other individuals to appear before the Board today, Ms. Chadwick recommended the Board uphold the initial respective denials in the following cases: Case Nos. 2013-143, 2013-307, 2011-1534, 2013-144, 2013-179, 2013-145 & 2013-184. 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 10:15 a.m. An audio recording is on file in the Commissioners' Office.

TENTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO MARCH 22, 2013

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

APPROVED SALARY RATE REQUEST

The Board approved salary rate requests for Chantal Swenson, Danyele Jessup and Megan Weaver.

ELEVENTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO MARCH 25, 2013

PRESENT: Commissioner Steven J. Rule, Chairman

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Kathryn Wade.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Facilities Management Department in the amount of \$1,263 to Northwest Service Technologies.

APPROVED VACATION LEAVE TO OTHER EMPLOYEE FOR SICK LEAVE

The Board approved the donation of vacation leave to another employee for sick leave to Maribel Arguello.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2013-013491, 2013-013485, 2013-013484, 2013-013483, 2013-013486, 2013-013490, 2013-013494, 2013-013481, 2013-013492, 2013-013482, 2013-013493, 2013-013487, 2013-013495, 2013-013488, 2013-013489, 2013-013549, 2013-013550, 2013-013551, 2013-013552, 2013-013553, 2013-013554, 2013-013555, 2013-013544, 2013-013545, 2013-013546, 2013-013547, 2013-013548, 2013-013538, 2013-013539, 2013-013540, 2013-013541, 2013-013542, 2013-013543, 2013-013534, 2013-013535, 2013-013536, 2013-013537, 2013-013529, 2013-013530, 2013-013531, 2013-013532, 2013-013533, 2013-013523, 2013-013524, 2013-013525, 2013-013526, 2013-013527, 2013-013528, 2013-013517, 2013-013518, 2013-013519, 2013-013520, 2013-013521, 2013-013522, 2013-013510, 2013-013511, 2013-013512, 2013-013513, 2013-013514, 2013-013515, 2013-013516, 2013-013505, 2013-013506, 2013-013507, 2013-013508, 2013-013509 and 221747.

MONTHLY MEETING WITH ADMINISTRATIVE DISTRICT JUDGE TO
DISCUSS GENERAL ITEMS

The Board met today at 8:01 a.m. with Administrative District Judge Thomas Ryan to discuss general items. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Administrative District Judge Thomas Ryan, and Deputy Clerk Monica Reeves. With plans for the administration building moving forward Judge Ryan wanted the Board's perspective on how the vacated space in the courthouse will be utilized, specifically for the courts. Commissioner Rule said the Board has a general idea of who will move into the new building and there are plans to bring in an expert who will determine how to utilize the courthouse space. He said it's quite possible the Commissioners' Office will not move to the new building and if that happens, the Prosecutor's Office may move to the second floor; however, nothing is set in stone. The courts will be invited to the discussions next month. Commissioner Alder said it's possible the third floor will be for the courts; second floor for the Prosecutor and the public defender may use the space where the Prosecutor's Office is currently located but until we know the square footage needs decisions will not be made. She does not want the courts making any final plans until we know what we have to work with. Judge Ryan said the courts are only trying to identify their needs. Commissioner Hanson said his concern is with scheduling and if courtrooms are vacant most afternoons it indicates they are not being used adequately. Based on what he's seen he does not believe each judge needs their own courtroom, noting that Ada County schedules three judges per courtroom. Judge Ryan disagreed and said Ada County does not use three judges per courtroom. There are a lot of reasons a courtroom might be vacant; schedules are unpredictable, and a lot of it is driven by attorneys. He said every courtroom is being used every day and they are trying to measure how they are being used. Judge Ryan said Commissioner Hanson publicly opposed the administration building on the basis that we need to look at the jail problem, but the urban renewal dollars will not come close to solving the jail issue. The county has two problems: 1. The jail and 2. Space issues - and with this onetime money we can at least take care of one of the issues. He would like to discuss his ideas for the courts with Facilities Manager Paul Navarro. Commissioner Rule said the courts' needs will be taken into consideration, but Mr. Navarro cannot do anything about it right now.

The design discussions will begin in the next 30 days and the appropriate time to talk to staff is when they meet with the project architect. At 8:20 a.m. a request was made to go into Executive Session to discuss a personnel matter as follows:

EXECUTIVE SESSION - PERSONNEL MATTER

Commissioner Alder made a motion to go into Executive Session at 8:20 a.m. pursuant to Idaho Code, Section 67-2345(1) (b). 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, Administrative District Judge Thomas Ryan, and Deputy Clerk Monica Reeves. The Executive Session concluded at 8:48 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.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:49 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Facilities Manager Paul Navarro, Deputy Clerks Becky Chandler and Monica Reeves. The items discussed were general in nature. Ms. Chandler left at 8:55 a.m. Mr. Navarro reported on facilities issues. He submitted a purchase order for \$1,263 to replace the Delta controls in the morgue. He also reported that he has started his own feasibility study as far as which departments will be moving into the new administration building. Commissioner Rule said study will have to evaluate the needs of the courts. He also said we need to look at hiring an owner representative who has construction expertise to monitor the project. Mr. Navarro said he has looked into that process with the Prosecutor's Office. The Commissioners' office remodel is underway. The remodel includes the addition of a closet and removal of a window. Mr. Navarro would like to replace the ceiling which he says is in terrible shape, but the Board decided against that expenditure at this point in time. The meeting concluded at 9:02 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - LITIGATION MATTER AND RECORDS
EXEMPT FROM PUBLIC DISCLOSURE

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

Commissioner Hanson made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Mike Porter, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. Deputy P.A. Brad Goodsell arrived at 9:25 a.m. Mr. Blocksom left at 9:30 a.m. The Executive Session concluded at 9:35 a.m. with no decision being called for in open session.

CONSIDER MODIFICATIONS TO BROWNFIELDS CLEANUP
REVOLVING LOAN FUND SUB-GRANT DOCUMENTS

The Board met today at 9:36 a.m. to consider modifications to the Brownfields cleanup Revolving Loan Fund (RLF) sub-grant documents related to the Mahaffey Oil property in Parma. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. On March 19, the Board signed documents, including an RLF sub-grant application. Brad Goodsell said when the Board signed the application there were some areas left blank, so the amended application will take care of some housekeeping items. On the first page there's a description of the number of jobs that are to be created as a result of the project. The numbers have been modified slightly downward and on the second page there is a brief description of the cleanup plan and the redevelopment plan and the expected community benefits as well as projected completion dates. Commissioner Rule said the county talked about using Jack Biddle as our superintendent and involving him to hire contractors to be supervised. Is that still a

possibility? Mr. Goodsell has spoken with Kris Wilson at ICOG (Idaho Council of Governments) who said that is a possibility and they are continuing to work on it. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the amended RLF sub-grant application. The signed document is on file with this day's minute entry. The meeting concluded at 9:39 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - PERSONNEL MATTER; INTERVIEW
EVALUATION FOR DEVELOPMENT SERVICES DEPARTMENT
DIRECTOR

At 10:00 a.m. Commissioner Hanson made a motion to go into Executive Session, pursuant to Idaho Code, Section 67-2345(1) (b) and (d). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. The purpose of the session was to interview and evaluate the candidates for the position of Development Services Director Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Assessor Gene Kuehn, H.R. Director Jeannine Eiband, and Deputy Clerk Monica Reeves. Keri Sigman arrived at 10:05 a.m. and left at 11:00 a.m. Debbie Root arrived at 11:01 a.m. and left at 11:46 a.m. The Board took a lunch recess at 12:00 noon and returned to the session at 1:10 p.m. Anna Canning arrived at 1:15 p.m. and left at 2:08 p.m. Dan Hunter arrived at 2:10 p.m. and left at 3:15 p.m. Tricia Nilsson arrived at 3:15 p.m. and left at 4:00 p.m. The Executive Session concluded at 4:48 p.m. While in open session, the Board decided to continue the Executive Session to March 27, 2013 at 2:15 p.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

TWELFTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO MARCH 26, 2013

PRESENT: Commissioner Steven J. Rule, Chairman

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

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Linda Barrows.

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

The Board met today at 8:30 a.m. for a biweekly meeting with the Chief Probation Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Kathy Alder and Craig Hanson, Chief Probation Officer Elda Catalano, and Deputy Clerk Monica Reeves. Topics of discussion included the use of fleet cars and reporting accidents when they occur in county vehicles; also discussed was the First Tee of Idaho program. The meeting concluded at 8:46 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 8:46 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Craig Hanson, HR Director Jeannine Eiband, and Deputy Clerk Monica Reeves. Ms. Eiband gave brief updates on the following topics: review of the personnel manual; use of a county mobile devices policy; and the county insurance plan. There were \$942,000 in expenditures during the month of January and it's likely the county will have to make changes to its insurance plan. With the affordable health care act we're going to see a percentage of increases, and she was just informed of a re-insurance tax that will take place for this next plan year that will cost the county \$45,000 to \$50,000 next year. Ms. Eiband has been tasked with multiple large projects (six months' worth of

work that will be due in one month's time) and she would like to hire an employee on a temporary basis to assist with scanning and filing so staff can work on the larger projects. Ms. Eiband has the funds in her budget for the temporary position. The Board has no problem with Ms. Eiband's request for temporary help. At 8:54 a.m., the Board went into Executive Session to discuss a personnel matter as follows:

EXECUTIVE SESSION - PERSONNEL MATTER

Commissioner Hanson made a motion to go into Executive Session at 8:54 a.m. pursuant to Idaho Code, Section 67-2345(1) (b). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Craig Hanson, HR. Director Jeannine Eiband, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:04 a.m. with no decision being called for in open session.

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

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

The Board met today at 9:04 a.m. for a biweekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Craig Hanson, Chief Information Officer Rob Hopper, Program Applications Manager Jeff Wood, and Deputy Clerk Monica Reeves. Mr. Hopper reported on the following topics: interviews for the IT system administrator; and delays with the fiber project, which will not be completed until this fall. Mr. Hopper wanted to discuss a personnel matter with the Board. An Executive Session was held as follows:

EXECUTIVE SESSION - PERSONNEL MATTER

Commissioner Hanson made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 67-2345(1) (b). The motion was

seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Craig Hanson, Chief Information Officer Rob Hopper, Program Applications Manager Jeff Wood, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:22 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 DIRECTOR OF MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 9:23 a.m. for a biweekly meeting with the Director of Misdemeanor Probation to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Craig Hanson, Director Jeff Breach, Lisa Sheehan from Misdemeanor Probation, and Deputy Clerk Monica Reeves. Ms. Sheehan will be the acting director when Mr. Breach is attending the POST academy in July. Mr. Breach has been working with IT on updates to the department's website so clients will be able to make credit card payments on the website. Unfortunately, they are not making much progress. He enlisted the Board's help to see if the CIO can assign staff who will make sure the credit card payment feature is working. The meeting concluded at 9:29 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

THIRTEENTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO MARCH 27, 2013

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

APPROVED SALARY RATE REQUEST

The Board approved salary rate requests for Christopher Thomas, Robbie Pond, Edward Redmond, Lawrence Hill, John Smith, David Baucum, Robert Kershner and Nick Lane.

APPROVED CLAIMS ORDER #4-10-13

The Board of Commissioners approved payment of County claims in the amount of \$208,065.96 for accounts payable.

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

The Board met today at 8:45 a.m. for a biweekly meeting with the Juvenile Detention Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Juvenile Detention Director Steve Jett and Marilee Davis, and Deputy Clerk Becky Chandler. As of today, 40 beds are occupied. Due to low numbers, 10 positions were cut from the budget last year. Mr. Jett will meet with commissioners in Owyhee, Adams and Elmore counties to solicit transfers. The price to house juveniles from other counties would be \$155 per day. Commissioner Hanson asked what full capacity could be. Mr. Jett indicated he has 78 beds on the floor, but could have space for 90 beds. The garden will be planted as soon as the weather allows. The meeting concluded at 8:59 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

EXECUTIVE SESSION - PERSONNEL MATTER; RECORDS EXEMPT FROM PUBLIC DISCLOSURE; PENDING LITIGATION

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

Commissioner Hanson made a motion to go into Executive Session at 9:01 a.m. pursuant to Idaho Code, Section 67-2345(1) (b) (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Hanson and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Chief Civil Deputy Sam Laugheed, Deputy P.A. Mike Porter, and Deputy Clerk Becky Chandler. The Executive Session concluded at 9:43 a.m. with no decision being called for in open session.

MEET WITH FLEET DIRECTOR REGARDING VEHICLE EMISSION TESTING

The Board met today at 1:17 p.m. for a discussion with the Fleet Director regarding the vehicle emission testing. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Mike Porter, Fleet Director Mark Tolman, and Deputy Clerk Monica Reeves. Mike Porter said the Board has been dealing with the issue of vehicle emission testing in Canyon County for some time and there has been ongoing litigation involved and while that's going on it was the county's understanding that the vehicle emissions requirements were being suspended and registrations were going forward. However, it turns out that's not the case. Mark Tolman asked for direction from the Board on how to deal with the notices from the DEQ that registrations are being revoked on county vehicles while we look into other options. Mr. Porter recommends the county participate and get the vehicles tested and registered, maybe with the exception of one vehicle that is left out of the testing program. We need to be in general compliance while we work out how we proceed with this issue. Mr. Tolman agrees and said most of the county vehicles are exempt but it could be a problem if a vehicle is involved in an accident and does not have proper registration. Commissioner Rule said if we keep one vehicle out we need to make a statement because this is the Board's act of civil disobedience against poor rulemaking. Commissioner Alder agrees because in her opinion the rules were made using outdated and incorrect information. Commissioner Hanson said we need to keep on the record and let the public know we do not agree with the rule and the only reason we are agreeing to testing is because we do not want employees to

be stopped without having the proper registration on a vehicle. Mr. Tolman and Mr. Porter will discuss which vehicle will be left out and further discussions will be held with the Board. The meeting concluded at 1:22 p.m. An audio recording is on file in the Commissioners' Office.

MEET WITH ADVOCATES AGAINST FAMILY VIOLENCE TO DISCUSS GENERAL ISSUES

The Board met today at 1:30 p.m. with Advocates Against Family Violence (AAFV) to discuss general issues. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Kim Ivacek, the Executive Director of Advocates against Family Violence, Indigent Services Director Michele Chadwick, Mike Butts from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. When AAFV lost federal funding last year the Board agreed to contribute \$50,000 to the agency which offers counseling and services to victims with the idea that situations can be addressed before they end up in the emergency room, which will ultimately save the county thousands of dollars in medical and mental health costs. Kim Ivacek reported that since receiving county funding in November they've had 353 counseling sessions at a cost of \$4.90 per session, compared to the community rate of \$35 to \$50 per session. Hope's Door has 49 residents; 22 adults and 27 children, with 26 on a waiting list. Since November, the shelter has helped 463 victims. Last year the agency, through programs and shelter services, was able to help over 6,000 individuals. County funding has made it possible to give counseling sessions to the victims who really need it. It was pointed out that tax dollars are paying for domestic violence and domestic abuse whether it's through the prosecution, or when law enforcement responds to call, or when offenders are put in jail, or when victims seek shelter. The daily hospital rate for mental holds is \$800 and when someone is transported to the ER the bills are in excess of \$11,000 for an overnight stay at the hospital so it doesn't take long to substantiate the importance of this program and how that \$50,000 is stretched far above what is paid by the Indigent Services Office. Ms. Ivacek said the daily cost to provide shelter and counseling services to victims is \$16 per day. With the huge cost savings, the Board fully supports its decision to provide funding to AAFV. The meeting concluded at 1:49 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER APPROVAL OF THE PURCHASE OF A 2013 LOADER FOR THE LANDFILL, UNDER GSA CONTRACT NO: GS-30F-0013U

The Board met today at 2:04 p.m. to consider approval of the Purchase of a 2013 Loader for Landfill, under GSA Contract No: GS-30F-0013U. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Solid Waste Director Jack Biddle, and Deputy Clerk Monica Reeves. Jack Biddle put together a proposal based on a submission from CESCO that they will allow us to piggyback off a GSA contract to purchase a 2013 John Deere 624 Loader that will replace the current one we have that is nearing the end of its life cycle. By the time of delivery of a new one it will be at 10,000 hours, which is when the warranty runs out for the engine. By piggybacking we get a reduction off the list price so it goes from over \$200,000 down to \$190,000. They will give us a trade-in allowance of \$63,500 for the current loader for a total purchase price of \$126,800. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to approve the purchase order in the amount of \$126,800, a copy of which is included with this day's minute entry. The meeting concluded at 2:10 p.m. An audio recording is on file in the Commissioners' Office.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Solid Waste Department in the amount of \$126,880 to CESCO.

EXECUTIVE SESSION - PERSONNEL MATTER; INTERVIEW EVALUATION FOR DSD DIRECTOR

The Board met today at 2:17 p.m. to return to Executive Session to discuss a personnel matter/interview evaluation for the position of Development Services Director. (A motion was not necessary because the session was continued, on the record, from March 25, 2013.) The continued Executive Session was held pursuant to Idaho Code, Section 67-2345(1) (b) and (d). Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Assessor Gene Kuehn, H.R. Director Jeannine Eiband, and Deputy Clerk

Monica Reeves. The Executive Session concluded at 3:18 p.m. While in open session, Commissioner Rule said a decision was made and the Board will act on it. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

FOURTEENTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO MARCH 28, 2013

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

APPROVED ACCESS CONTROL REQUEST

The Board approved an access control request for F. Randall Kline.

CONSIDER SIGNING PHARMACY BENEFITS AGREEMENT WITH
SCRIP WORLD, LLC

The Board met today at 9:32 a.m. to consider signing a Pharmacy Benefits Agreement with Scrip World, LLC. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, H.R. Director Jeannine Eiband, and Deputy Clerk Monica Reeves. The agreement has been thoroughly reviewed by the Prosecutor's Office. It contains all of the county's pharmacy agreements and incorporated within is an agreement with Scrip World's agreement with Meritain. It talks about the general information on how we run our pharmacy plan. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to approve the Pharmacy Benefits Agreement and the Scrip World Pharmacy Benefits Agreement documents. (See Agreement No. 13-023 and 13-024). The signed documents are on file with this day's minute entry. The meeting concluded at 9:34 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING - REZONE REQUEST FOR MIKE VICTORY FROM AN AGRICULTURAL ZONE TO A SINGLE-FAMILY RESIDENTIAL ZONE

The Board met today at 10:01 a.m. to conduct a public hearing in the matter of a request by Mike Victory to rezone approximately 20 acres from an "A" (Agricultural) Zone to an "R-1" (Single Family) Zone. The Board was also scheduled to consider signing the Findings of Fact, Conclusions of Law and Order, as well as a map amendment for this case. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Interim DSD Director Dan Hunter, DSD Planner Deb Root, Michael Victory, and Deputy Clerk Monica Reeves. Deb Root gave the oral staff report. Michael Victory testified in support of his request. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to close public testimony and to approve the Michael Victory rezone of 20 acres from an "A" (Agricultural) Zone to an "R-1" (Single Family) Zone, and to approve the Findings of Fact, Conclusions of Law, and Order as well as approve the zoning ordinance map amendment (No. Ordinance No. 13-006.) The signed documents are on file with this day's minute entry. The meeting concluded at 10:09 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DISCUSS DEER FLAT NATIONAL WILDLIFE REFUGE DRAFT COMPREHENSIVE CONSERVATION PLAN

The Board met today at 3:00 p.m. to discuss the Deer Flat National Wildlife Refuge Comprehensive Conservation Plan. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Bryan Ricker from Senator Mike Crapo's Office, Mike Butts from the Idaho Press-Tribune, other interested citizens, and Deputy Clerk Monica Reeves. Bryan Ricker said the Senator's office wants to make sure they are on the same page and understand where county is coming from. It is important that the county is the one leading this issue. Commissioner Hanson has read a good portion of the draft plan and he stands by the Board's previous comments on the issue. He has questions concerning law enforcement because the plan states there is a crime epidemic out there according to refuge managers. Also, there were statements made about

working out an MOU with the Sheriff which would not necessarily be a problem but when they talk about codification of federal law and making that a county responsibility, he has an issue with that considering there is probably no funding by the refuge to take care of those situations. Commissioner Alder was pleasantly surprised at the second alternative; the main no wake area is in the marrows which isn't bad. She does not want Option 2 to be based on an MOU with the county and the federal government. The county can cleanup and watch Gott's Point and have ideas on how to take care of it. She also said we need to work very closely with the Bureau of Reclamation to protect the water. Mr. Ricker said the plan clarifies that the Bureau of Reclamation and the Board of Control handle the irrigation and that it is an irrigation lake. Sam Laugheed said the county's concern is making sure authorities recognize the limits on their regulatory authority. The water belongs to the irrigators and he believes the Boise Project Board of Control is the appropriate governing authority. The fundamental concern that isn't addressed is where the authority for them to regulate the water comes from because the water belongs to Idaho and the regulation belongs to Idaho. Mr. Laugheed is looking into the fact that if they allow certain non-wildlife dependent recreational use on the water what other federal regulations would kick in. He said the draft plat is a great step in the right direction but there are some questions we need to look into. Commissioner Rule said the county made suggestions at the beginning of the process and it is troublesome that the federal government is acting like it controls the lake. He expressed appreciation for the Senator's hard work on this issue. Mr. Ricker said at the beginning those options weren't being considered but now they are so he is happy to see that. He agrees there are concerns about how it will be paid for and the expectation that it will be on the county is problematic. He also said if there are fees put in place the county will lose the ability to obtain boating safety grants so that issue needs clarification. Mr. Ricker said the Senator's Office is happy with the draft plan because with the current administration it could have been a lot worse. The only way to make this not happen again is if Congress removed Fish and Wildlife and returned it to the county, but that is not an option. Mr. Ricker is cautiously optimistic and he will continue to talk to refuge manager, Jennifer Brown-Scott. The concern is that the plan will be reviewed in five years; and again in another five years, and after that they will have to do another plan. The public should stay involved and stay on

top of it. Commissioner Rule said the plan is something the county can work with. Mr. Laugheed provided copies of the 2001 Supreme Court opinion that says Lake Lowell exists for the benefit of irrigators and the State of Idaho controls what happens to the water. The Board will meet again just before the comments are due in May. Commissioner Alder is concerned about the possibility of imposing fees especially if we lose grant funding. The meeting concluded at 3:24 p.m. An audio recording is on file in the Commissioners' Office.

FIFTHTEENTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO MARCH 29, 2013

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

ABSENT: Commissioner Kathryn Alder

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$45,298.00 to S1 IT Solutions.

APPROVED SALARY RATE REQUEST

The Board approved salary rate requests for Vicky Berry, Don Rosebrock, Deborah Ellis, William Taylor, Elizabeth Springer and Jonathon Pruett.

APPROVED KEY REQUEST

The Board approved key requests for Vicky Berry, Don Rosebrock, Deborah Ellis, William Taylor, Elizabeth Springer and Jonathon Pruett.

LEGAL STAFF UPATE

The Board met today at 10:03 a.m. for a legal staff update. Present were: Commissioners Steve Rule and Craig Hanson, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Brad Goodsell gave a brief update on the Mahaffey Oil project in Parma. Kris Wilson from ICOG will place a sign on the site informing the public about the project and the county will post a notice on its website. The notice has been reviewed by Mr. Goodsell. A solicitation of interest is expected to be finalized next week, and the process to hire a consultant will be started the following week. The first stage is getting the consultant and work plan in place and after that we will do the public works sub-contract for the excavation work. Jack Biddle will be the project manager and he will be required to be on site when the excavation is conducted. A consultant will be available if we need one. The meeting concluded at 10:07 a.m. An audio recording is on file in the Commissioners' Office.

SIXTEENTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO APRIL 1, 2013

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

APPROVED FEBRUARY 2013 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of February 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.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2013-014682, 2013-014683, 2013-014684, 2013-014687, 2013-014688, 2013-014689, 2013-014666, 2013-014667, 2013-014669, 2013-014671, 2013-014673, 2013-014679 and 2013-014681.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, PIO Joe Decker, Facilities Manager Paul Navarro, Senior Administrative Specialist Kelly Martinez, and Deputy Clerks Becky Chandler and Monica Reeves. The items discussed were general in nature. Ms. Chandler and Ms. Martinez left at 8:38 a.m. Mr. Decker reported on communication issues, including plans for a mini-state of the county address at the April 9, 2013 Chamber of Commerce luncheon. Mr. Navarro reported on facilities issues. VRT wants to build a bus shelter on our property near at no cost to the county. Commissioner Rule said there is somewhat of a traffic obstruction when the bus is loading in the area and he suggested moving the shelter farther to the west, near the end of the block so that pedestrians are more easily seen. Mr. Navarro will contact the engineer. He said the only downsides will be noise and disruptions because city will not allow them to work on evenings or weekends. With regard to plans for vacating 11th Avenue, near the courthouse, Mr. Navarro said he sent a letter to the City of Caldwell, but he hasn't heard back from them. He will follow-up. The meeting concluded at 8:48 a.m. An audio recording is on file in the Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a

real estate matter, pending litigation and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Alder made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 67-2345(1) (c), (d) and (f). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Deputy Dan Blocksom, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. Mr. Navarro and Mr. Porter left at 9:15 a.m. The Executive Session concluded at 9:44 a.m. with no decision being called for in open session.

CONSIDER SIGNING PUBLIC DEBT RECOVERY SERVICE AGREEMENT

The Board met today at 9:57 a.m. to consider signing a public debt recovery service agreement with Action Collection Services, Inc. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves.

Brad Goodsell said Prosecutor Bryan Taylor made the decision to discontinue the bounce-back program that allowed local merchants who received bad checks to send those checks to the county who would then send them to a collection agency and try to collect the money with the prosecutor's name. There were some county entities that were using the program so we need something in place so they can collect on bad checks. The collection agreement is available for those who want to use it, but nobody is required to use it. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the agreement with Action Collection Services, Inc. (See No. 13-025). The meeting concluded at 10:02 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING RESOLUTION AUTHORIZING PAYMENT OF
EXCESS SALE PROCEEDS PURSUANT TO I.C. SECTION 31-808

The Board met today at 9:45 a.m. to consider signing a resolution authorizing payment of excess sale proceeds pursuant to Idaho Code, Section 31-808. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Deputy Treasurer Tonya Weyand, and Deputy Clerk Monica Reeves. In December of 2012, the Board held a surplus property auction and several properties sold for more than was owed. The legislature requires the county to return excess proceeds to the record owners at the time the tax deed was issued. Brad Goodsell said the Treasurer sent notice to all the parties in interest but none of them returned claims and that now leaves us with the money to send to the record owners. Situations like divorces, death and deeds not being filed have complicated the process, but they have been addressed in the resolution. The Treasurer will send notice to all record owners and they will have to complete an affidavit certifying they are the record owner and how they want to get the proceeds. Once we get the affidavit and a W-9 form a check will be prepared. Mr. Goodsell said if we cannot resolve everything through these procedures there is a provision that allows us to deposit the money with the court and file an interpleader action. Tracie Lloyd said if there are no parties in interest or record owners, the proceeds will go to a trust account for three years while her office continues searching for owners or interested parties. After three years it can be deposited to the indigent fund. Commissioner Alder thought information was going to be taken to the legislature explaining why this does not work and that the excess funds should go back to the county indigent fund. Ms. Lloyd said that was not done and she believes it would be a hard sale. Mr. Goodsell said the resolution has an attachment listing the names of the record owners and those are the only people who will receive proceeds. There may be some who claim they are entitled, but the Treasurer will not give them the funds if they are not listed. There is one person who believes she is entitled to the proceeds because she is an heir. The total amount of excess funds from the auction is \$84,583.23. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the resolution authorizing payment of excess sale proceeds pursuant to Idaho Code,

Section 31-808. (See Resolution No. 13-038). The meeting concluded at 9:56 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING INTERNET ACCESS AGREEMENT WITH KELLER ASSOCIATES, INC.

The Board met today at 10:02 a.m. to consider signing the internet access agreement with Keller Associates, Inc. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The contractor is performing civil engineering work for the City of Middleton. The Board had questions about the contract so the matter was tabled to 10:15 a.m. so that staff from the Assessor's Office could join the discussion. The Board went off the record at 10:06 a.m. The Board went back on the record at 10:27 a.m. when Lisa Reed and Sarah Higuera from the Assessor's Office arrived. The Board wanted to know why a contract was being signed with a private agency as opposed to the City of Middleton. Ms. Higuera said the Assessor's Office has everybody sign a contract whether they are private or public because there is a charge for county data and we don't want agencies giving the data to consultants for free. Private contractors will pay for the data, but Keller is not paying because they are using it for the city and the county does not charge government agencies. Upon the motion of Commissioner Hanson and the second by Commissioner Hanson, the Board voted unanimously to sign the internet access agreement with Keller Associates. (See Agreement No. 13-026). The meeting concluded at 10:32 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:07 a.m. for a biweekly meeting with the Interim Director of the Development Services Department to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Interim DSD Director Dan Hunter, and Deputy Clerk Monica Reeves. The items discussed were general in

nature and did not require Board action. The meeting concluded at 10:16 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:20 a.m. for a biweekly meeting with the Chief Information Officer to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, CIO Rob Hopper, and Deputy Clerk Monica Reeves. Topics of discussion were as follows: IT Governance Council preparation; RFP for the document management system; top project work; and infrastructure project work. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:25 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 10:33 a.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Craig Hanson, Fleet Director Mark Tolman, and Deputy Clerk Monica Reeves. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:40 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SEVENTEENTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO APRIL 2, 2013

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

Deputy Clerk Monica Reeves

APPROVED CLAIMS ORDER #4-10-13

The Board of Commissioners approved payment of County claims in the amounts of \$175,193.89 and \$142,259.95 for accounts payable.

APPROVED KEY REQUEST

The Board approved a key request for Whitney Holliday, David Baucum, John Smith, Nick Lane, Donny Martineau.

APPROVED SALARY RATE REQUEST

The Board approved salary rate requests for Christine Vrooman and Whitney Holliday.

DENIED VACATION LEAVE TO OTHER EMPLOYEE FOR SICK LEAVE

The Board denied the donation of vacation leave to another employee for sick leave to Beverly Rayne.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency document recorded as instrument number: 2013-015515.

LEGAL STAFF UPDATE

The Board met today at 9:00 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Dan Blocksom, and Deputy

Clerk Monica Reeves. Sam Laugheed said later this morning the Board will consider a resolution to destroy certain files in the Prosecutor's Office. It is a typical resolution prepared by his office and it follows the statutes to get rid of some files; the cases that could turn into litigation or expose the county to liability will not be destroyed. The Board will also consider a homeland security grant. He said this year's document is almost identical to previous grants with a few special conditions that didn't exist before and he wants to make sure Lt. Todd Herrera is aware of the conditions including the drug free workplace regulation; the trafficking victims' protection act of 2000; and the animal welfare act of 1966. Mr. Laugheed has no legal concern about them, but he wants to make sure Lt. Herrera (the grant administration) is aware of them. At 9:04 a.m. the Board went into Executive Session as follows:

EXECUTIVE SESSION - LITIGATION AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Hanson made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 67-2345(1) (d) and (f). The motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder, and Craig Hanson, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:31 a.m. with no decision being called for in open session.

CONSIDER SIGNING RESOLUTIONS CLASSIFYING RECORDS OF THE CANYON COUNTY PROSECUTING ATTORNEY'S OFFICE AND AUTHORIZING THE IMAGING AND/OR DESTRUCTION OF CERTAIN CIVIL AND CRIMINAL CASE FILES/RECORDS

The Board met today at 10:04 a.m. to consider signing resolutions classifying records of the Canyon County Prosecuting Attorney's Office and authorizing the imaging and/or destruction of certain civil and criminal case files/records. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, and Deputy Clerk Monica Reeves.

Commissioner Alder noted that the resolutions are well defined because they state which files will be destroyed. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to sign the resolutions as prepared by the Prosecutor's Office. (See Resolution Nos. 13-039 and 13-040). The meeting concluded at 10:05 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING 2012 HOMELAND SECURITY GRANT PROGRAM DOCUMENTS

The Board met today at 10:05 a.m. to consider signing the 2012 Homeland Security grant documents. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Chief Deputy Sheriff Marv Dashiell, Lt. Todd Herrera, and Deputy Clerk Monica Reeves. The grant is designed for prevention of terrorism and natural preparedness. The funds are passed down to homeland security each year and they sub-grant them to each of the 44 counties based on population formula. This year's award is \$188,911.49. The funds are used for all stakeholders across the county. Twenty-five percent (25%) has to be used for law enforcement, and the other 75% can be distributed between fire, EMS and road departments. Last year the majority of the funds were used for maintenance on our radio system. The stakeholders will meet and decide the needs for this year. With regard to the new requirements, Lt. Herrera said he reviewed the items with Chief Dashiell and they did not see anything that is concerning, they appear to be general guidelines. Chief Dashiell spoke about the policies the Sheriff's Office has in place. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to sign the 2012 Homeland Security documents. The signed document 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.

PUBLIC HEARING - PRELIMINARY PLAT FOR LOMA LINDA RIDGE SUBDIVISION

The Board met today at 10:31 a.m. to conduct a public hearing to consider the preliminary plat for Loma Linda Subdivision. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, DSD Planner Jennifer Almeida, Lance Warnick, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. Lance Warnick testified in support of the phasing plan for the project. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to close public testimony and to approve the preliminary plat for Loma Linda Ridge Subdivision. The hearing concluded at 10:38 a.m. The signed Findings of Fact, Conclusions of Law and Order are on file with this day's minute entry.

MEETING REGARDING COUNTY FAIR SITE

The Board met today at 11:00 a.m. at the request of Glenn Koch and Dick Winder who wanted to share information with the Board about discussions that were held many years ago regarding the fair board's request to relocate the fairgrounds. Present today were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, Weed Control Superintendent Jim Martell, Clerk Chris Yamamoto, Dick Winder, Glenn Koch, and Deputy Clerk Monica Reeves. When Glenn Koch was a commissioner in the early 1990's the fair board approached the county about the need for additional space and their desire to relocate the fair outside of Caldwell. He didn't want to see the fair move because he believes it should remain in Caldwell, the county seat. A short time later, when Mr. Koch and Dick Winder were no longer holding public office, they offered to raise funds to try to buy land adjacent to the existing fair site so that the fair could stay in Caldwell. Through donations they were able to raise approximately \$150,000 and the Griffith property and the Goodyear property were purchased. The land was donated to the City of Caldwell and was eventually converted into a baseball field for the College of Idaho, and unbeknownst to Mr. Koch and Mr. Winder the fair board was not consulted about this. Commissioner Rule said the fair wants to expand but it's out of space at its current location and the Commissioners are receiving pressure because the fair is relocating. Commissioner Hanson spoke about how the city built more restrooms in the concession area which takes up much needed space for vendors. Mr. Winder said the

property on Pond Lane that was purchased for the jail site would be a far better location for the fair than the property the fair board purchased on Madison Road. Commissioner Rule said he suggested that location, but the fair board went another direction. Mr. Koch suggested the Commissioners trade the property on Madison Road for the Pond Lane property. Commissioner Alder said Darrell Bolz told her that he was involved in fundraising efforts all those years ago. No Board action was required or taken as today's meeting was held for information purposes only. The meeting concluded at 11:18 a.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO APRIL 3, 2013

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

ABSENT: Commissioner Steven J. Rule, Chairman

APPROVED PURCHASE ORDER

The Board approved a purchase order for Canyon County Sheriff's Office in the amount of \$5,625 to Lafayette Instrument.

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

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

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

motion was seconded by Commissioner Alder. A roll call vote was taken on the motion with Commissioners Alder 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, Deputy P.A. Dan Blocksom, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Deputy P.A. Mike Porter arrived at 9:05 a.m. Mr. Goodsell and Mr. Porter left at 9:13 a.m. The Executive Session concluded at 9:25 a.m. with no decision being called for in open session.

MEETING WITH ANNE MARIE SKINNER TO DISCUSS THE NORTHEAST CALDWELL REZONE

The Board met today at 9:32 a.m. for a meeting with Anne Marie Skinner from the City of Caldwell to discuss the northeast Caldwell rezone which includes property around the courthouse campus. Present were: Commissioners Kathy Alder and Craig Hanson, Caldwell Senior Planner Anne Marie Skinner, and Deputy Clerk Monica Reeves. The Caldwell Planning and Zoning Department is proposing to rezone various areas from their current zones to one zone, a traditional neighborhood zone, which is a mixed use zone that allows for a myriad of uses including all types of residential, many types of commercial, retail, and public offices. Anne Marie Skinner presented a map showing the zoning designations; the proposed rezone areas are outlined in pink, and a number of county-owned properties that are involved and are highlighted in yellow. The map is on file with this day's minute entry. Some areas are zoned R3 high-density residential, some are zoned C2 community commercial and the area where the county wants to construct the administration building has two different zones. Ms. Skinner said the intent behind the rezone is to spur some revitalization, and the county's plan to construct an administration building might encourage other parcels to redevelop with a zone that is easier to use. She said if the county wants to retain its current zoning designation the city will take those properties out of the proposed plan. The Commissioners were surprised at the high-density residential zoning designation of county properties. Ms. Skinner said the traditional neighborhood zone allows for everything the county already has; a rezone would not be required for construction of a new building; however, a special use permit is required. Commissioner Hanson asked how this will

affect the county's fleet shop since the city's definition states that a tow yard is not allowed. Ms. Skinner said it would be considered a repair facility, not an automotive tow yard. She also said anything that's currently in use would have grandfather status. Commissioner Hanson asked how the rezone will benefit the county. Ms. Skinner said the county's properties are zoned residential so if there are plans to do anything with those properties it will save the time and expense of doing a rezone. Additionally, it ties in great with the plans for the administration building because it will save the county the rezone fees because the city is doing the rezone. Commissioner Alder asked if there any conditions the county should be concerned about that would be different in the new zone versus the existing zone in terms of setbacks of landscaping. Ms. Skinner said the landscaping requirements are the same but the setback requirements are less stringent. The rezone request will be heard by the Caldwell P&Z Commission in May and the city council in early June. If the building permit for the administration building comes in prior to that she will mark it approved pending rezone approval because she knows the city council will approve it. Commissioner Alder said the main consideration under the new zoning is that the county be allowed to maintain the fleet shop. Ms. Skinner said if there's anything that is a concern the Commissioners should let her know so that she can make a condition of the rezone that the existing use be allowed. The Board will review the information; no action was required or taken. Following the discussion, Ms. Skinner showed the Commissioners an example of the Caldwell Historic District signs that will be posted in the downtown area. The Caldwell historic preservation district received \$2,000 in county funding and they used the funds to purchase the signs. Commissioners Alder and Hanson thought the signs looked great. The meeting concluded at 9:45 a.m. An audio recording is on file in the Commissioners' Office.

MEET WITH FAIR BOARD AND CONSULTANT LARRY JOHNSON TO PRESENT FINDINGS OF CAMPAIGN FEASIBILITY STUDY

The Board met today at 10:00 a.m. to receive a report from the Canyon County Fair Board regarding the findings of the campaign feasibility and planning study for the Canyon County Fair & Foundation that was performed by Larry Johnson of M.E. Grace & Associates. Present were:

Commissioners Kathy Alder and Craig Hanson, Deputy P.A. Dan Blocksom, PIO Joe Decker, Fair Administrator Rosalie Cope, Chairman Tim Lowber, Vice-Chairman Laren Bailey, Lisa Gabiola-Weitz, Stephanie Rohrdanz, Kevin Spainhower, Greg Heim, Larry Johnson, George Crookham, Julie Taylor, George Combs, Glenn Koch, Clerk Chris Yamamoto, Keri Sigman, Don Brown, Martin Thorne, Caldwell Chamber members, interested citizens, Vicki Holbrook and Mike Butts from the Idaho Press-Tribune, Ray Amaya from KBOI Radio, and Deputy Clerk Monica Reeves. Fair board chairman Tim Lowber read the executive summary into the record. The study was conducted to determine the feasibility of a capital campaign to raise up to \$40,000,000 in private philanthropic subscriptions to provide for the construction of a new campus for the Canyon County Fair and to determine the conditions under which such a campaign will succeed. In all, 45 interviews were held with individuals and business entities selected in the study process. In summary, it was recommended that the Canyon County Fair and the Canyon County Fair Foundation, with the guidance and support of professional fundraising counsel, mount a capital campaign effort to fund the fair's new campus with a tentative objective of \$12,000,000. The campaign should be built around a vision of confirming the key mission points identified in the study. Such a campaign will take approximately 22 months to execute. The final goal determination and subsequent public announcement would be made when gifts, pledges and commitments reach 60% of that objective. Campaign work should begin immediately to build upon the positive responses and offers of support received from many of those interviewed during the study. Commissioner Alder asked what the \$12,000,000 will build. Laren Bailey said a large bulk of the \$12 million would be infrastructure and constructing an events center that will allow them to host a number of events throughout the year which will help generate revenue and move the bulk of the fair to the new fair grounds. Rosalie Cope said Phase 1 includes the expo building. They will still have the fair building and can conduct the interim events and retain that income while moving the actual fair. Phase 2 would include the indoor arena. Commissioner Hanson asked if a study has been done on sustainability. Ms. Cope said as part of the master plan they did an economic study of the new facility at full build-out. They also did a financial feasibility study which goes into how many events they can expect to bring, what the rental rates would be and how many additional

jobs they would need, as well as expenses and where they would expect to be in moving towards the goal of being self-sustaining. Mr. Bailey said they believe the goal is attainable but they need to create a facility that can be used on a year-round basis and can generate the revenue that supports the other operations of the fair and the mission and goals they have. Commissioner Hanson asked the fair board to describe its vision. Mr. Lowber said it's quite evident that through the past decades the vision has stayed the course but it keeps getting put on the back burner year after year. The mission is to have a community facility that will offer more than just the week of the fair to the community. Agriculture, heritage and roots are very important and it is a mission to keep the country fair image. They do not want to commercialize it. The ultimate goal of the fair is having an agriculture center for education. Mr. Bailey said this county has a rich agricultural history and the community deserves to have a facility like the one being planned that can be shared for future generations. Commissioner Alder spoke about the importance of emphasizing what the value of agriculture means to Canyon County. She said there are large corporations outside of Idaho that help with the funding of those types of facilities. Mr. Lowber said the fair board would like the Commissioners to give approval to move forward with the campaign. Commissioner Alder said no decisions will be made today. Commissioner Hanson said the fair board does have the authority in some areas, other than buying property or constructing buildings, to move forward without the Commissioners' approval so that's something the fair board needs to talk about. The Commissioners will review the information that was presented today. The meeting concluded at 10:22 a.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO APRIL 4, 2013

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

APPROVED CLAIMS ORDER #1313

The Board of Commissioners approved payment of County claims in the amount of \$1,071,795.68 for accounts payable.

APPROVED ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage license:

- #13-045 Beer/Wine License: Albertson's #103
- #13-044 Beer/Wine License: Albertson's #166
- #13-043 Beer/Wine License: Albertson's #102
- #13-042 Beer/Wine License: Albertson's #176
- #13-041 Beer/Wine License: Moore Enterprises LLC DBA Blue Sky Café

APPROVED NON-EMPLOYEE KEY REQUEST

The Board approved a non-employee key request for Suzie Snead.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Patricia Nilsson.

CONTINUE MEDICAL INDIGENCY CASE NO. 2013-355

The Board met today at 8:20 a.m. to go on the record and continue medical indigency Case No. 2013-355. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Hanson and the second by Commissioner Alder the Board voted unanimously to continue Case No. 2013-355 to June 6, 2013 at 8:30

a.m. the proceeding concluded at 8:21 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2013-225

The Board met today at 8:23 a.m. to conduct a medical indigency hearing for Case No. 2013-225. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, the applicant's mother, and Deputy Clerk Monica Reeves. Neither the applicant nor the hospital representative appeared for the hearing. Deputy P.A. Brad Goodsell arrived at 8:29 a.m. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously that the original denial dated January 2, 2013 be upheld. The hearing concluded at 8:29 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2012-1493

The Board met today at 8:33 a.m. to conduct a medical indigency hearing for Case No. 2012-1493. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Deputy P.A. Brad Goodsell, the applicant and her spouse, and Deputy Clerk Monica Reeves. The hospital representative did not appear for the hearing. Upon the motion of Commissioner Hanson and the second by Commissioner Alder, the Board voted unanimously to continue the hearing to May 30, 2013 at 8:30 a.m. The hearing concluded at 8:48 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 8:50 a.m. to conduct a medical indigency hearing for Case No. 2013-236. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Indigent Services Director Michele Chadwick,

Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, Deputy P.A. Brad Goodsell, Jessie Barcroft from St. Luke's Regional Medical Center, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Upon the motion of Commissioner Alder and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to June 2, 2013 at 8:30 a.m. The hearing concluded at 8:54 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 8:55 a.m. to uphold original denials on five medical indigency cases. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, Indigent Director Michele Chadwick, Hearing Specialist Yvonne Baker, Interview Specialist Kellie George, and Deputy Clerk Monica Reeves. Neither the hospital representative nor the applicants appeared today. As the respective case presentations have been entered into the record and there are no other individuals to appear before the Board today, Ms. Chadwick recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2013-4, 2013-507, 2013-292, 2013-315 & 2013-255. The proceeding concluded at 8:56 a.m. An audio recording is on file in the Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 11:01 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, real estate matter, litigation matter, and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 11:02 a.m. pursuant to Idaho Code, Section 67-2345(1) (b), (c), (d) and (f). 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, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:58 a.m. with no decision being called for in open session.

EMPLOYEE HANDBOOK REVIEW

The Board met today at 1:33 p.m. for a review of the employee handbook (personnel rules). Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, H.R. Director Jeannine Eiband, Prosecutor Bryan Taylor, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Treasurer Tracie Lloyd, Assessor Gene Kuehn, Clerk Chris Yamamoto, and Deputy Clerk Monica Reeves. Jeannine Eiband presented a new version of the draft handbook to each official containing revisions that were discussed a previous meeting. The sections were discussed as follows:

1. **Consanguinity/employment of relatives:** Changes were made to reflect that relatives will not be allowed to work in the same division or have the same supervisor. Language was also added about giving discretion to elected officials. Sheriff Donahue does not want to penalize or terminate an employee because they are marrying a coworker. Ms. Eiband believes any employee that is hired prior to the effective date of the rules should be grandfathered but she said it will ultimately come down to the elected official's discretion. Bryan Taylor said employees who are in a relationship would not be able to work together in the same division within the office or have the same supervisor. It would be the responsibility of the elected official to move them to different departments. The policy needs to be uniform and in the personnel rules so that employees are aware of it. Sam Laugheed said the manual has two sections that deal with the issue; one on nepotism and one on dating. The section about dating already addresses this by requiring disclosure and recusal from decision making.
2. **Engagement of political activities while on duty:** This is an existing policy that states if an employee initiates candidacy against

an incumbent elected official to whom the employee is subordinate and there is a reasonable prediction of disruption of that office and consequence the employee may be requested to resign or have their employment terminated. Mr. Laugheed said the language about a reasonable prediction of disruption comes from First Amendment cases that deal with public employment and it allows a good division of authority to maintain the efficiency of an office. If having an incumbent fight off a challenger within the office and people are picking sides within the office that is a reasonable prediction of disruption and we would be able to ask that person to resign or terminate their employment with limited liability associated with it. Commissioner Hanson's concern is the protection of the employee code that deals with waste, rules violation, law violation and others. He said if someone wants to challenge him because he's not doing a good job that's just part of the political process. With that said, he does recognize that can be a problem if someone is making false statements. Mr. Laugheed said the concern is contemplated by the reasonable prediction of disruption language, and he noted that every employee is protected by the whistleblower language. The concern that someone would be unfairly forced out for articulating their First Amendment Rights is covered in the rules.

- 3. Use of mobile electronic devices for county business:** Ms. Eiband has met with staff from the Sheriff's Office, Prosecutor's Office and IT to go into more detail about a mobile electronic policy. We have county-owned devices and a number of employees who want to use personal devices so she is trying to find something that will work for the majority of people. She added language that addressed the use of personal devices. The language for county-owned devices remains the same; if you are assigned a county device it is county property and there is no expectation of privacy. A section was added on using a personal device that requires the employee to sign an agreement with the county that should the device be lost or stolen the county has the right to wipe it back to its factory settings. It also addresses the use of stipends. The stipend rate should be county-wide, with no differences between offices. If it's a county-owned device there should be minimal use of personal calls and data. It will be up to the elected official to determine who really

needs a device. Sheriff Donahue wants to make sure that the elected official is consulted before IT destroys data on a device. He also wants it clear that elected officials should be allowed to choose their own devices rather than being told what to purchase by the IT Department. Commissioner Rule said the issue is how much support is IT required to provide on a personal device, especially if they are not familiar with the equipment. Commissioner Alder has talked to CIO Rob Hopper about the issue and he does not care what devices are used, but he does want to be aware of the device so he can inform the elected official if his staff's ability to support it. Ms. Eiband said if IT staff cannot support it then it has to go back to the dealer, but that raises issues with non-county personnel accessing a device that has secured county information. She will work to change some of the verbiage to a better definition of the intended meaning, which is please don't spend \$800 on a product and then be upset when you can't use it at work because we don't have personnel trained to support it. Commissioner Alder said the most important aspect of this is to make sure county information is secure.

At 2:11 p.m. a request was made to go into Executive Session to discuss the sections that pertain to pre-termination notice and good faith hearings, as well as the time records issue. (The Prosecutor's Office has worked on memos related to these topics which are attorney-client issues).

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE/ATTORNEY-CLIENT CORRESPONDENCE

Commissioner Alder made a motion to go into Executive Session at 2:11 p.m. pursuant to Idaho Code, Section 67-2345(1) (d). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Alder, Rule and Hanson voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Kathy Alder and Craig Hanson, H.R. Director Jeannine Eiband, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Treasurer Tracie Lloyd, Assessor Gene Kuehn, Clerk Chris Yamamoto, and Deputy Clerk Monica Reeves. The Executive Session

concluded at 3:11 p.m. with no decision being called for in open session. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

TWENTIETH DAY OF MARCH TERM, A.D., 2013
CALDWELL, IDAHO APRIL 5, 2013

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

APPROVED CLAIMS ORDER #4-10-13

The Board of Commissioners approved payment of County claims in the amounts of \$11,042.40 and \$80,790.36 for accounts payable.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2013-015531, 2013-015532, 2013-015526, 2013-015527, 2013-015528, 2013-015529, 2013-015530, 2013-015517, 2013-015518, 2013-015519, 2013-015520, 2013-015521, 2013-015522, 2013-015523, 2013-015524, 2013-015525 and 2013-015516.

LEGAL STAFF UPDATE

The Board met today at 9:01 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Kathryn Alder and Craig Hanson, Deputy P.A. Dan Blocksom, and Deputy Clerk Monica Reeves. Mr. Blocksom reported that he is halfway through getting a contract ready for the fair board. Commissioner Rule said he doesn't have anything to discuss about the contract until after next week's meeting with the fair board.

Commissioners Alder and Hanson did not have any items to discuss at today's legal staff update. The meeting concluded at 9:02 a.m. An audio recording is on file in the Commissioners' Office.

COMMISSIONER MARCH 2013 TERM ADJOURNED

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

THE MINUTES OF THE FISCAL TERM OF MARCH 2013 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO.

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

ATTEST: Chris Yamamoto, Clerk Monica Reeves, Deputy

DATE: 5/8/13