

FIRST DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 13, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Bargreen Ellingson in the amount of \$1865.00 for the Facilities department
- Supportek Utah in the amount of \$7610.00 for the Information Technology department

APPROVED CLAIMS ORDER NO. 11-27-17

The Board of Commissioners approved payment of County claims in the amount of \$56,285.53, \$91,468.51 and \$186,277.15 for accounts payable.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Lane 23 LLC dba Lane 23 (see resolution no. 17-193).

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:33 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication items: he will attend the ceremony on November 16, 2017 honoring Clair Roper for her 30 years of volunteer service on the Canyon County Board of Community Guardians; a reporter from the Idaho Press-Tribune is working on a domestic violence story so he will sit in on the interview; he will post Sheriff's auction notices on the website; and he will assist with the Adoption Day event. Commissioner Dale said Blaine County is hosting the NACo Conference in Sun Valley in May of 2018 and they sent a letter asking for sponsorship assistance. The WIR conference budget is typically \$75,000 and NACo pays a portion but Blaine County is responsible for most of the costs and they are asking all counties to contribute up to \$2,500 so that's something we should consider. The meeting concluded at 8:46 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER SIGNING NOVEMBER 13, 2017 AGENDA ITEMS

The Board met today at 9:01 a.m. for a legal staff update and to consider signing the November 13, 2017 agenda items that were scheduled for 9:00 a.m. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Facilities Director Paul Navarro, Lt. Mike Armstrong, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Consider signing Resolution Authorizing the Issuance of Quitclaim Deeds to Successful Bidders at the November 9, 2017 Auction of Surplus Property:*** Brad Goodsell asked the Board to table this matter for 24 hours because an issue came up and he wants to make sure it's ironed out before the resolution is finalized. Treasurer Lloyd concurs. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to table the item for 24 hours.

***Federal Annual Certification Report and Annual Equitable Sharing Agreement:*** Lt. Mike Armstrong said this is the City County Narcotics Unit (CCNU) shared asset program for federal seizure of funds or property. Agencies have the ability to apply for a percentage of the funds; normally CCNU takes 20% right off the top when they do a seizure and then agencies in the program can apply for a certain percentage of whatever is left. There are guidelines and regulations on how the funds can be spent. David Eames has reviewed the agreement. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to sign the federal annual certification report and annual equitable sharing agreement. (Agreement No. 17-166.)

**Legal Staff Update:** Commissioner Dale informed legal that Blaine County is seeking financial support (up to \$2,500) for the NACo conference that will be held in Sun Valley in May of 2018. Commissioner Rule said he wants a good explanation of where the funds were budgeted for this expense. The Board will schedule a meeting and discuss it with the Controller at a later date. The Board went into Executive Session as follows:

EXECUTIVE SESSION – REGARDING AN ACQUISITION OF AN INTEREST IN REAL PROPERTY AND TO DISCUSS RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION

Commissioner Rule made a motion to go into Executive Session at 9:12 a.m. pursuant to Idaho Code, Section 74-206(1) (c) and (d) regarding an acquisition of an interest in real property, and to discuss records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Deputy P.A. David Eames, Facilities Director Paul Navarro, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:26 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 DEVELOPMENT SERVICES TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 9:32 a.m. for a biweekly meeting with the Director of the Development Services Department to discuss general issues, set policy, and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Director Nilsson reported on the following topics: budget and permit update, (nearly \$1.8 million in revenue was collected, and 926 building permits and 1,416 mechanical building permits were issued) due to the volume she will likely request a new fulltime position during the next budget cycle; Canyon County Farm Bureau workshop to talk through ag definitions and ag business issues in mid-December; areas of city impact updates; P&Z Commission update; and COMPASS update – freight study. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:47 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REQUEST FOR A PRELIMINARY PLAT AND FINAL PLAT FOR KODIAK SUBDIVISION, CASE NO. PH2017-31

The Board met today at 9:49 a.m. to conduct a public hearing in the matter of a request by Ooda Loop, LLC for approval of a preliminary plat, final plat, and irrigation and drainage plan for Kodiak Subdivision. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Kyle McCormick, Philip Horton, and Deputy Clerk Monica Reeves. Kyle McCormick gave the oral staff report. The property consists of four residential lots and one road lot and is zoned single-family residential which allows for one acre of minimum average lot size. The P&Z Commission approved the preliminary and final plats in August with six conditions. The applicant has complied with the conditions and they are bonding for the remaining portion of the fence along Lot No. 4. The developer has complied with all the requirements and their plat has been reviewed by the Nampa Highway District and they've signed off on the final plat. The City of Nampa required landscaping along Star Road; the applicant has submitted a plan to show it meets the requirements and they have completed that. The City of Nampa has a deferment agreement with the applicant deferring the requirements for curb, gutter and sidewalk; they will require improvements upon notification for the formation of a future LID. Staff recommends the Board approve the request and sign the final plat. The Board's agenda did not list the final plat for consideration today therefore it will have to be scheduled for another day to comply with notification requirements. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve Findings of Fact, Conclusions of Law and Order, as well as the preliminary plat, and irrigation plan and drainage plan. The final plat will be signed on November 15, 2017. The hearing concluded at 9:58 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER APPROVING FY2017 YEAR-END BUDGET TRANSFERS AND FY2018 OPERATING TRANSFERS

The Board met today at 10:34 a.m. to consider approving the FY2017 year-end budget transfers and FY2018 operating transfers. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Zach Wagoner said the FY2017 budget stayed open until November 6 and they have received all invoices/bills to be paid with 2017 funds. There are a few budget adjustments that need to be made due to some extraordinary events during 2017:

**County Fair:** A tremendous amount of work was done on the facilities so they need to transfer \$40,000 from the "A" Budget to the "B" Budget to cover the expenses.

**Coroner:** There was an unfortunate event that occurred that required forensic service and unexpected expenditures from the Coroner's budget so they need to transfer \$8,000 from the Reserves Budget to the "B" Budget.

**Public Defender:** They've had higher than anticipated costs for conflict attorneys so they are recommending a transfer of \$15,000 from the "A" Budget to the "B" Budget.

**Problem Solving Courts:** Due to testing expenditures they want to transfer \$12,000 from the "A" Budget to the "B" Budget.

Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the FY2017 year-end budget transfers. (See Resolution No. 17-194.) Mr. Wagoner reviewed the transfers he'd like to make between County departments via an accounting journal entry. The following amounts have been included in the 2018 budget:

**Juvenile Probation:** They are transferring \$7,000 to juvenile detention and \$7,000 to juvenile drug court. The County receives monies from the state for juvenile justice activities and they have spread it out between probation, detention and juvenile drug court.

**Landfill Enterprise Fund:** The County provides legal, HR, accounting, payroll, treasury and cash management services to the landfill and in turn the landfill compensates the County for those services. The Parks, Cultural and Natural Resources Department provides services at Jubilee Park for the landfill so \$35,000 goes to Parks, and \$758,701 comes to the County current expense fund for a grand total of \$793,701 which comes back to the County to support landfill functions.

Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the FY2018 operating transfers. (See Resolution No. 17-195.) The meeting concluded at 10:41 a.m. An audio recording is on file in the Commissioners' Office.

CANVASS ELECTION

The Board canvassed the November 7, 2017 Election.

PUBLIC HEARING – REQUEST BY MICHAEL FREER FOR A REZONE FROM AN “A” (AGRICULTURAL) ZONE TO AN “R-1” (SINGLE FAMILY RESIDENTIAL) ZONE

The Board met today at 1:33 p.m. to conduct a public hearing in the matter of a request by Michael Freer, Case No. PH2017-56, for a request to rezone approximately 19 acres from an “A” (Agricultural) Zone to an “R-1” (Single Family Residential) Zone located at 0 Stoffle Lane in Middleton. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Kyle McCormick, DSD Director Tricia Nilsson, Alan Mills, Shelly Fisher, Michael Freer, and Deputy Clerk Monica Reeves. Kyle McCormick gave the oral staff report. The immediate vicinity is a mix of agricultural and residential uses and the proposed rezone would be similar to existing uses in the area. The highway district approved an alternate location for access off Stoffle Lane going through the center of the parcel. The Idaho Transportation Department has no objection but noted any development of the parcel may trigger a traffic impact study. The P&Z Commission recommended approval on October 5, 2017. Staff has not identified any significant impacts as a result of the zone change and is recommending approval. Alan Mills testified in support of the request. The applicant will dedicate a small portion in the southeast corner of right-of-way to the adjoining property because Stoffle Lane is misaligned and does not go where the property line is 50/50. They met with the agencies to work out an arrangement to move the alignment west to access the adjoining property to the east. They have worked out the remaining issues with the neighbors. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Commissioner Rule questioned ITD’s reference to a traffic impact study for this development. Mr. McCormick said that was a standard remark from ITD that if the development shows that it’s going to reach a threshold of 100 trips in the peak hour (1,000 trips per day) then it will require a traffic impact study. Commissioner Rule doesn’t want to see a trend of financing traffic studies every time 10-20 acres are developed on a County road. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the request by Michael Freer, Case No. PH2017-56. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the ordinance directing amendments to the Canyon County Zoning Map and to approve the Findings of Fact, Conclusions of Law, and Order. (See Ordinance No. 17-020.) The hearing concluded at 1:45 p.m. An audio recording is on file in the Commissioners’ Office.

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

The Board met today at 2:15 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy and give direction and consider agenda items. Present were: Commissioners Tom Dale and Steve Rule, Parks Director Nicki Schwend, Deputy P.A. Allen Shoff and Deputy Clerk Jenen Ross. The Board considered the agenda items as follows:

***Award Contract for Canyon Crossroads Research Archives Digitization project:***

Director Schwend explained that in September a grant was submitted for the Idaho State Historical Society Community Enhancement Grant in the hopes of purchasing a scanner to be used at Celebration Park for scanning historical documents, one of a kind documents and 30 years' worth of documents previous director Tom Bicak has donated. It would also be available for other historic preservation groups in the county to utilize for photos or similar documents. The Parks department has been awarded \$2000 for the grant and once the scanner is purchased they will report back to the Idaho State Historical Society as to how the money was used; the county will be matching the \$2000 to purchase the scanner. Ms. Schwend will work with IT to choose the piece of equipment that will work best for the needs of the county. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the contract for Canyon County Crossroads Research Archives Digitization project (see agreement no. 17-173).

***Designation of Applicant's Agent Form for Public Assistance Program FEMA-4342-DR-ID*** – There are funding opportunities available due to the recent disaster declaration, these funds are only available after a declaration. Laura Barbour attended the workshop with Lt. Schorzman to look into the FEMA and Idaho Office of Emergency Management funds. At the end of the session it was strongly encouraged that the parks department apply for funds to help with issues down at Celebration Park such as the riverbank stabilization and fire mitigation. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the Designation of Applicant's Agent Form for Public Assistance Program FEMA-4342-DR-ID. This form will designate Nicki Schwend and Laura Barbour to act as the designated agents in applying for these funds. A copy of this form is on file with this day's minute entry.

Ms. Schwend continued on with her meeting, updating the Board on the following items:

***Grants:*** They recently received a \$20,000 grant from the Laura Moore Cunningham Foundation for the Parks Accessibility Shuttle Program. The requested amount was \$69,500 to assist in the purchase of an ADA accessible shuttle bus. Ms. Barbour is currently in the process of applying to different organizations to see if she can find grants to secure the remaining funds to purchase the van. If they are not able to secure those funds they will work with Mark Tolman to look at other options. If they are not able to purchase a vehicle they may need to go back to the Laura Moore Cunningham Foundation to readjust the use of the grant such as putting it towards the bus scholarship program. Ms. Barbour and Ms. Schwend recently attended the annual Idaho Department of Parks and Recreation State and Federal Grant Program workshop; this is something that is becoming more mandatory to apply for grants. They've changed over to an online system and the workshop covered the new application process and qualifications but to receive the thumb drive with all the information you had to attend the workshop. Director Schwend said although they probably will not apply this year they will look to apply next year to re-do the parking lot at Celebration Park.

***University of Idaho – Rangeland Fall Forum:*** The University of Idaho had a last minute snafu with planning and needed a place to have lunch in the Snake River Birds of Prey area during their Rangeland Fall Forum. Kathy Kershner took the lead and was able to get the lunch coordinated.

**BLM:** The BLM has started hosting a science working group annual symposium for the NCA. Laura Barbour was able to attend and provided a poster on the 'Canyon Crossroads Transportation Museum: Opportunities for Students and Researchers at Celebration Park'. They are hoping to continue using that poster at other events as it highlights all the possibilities and what they do at the museum.

**Dig into Idaho Event:** Ms. Schwend and Ms. Kershner attended the event at the Idaho Museum of Mining and Geology where they had an interactive booth for attendees to experience.

**Idaho Heritage Conference:** Ms. Schwend, Ms. Kershner and Ms. Barbour attended the 3<sup>rd</sup> bi-annual Idaho Heritage Conference in Boise at the end of September. As a historic preservation commission it is a pretty important conference to attend – topics included caring for your collection, digitizing archives and researching properties. Ms. Schwend also attended the Certified Local Government training. This will help in meeting the training and education requirements for the CLG.

**Historic Preservation Commission and Preservation Plan:** On September 12<sup>th</sup>, Pete L'Orange and Jamee Fiore spoke at the Historic Preservation Commission meeting on preservation planning and cultural landscapes. The HPC and Parks department have been working with Preservation Solutions and the state historic preservation office on the scoping of this project and to make sure things are done right from the beginning. There is the additional task of trying to include an archaeological component into the preservation plan which is not something that is typically done. In order to collect information they are putting the final touches on an online survey that will be put on the website and Ms. Schwend expects to choose dates at tomorrow's HPC meeting to hold a couple of public meetings in order to receive the public's input.

**Annual RC&D Meeting:** This year the meeting will be held on December 5<sup>th</sup> at the Canyon Crossroads Museum at Celebration Park.

**Canyon Crossroads Museum 'Ready Made Exhibit':** Kathy Kershner pulled together all the display pieces and the exhibit is now up and ready for viewing.

**Gun Range Advisory Board:** The Advisory Board is off to a great start. Two meetings have been held so far with the third to take place in December. At the first meeting Jim Nuzzo was elected as the Chairman and Cindy Pratt-Carrell volunteered to be the Secretary. The members are working well together and are very thoughtful in the suggestions they have and the proceedings they want to take. They are working on a vision statement to help guide the direction they'd like to go beyond just the articles of incorporation. The by-laws have been reviewed and edited and they will work with Deputy P.A. David Eames to finalize those. At this point they are trying to determine both short and long term plans for what is needed at the gun range. One conclusion they've come to is that it seems there needs to be an engineering and environmental assessment report to help determine what the priorities are. Ms. Schwend would like to work with the P.A.'s office to see about getting bids just to see what that would take; this would allow them to see what they need to budget for or what they need to write grants for. Commissioner Dale asked if it would be possible to work with the NRA so the county doesn't need to spend money unnecessarily. Ms. Schwend said they do have some grants available and she will do some looking into it. Her concern is that there are no solid plans for how the gun range was built and in order to apply for some of the grants you have to show that it was built according to the guidelines so at some point we may have to show which ways we vary from the guidelines. Her thinking is that she'd

like to work with the PA's Office to work thru some of the issues and figure out which direction to go so they have an idea of what needs to be fixed or what needs to be fixed first. At this time there won't be any money spent in just trying to explore options. The Board feels that this is a reasonable approach.

**Crossroads Museum Well:** SPF Engineering has finished the engineering documents for the drilling phase of the project. The engineering does include the pump and hook-up to the building as the original plans didn't include that. Due to changes in the bidding process Paul Navarro and David Eames suggested reaching out directly to the contractors individually to bid rather than going thru the standard RFP/RFQ process in the hopes of getting better responses. Mr. Navarro has already contacted 5-6 contractors to bid the project. There has been time to review the engineering and scope and Ms. Schwend's understanding is that Mr. Navarro is going to contact them today to see if they are going to bid or if they have bids. If this doesn't work they will then go thru the standard RFP/RFQ process.

**Maris, Inc. Volunteer Project:** The Parks department recently received a call from Maris, Inc., which is a marine engineering company in Boise, looking for volunteer projects. They were told about the riverbank stabilization issues and the flooding that's been happening. The owner of the company evaluated the project and decided it was something they'd like to help on. The county would be responsible for supplies and materials but Maris, Inc. would be performing the work. Ms. Schwend realized that would be a hard thing to pass up so once she hears back from them the project will get started.

**Fall Season and Staffing:** The fall season has come to an end and the staff really pulled together to end the season on a high note with the unexpected absence of the Programs Manager. David Baucom and Megan Thomas will remain on as part-time weekend Interpretive Specialists.

**Winter Preparations:** The docks at Lake Lowell have been removed and the Parks crew assisted the refuge with their winter preparations due to the unexpected passing of their manager. The bleachers at Jubilee Park have been removed, a stump grinder was used anywhere possible to make mowing easier, yard debris was burned, the sprinklers have been blown out, lawn and tree winterization, miscellaneous repairs and shop fans were installed at the Lake Lowell shop and at Celebration Park. They've been working with the Eagle Scouts to paint and repair fencing and disc golf signs at Lake Lowell. Repairs are being done to the atlatl deck.

**Wireless Connectivity Project at Lake Lowell:** This project has been moving along. They are finishing up at Lake Lowell today and then will moving to Celebration Park.

Ms. Schwend let the Board know that she will be submitting a couple of POs to purchase a couple of storage containers to put on the Vastine property and they would like to purchase some folding chairs for the museum so they will not have to be rented for future events. The meeting concluded at 2:42 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 14, 2017

PRESENT: Commissioner Tom Dale, Chairman

Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for Erik Ellis.

BIWEEKLY MEETING WITH THE DIRECTORS OF FACILITIES AND INFORMATION TECHNOLOGY TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 8:31 a.m. for a biweekly meeting with the directors of Facilities and Information Technology to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Facilities Director Paul Navarro, Fleet Director Mark Tolman (left at 8:40 a.m.), IT Director Greg Rast, Assistant IT Director Eric Jensen and Deputy Clerk Jenen Ross. Director Navarro updated the Board on the following items: Work is in full swing at the fairgrounds; all the metal is down and the wood is up, they are now cleaning and priming to get ready to paint. Celebration Park point to point wireless is done for their part; Idaho Tower should start working at Celebration Park today. For several years Director Tolman has wanted to do an epoxy floor in the Fleet shop. They've met with several vendors and the vendor that's been used for several years has the best product and it has been agreed that the fleet shop will be used as a training for their vendors. However, in the process, the company became concerned about the high water table in Caldwell so Materials Testing and Inspection was hired to come out and set moisture sensors in the concrete and learned that there is about 98% relative humidity in the concrete floor with no vapor barrier. In order to correct this a vapor barrier will have to be put on top of the concrete before the epoxy can be applied. Director Tolman set aside approximately \$50,000 for this project and at this point it's coming in at about \$48,000 with the moisture mitigation coming in at \$14,000. As a solution to the additional cost Director Navarro has suggested that instead of hiring a contractor to install a fence around the lot at 14<sup>th</sup> and Chicago, as budgeted for FY2018, his staff can install the fence which will be a fairly large savings. He has spoken with the Controller who is good with the solution, the Board agrees and is okay with moving forward with the project. The project is anticipated to take 1.5 to 2 weeks and the flooring will be applied Monday – Friday during working hours. Director Rast updated the Board on the following items: The Idaho Tower project is going well. The open Business Analyst position will be going back to market soon. A couple big projects his department is working on are the GIS system rebuild and replacement of the Nortel phone system in the Sheriff's Office. A PO will be coming down for the Board's approval in the next couple weeks for these projects. The old GIS servers will be repurposed for other needs within the county. He has been working with the Assessor's office to create an application for the purchasing of information; an outside agency will be used for payment collection. On January 19<sup>th</sup> they will be working with DSD on the testing phase of the new program that will be taking over for Accela with the plan to go live on February 1<sup>st</sup>. The IT department has been working with Indigent Services and the

Recorder's Office on the scanning effort to get everything digitalized including Commissioner minutes that are currently stored in the Recorder's vault. Mr. Rast brought to the Boards attention in FY2019 he will need to budget for additional data storage and back-up which he anticipates to be about \$250,000. The meeting concluded at 9:03 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER SIGNING RESOLUTION AUTHORIZING THE ISSUANCE OF QUITCLAIM DEEDS TO SUCCESSFUL BIDDERS AT THE NOVEMBER 9, 2017 AUCTION OF SURPLUS PROPERTY

The Board met today at 9:09 a.m. for a legal staff update and consider signing a resolution authorizing the issuance of quitclaim deeds to successful bidders at the November 9, 2017 auction of surplus property. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. Brad Goodsell explained there was a minor issue in that the successful bidder of parcel no. 1, Elsie Thomas, LLC, let the Treasurer's Office know that they would not have the funds by the deadline. The second highest bidder was then contacted and still willing to purchase the property. In the interim, Elsie Thomas, LLC was able to find the funds and provided a certified check to the Treasurer's Office before the end of the business day. There was some question as to the original bidder forfeiting their right by missing the 2:00 p.m. payment deadline but Mr. Goodsell advised the deadline is merely there as a convenience to the Treasurer's Office and does not actually void the sale. Mr. Goodsell stated he believes we should proceed with the issuance of the quitclaim deeds. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the resolution authorizing the issuance of the quitclaim deeds to successful bidders at the November 9, 2017 auction of surplus property (see resolution no. 17-196). There were no items for discussion at the legal staff update. The meeting concluded at 9:13 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH SOUTHWEST DISTRICT HEALTH TO DISCUSS THE REGION 3 CRISIS CENTER IMPLEMENTATION PLAN

The Board met today at 10:01 a.m. for a meeting with Southwest District Health (SWDH) to discuss the Region 3 Center Implementation Plan. Present were: Commissioners Tom Dale, Pam White and Steve Rule, SWDH Executive Director Nikki Zogg, Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Prior to the start of the crisis center discussion there was a question about the amount of funding the County provided to SWDH for FY2018 and whether the amount included their requested 3% increase. (Staff will contact the Controller's Office for further inquiry.) Director Zogg submitted a Region 3 Crisis Center Implementation Plan Proposal that is on file with this day's minute entry. She said a work group has been meeting of over a year to build a case for why a crisis center in our region would be a good idea. The Governor saw a model of a crisis center in Montana and he wanted to see something similar in Idaho and so they have worked on a long term plan to institute crisis centers in each of the seven regions/health districts. To date four crisis

centers have received funding, and three are in some phase of trying to get funded – Region 3 being one of them. At the last board of health meeting it was decided to proceed with this proposed plan which would have the health district be the administrator of the funds coming from the state legislature. Director Zogg has met with two of the six counties in the district and they are financially on board as well and with the proposed plan they would form a joint powers entity to have a sustainable plan going forward in terms of financial commitment. Commissioner Dale said Representative Rick Youngblood mentioned if we come to the legislature with agreements between parties that say they are willing to kick in funds we are much more likely to get the initial funds to get up and running. He said the Nampa and Caldwell Mayors have agreed to the amounts specified in the plan identified as potential contributions for the first year as well as ongoing years. Director Zogg said perhaps the joint powers entity can decide when they will approach the other cities to contribute in the future. Her concern is if we don't have a formal commitment in place some might just drop out and we wouldn't have funding to sustain it. She said the plan is still in the draft form and they are open to ideas. Commissioner White asked if they have checked with the Nampa Family Justice Center and Advocates Against Family Violence. Director Zogg said they could dig deeper as far as the nonprofit organizations are concerned, and she added that a lot of their voices have been heard through the behavioral health board and she's working closely with the chairman in the drafting of the plan so they feel good about it. Commissioner White asked if the counties are going to pick up the lion's share of the costs. Director Zogg said the legislative services office feels committed to contributing \$750,000 of the ongoing costs after the first year so they are working off that assumption that they would be in the joint powers entity. They are estimating \$1.5 million to operate a crisis center with half of that burden on the counties and the other half being split between the cities and the hospitals and the insurance payers to see if they can pick up a good portion of this cost and if that works out then the cost to the public entities will hopefully go way down. She said they do not currently have a facility but they are looking for one in Canyon County. Commissioner Rule said he has watched the state fund programs and then dump those costs on counties and cities so unless there's a commitment from the state for more than two years he will not support a \$1.5 million startup program and commit to fund another \$750,000. He said if the state commits to a 5 year or 10 year period then he's all in but not until that happens. Director Zogg said those are valid points and she will talk to Representative Youngblood about it. The intent would be that health and welfare would join in on the joint powers entity, similar to how they have with the Allumbaugh House. Commissioner Dale spoke about why he supports the idea of a crisis center because of the money it would save if we had an alternative to taking people to jail or to the ER for involuntary holds. Commissioner Rule left at 10:23 a.m. Commissioner White spoke about her concern with sustainable funding coming from any government above the County. She thinks a tremendous amount of work has gone into the proposed plan but she believes it needs to include more information from the insurance companies. Director Zogg said she will talk to the legislative services office and Representative Youngblood about the intentions of a long term commitment and if they're going to be onboard with going to a joint powers entity agreement. Commissioner White said the blanks have to be filled in because there are insurance carriers and hospitals in our community with a zero next to them. She said the plan has a powerful and strong beginning but if we can fill in more of the gaps it will make it easier to come to a complete decision. She also said the deal breaker is we don't have a facility so that blank has to be filled in really fast.

Director Zogg said if funding is received we need to be operational by December of next year. One thing that has been written into the plan is coordination of medical care, not just mental health care. She has been informed that some of the other hospitals are interested in supporting crisis center services and so we need to see if they are willing to provide a transitional bed in the hospital for us. The number one challenge we face is working out the details of sustainability. Commissioner Dale said the big issue is the funding, followed by the location. Canyon County is looking for 20 beds, but Commissioner White questions if that will be sufficient so she wants to make sure the model grows to include that. The meeting concluded at 10:45 a.m. An audio recording is on file in the Commissioners' Office.

THIRD DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 15, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED CLAIMS ORDER NO. 11-16-17

The Board of Commissioners approved payment of County claims in the amount of \$32,769.61 for accounts payable.

APPROVED CLAIMS ORDER NO. 11-27-17

The Board of Commissioners approved payment of County claims in the amount of \$42,947.32, \$75,575.36, \$24,229.24 and \$44,571.00 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- DigiCert in the amount of \$1425.00 for the Information Technology department
- Smart Deploy in the amount of \$3200.00 for the Information Technology department
- Wall 2 Wall Flooring in the amount of \$14,400.00 for the Facilities department
- Overhead Door Company in the amount of \$8400.00 for the Facilities department
- Wall 2 Wall Flooring in the amount of \$48,170.00 for the Fleet department

INDIGENT DECISIONS

The Board met today at 8:47 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Customer Service Specialist Robin Sneegas, Customer Service Specialist Kelly Galloway and Deputy Clerk Jenen Ross. Ms. Sneegas said the following cases do not meet the eligibility criteria for county assistance: 2018-0016, 2018-0018, 2018-0014, 2018-0001, 2018-0007, 2018-0122, 2018-0002, 2018-0005, 2018-0015, 2018-0019, 2018-0017, 2018-0136, 2018-0010 and 2108-0121 upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to issue denials with written decisions to be issued within 30 days. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:02 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley (left at 9:09 a.m.), Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. Zach Wesley said there has been some communication recently regarding the City of Star's proposed annexations, specifically Willowbrook Development and River Ranch. The county still has not had any communication with the City of Star so Mr. Wesley has presented a letter to the city for the Board's consideration that reiterates the concerns the county has and asks them to contact Director Nilsson. The Board signed the letter and a copy is on file with this day's minutes. The city is planning to hold a meeting on November 21<sup>st</sup> which Ms. Nilsson plans to attend to see what they officially choose to do. If the city does continue to go thru with the annexation the next step would be to seek judicial review or possibly compel them to enter into an area of impact agreement as the law allows either the county to the city to make that process mandatory so the county can initiate the process. Brad Goodsell brought to the Boards attention a meeting coming up on December 8<sup>th</sup> to consider granting a property tax exemption to Syngenta related to their greenhouse expansion. Under the new law the county is required to inform all the taxing districts about the meeting. Mr. Goodsell asked for the Board to sign the notice which will be mailed to all the taxing districts, a copy of this letter is on file with this day's minute entry. The meeting concluded at 9:11 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO DISCUSS INFORMATION TECHNOLOGY STAFFING FOR COUNTY SECURITY

The Board met today at 9:33 a.m. for a meeting to discuss Information Technology staffing for county security. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, IT Director Greg Rast, Assistant IT Director Eric Jensen, IT Operations Manager Don Dutton, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Rast said he is asking the Board to reconsider an additional position for his department. Last year 3 positions were added to his department and he was able to do that without having to open the budget or adding anything to his budget. He is requesting a security position and feels he can do this without opening the budget or adding anything to it; he feels he has a plan to be able to add this position by using savings from other places. Currently there are 3.5 system administrators on staff

with 200 servers in the existing infrastructure which breaks down to about 57 servers per administrator. There are a lot of items the system administrators are responsible for including critical server updates, security practices, workstation patch management, VPN security, firewall security, documentation and research that surround those, data breach investigations, data security and participation in the camera security project. He feels if we don't focus on these items the county will continue to keep sliding. Right now we are a year behind on critical security items and if this position isn't approved and has to wait until FY2019 we will be nearly 2 years behind. Without the addition of this new position, he feels that at this point he'll either need to stop the projects or stop working things in a proactive state so we can step back and get the servers up to date. Director Rast has a plan to do this internally by promoting from within his department and backfilling a lower paid position. He believes the budget for his department will stabilize at about \$4.5 million with 35 positions and won't hinder any projects. There are only a couple other circumstances in which additional positions would need to be requested – those being if it is a revenue making venture, such as where instead of using a contractor we could use a Canyon County employee; the other situation would be if County IT was asked to support outside agencies, such as the Ambulance District. Although he does not want to expand government he does feel there is a liability here that needs to be addressed. Zach Wagoner confirmed there is room within the current fiscal year budget to make the changes work, however, his concern is in regards to the FY2019 budget as now there would be an additional position to be budgeted for and funded. Commissioner White feels that it would not be good stewardship if we are aware there are compromises or weaknesses in the security and not address them in some way. Mr. Wagoner reiterated that we need to use a great deal of caution when talking about adding positions. Personnel cost don't stay static, they don't decrease, they go up. During the development of the 2018 budget there were requests for 23 new positions, even in departments where revenues were up new positions were held back and instead moved people around and found other ways to get the job done. For the FY2018 budget none of the 23 requested position were approved. Commissioner White feels that security should be one of the top concerns with regard to protecting the business of the county. Commissioner Dale said he is on the fence at this point and understands the point of both the Clerk and the Controller but also does not want to compromise security. This meeting was not agendaized to make a decision so the Board has requested to have an additional meeting on November 20<sup>th</sup> at 10:00 a.m. to consider the request and make a decision. The meeting concluded at 10:15 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER FINAL PLAT FOR KODIAK SUBDIVISION

The Board met today at 10:24 a.m. to consider the final plat for Kodiak Subdivision. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Kyle McCormick, Phil Horton, and Deputy Clerk Monica Reeves. The Board approved the preliminary plat and irrigation/drainage plan for this development on Monday and the final plat was scheduled for today. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously approve the final plat for Kodiak Subdivision. The meeting concluded at 10:25 a.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 16, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for Esmeralda Romo, Francisca Harper, Victor Holliday, Anita Hollis, Scott Gatewood, Matthew “Burt” Merkley, and Karen Serratos.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising our Bar to be used November 17 and November 18, 2017 at Still Water Hollow for a Christmas Bazaar.

INDIGENT MATTERS

The Board met today at 8:51 a.m. to consider indigent matters. Present were: Commissioners Pam White and Steve Rule, Director of Indigent Services Yvonne Baker, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Cases 2017-1307 and 2017-1391 have met the criteria for county assistance and upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to approve the cases as read into the record with written decisions to be issued within 30 days. Upon the motion by Commissioner Rule and Second by Commissioner White the Board voted unanimously to deny the following cases with written decisions to be issued within 30 days: Case nos. 2017-1335 and 2017-1390. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to continue the following cases from December 28, 2017 to January 25, 2018: 2017-1625, 2017-1639, 2017-1605, 2017-1595, 2017-1614, 2017-1575 and 2017-1611. The meeting concluded at 8:54 a.m. An audio recording is on file in the Commissioners’ Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1263

The Board met today at 9:06 a.m. to conduct a medical indigency hearing for Case No. 2017-1263. Present were: Commissioners Pam White and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Kassi Glasgow for St. Lukes, Attorney Mark Peterson for St. Lukes and Deputy Clerk Jenen Ross. Deputy P.A. David Eames arrived at 9:22 a.m. The applicant did not appear. Upon the motion of Commissioner

Rule and the second by Commissioner White, the Board voted unanimously to continue the case to January 11, 2018. The hearing concluded at 9:23 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-620

The Board met today at 9:25 a.m. to conduct a medical indigency hearing for Case No. 2017-620. Present were: Commissioners Pam White and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. David Eames, Michelle Davis for St. Lukes, Attorney Mark Peterson for St. Lukes and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to deny the case with a written decision to be issued within 30 days. The hearing concluded at 9:42 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER INDIGENT MATTERS

The Board met today at 9:45 a.m. to consider indigent matters. Present were: Commissioners Pam White and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. David Eames and Deputy Clerk Jenen Ross. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue final denials on the following cases with written decisions to be issued within 30 days: 2017-1240, 2017-1241, 2017-1385, 2017-1310, 2017-1410, 2017-1354, 2017-1321, 2017-1311 and 2017-1353. The meeting concluded at 9:47 a.m. An audio recording is on file in the Commissioners' Office.

#### EXECUTIVE SESSION TO CONSIDER PERSONNEL MATTER PURSUANT TO IDAHO CODE, SECTION 74-206(1)(A) AND (D): INTERVIEW AND CANDIDATE EVALUATION FOR PLANNING AND ZONING COMMISSION

Commissioner White made a motion to go into Executive Session at 1:39 p.m. to consider a personnel matter pursuant to Idaho Code, Section 74-206 (1)(a) and (d): interview and candidate evaluation for the Canyon County Planning and Zoning Commission. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, Patrick Williamson, and Deputy Clerk Monica Reeves. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, Patrick Williamson, and Deputy Clerk Monica Reeves. The Executive Session concluded at 2:06 p.m. While in open session Commissioner Rule said he thinks Mr. Williamson will be a good addition to the P&Z Commission due to his background in farming. Director Nilsson said she will talk to the Prosecutor's Office about doing a preliminary background check as well as a follow up appointment resolution. The meeting

concluded at 2:09 a.m. An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

FIFTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 17, 2017

PRESENT: Commissioner Tom Dale, Chairman – out of the office  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED CLAIMS ORDER NO. 11-27-17

The Board of Commissioners approved payment of County claims in the amount of \$60,895.30, \$46,454.94, \$88,935.41, \$39,528.49, and \$9,692.52 for accounts payable.

MONTHLY MEETING WITH ADMINISTRATIVE DISTRICT JUDGE AND TRIAL COURT ADMINISTRATOR TO DISCUSS GENERAL ISSUES

The Board met today at 8:11 a.m. for a monthly meeting with the Administrative District Judge and Trial Court Administrator to discuss general issues. Present were: Commissioners Pam White and Steve Rule, Judge Bradley Ford, TCA Doug Tyler and Deputy Clerk Jenen Ross. Judge Ford and TCA Doug Tyler updated the Board on the following items: Today is adoption day. They are continuing with the implementation of Odyssey and working with the Supreme Court and Tyler Technology to address any issues. Judge Ford believes most of the judges are getting back up to a full schedule. The courtrooms on the 3<sup>rd</sup> floor are done and being used and they should have the final cost numbers within the next month. Commissioner Rule said that after the first of the year he would like to invite the ADJ, courts and Sheriff for a meeting to discuss jail space needs and what might be occurring. Judge Ford let the Board know that this is his next to last meeting but that he is always available to meet with the Board. The meeting concluded at 8:35 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:03 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Pam White and Steve Rule, IT Director Greg Rast (left at 9:09 a.m.), IT Business Manager Caitlin Pendell (left at 9:09 a.m.), Chief Deputy Sheriff Marv Dashiell, Deputy P.A. Allen Shoff and Deputy Clerk Jenen Ross.

***Consider signing a resolution classifying records of the Information Technology Department and authorizing the imaging and/or destruction of certain files/records:***

Allen Shoff said this resolution is all part of getting caught up and these resolutions will start to be done on a yearly basis. If there is a document that is being used in litigation it will not be destroyed, the documents to be destroyed are classified as temporary or semi-permanent, which is 5 years. The files being considered with this resolution conclude fiscal year 2011/2012. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the resolution (see resolution no. 17-197).

***Consider signing aircraft hull and liability insurance application with ACE for the Canyon County Sheriff's office Dragan Flyer X6 and consider signing terrorism insurance coverage disclosure:*** Allen Shoff said from a legal perspective these documents are ready to be signed. Chief Dashiell said the annual amount is about \$1800 for both the hull and the liability coverage. Commissioner Rule said he would like to see the payments made on a monthly basis instead of yearly until the Sheriff's Office decides on the purchase of a new drone. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the aircraft hull and liability insurance application with ACE for the Canyon County Sheriff's Office Dragan Flyer X6 and terrorism insurance coverage disclosure, a copy of this document is on file with this day's minute entry.

The meeting concluded at 9:13 a.m. An audio recording is available in the Commissioners' Office.

SIXTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 20, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

#### OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Sr. Administrative Specialist Jamie Miller, PIO Joe Decker and Deputy Clerk Jenen Ross. The Board reviewed the weekly calendar with staff. Joe Decker said he will be meeting with Bobbi Jo Brown and Drew Maffei from the Recorder's office to discuss ideas for explaining the new passport process; he will be posting the Sheriff's sales on website and holiday closures. The Sheriff will be meeting with Tori Cope from the Idaho Press-Tribune so he will sit in on that meeting. Scott Logan would like to do an interview to discuss the jail options but at this point it's too early in the process and Commissioner White would like to complete her due diligence; Commissioner Rule said he is willing to speak with Mr. Logan regarding judicial mandate. Commissioner Dale asked him to do some research on the STAR program for the new licenses to see if

there is anything the Board needs to do in regards to that. The meeting concluded at 8:40 a.m. An audio recording is on file in the Commissioners' Office.

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

*Note for the record: As properly noticed the Board met today at 9:08 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:09 a.m. pursuant to Idaho Code, Section 74-206(1) (d). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Dale, White and Rule, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:13 a.m. with no decision being called for in open session.

#### MEETING TO DISCUSS REQUEST FOR SPONSORSHIP ASSISTANCE FOR NACO-WIR 2018 CONFERENCE

The Board met today at 9:35 a.m. to discuss a request for sponsorship assistance for NACO-WIR 2018 conference. Present were: Commissioners Tom Dale, Pam White and Steve Rule Controller Zach Wagoner and Deputy Clerk Jenen Ross. The Board asked Zach Wagoner exactly which fund the sponsorship would be drawn from, Mr. Wagoner confirmed they would be drawn from the current expense fund, from the general department.

Commissioner Rule said he has mixed feelings on this but can't think of another time when the county has assisted another state organization in sponsoring a conference. He feels that there may be other organizations in Canyon County that could better benefit from these dollars whereas Sun Valley will benefit greatly from holding this conference. Commissioner White feels that perhaps instead of a sponsorship the Board could participate by volunteering their time before or during the conference. Commissioner Dale said he has already volunteered but does not want to send funds. The meeting concluded at 9:40 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO CONSIDER APPROVING A NEW POSITION FOR THE INFORMATION TECHNOLOGY DEPARTMENT

The Board met today at 10:02 a.m. to consider approving a new position for the Information Technology department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Recoding Supervisor Bobbi Jo Brown, Assistant IT Director Eric Jensen, Assessor

Brian Stender, HR Director Sue Baumgart, Treasurer Traci Lloyd, Other concerned parties and Deputy Clerk Jenen Ross. Director Rast said he and the Controller met after the previous meeting to discuss need vs. budget. Last year there were three positions added to IT and he was able to do that without adding anything to the budget. Mr. Rast stated that he would not be adding anything to the budget for this year or next year by adding this new position as it will balance out with projects that will be finishing. If this position is not approved he will be coming back to the Board asking for direction as to where his focus should be as far as security, development of systems or put security in more of a reactive state and deal with it as it comes as it's being done right now. If security is the priority there are other projects that will be put on hold. Commissioner Rule made a motion to approve the position, the motion was seconded by Commissioner Dale for discussion. Commissioner Dale feels it is very worthwhile to consider this and in weighing the pros and cons he appreciates the fact that Director Rast has brought a proposal that keeps the budget the same and appreciates the need for the security. Commissioner White says she believes that security is of the utmost importance and trusts what he has been doing in keeping the county safe. She reiterated the fact that when the budget was done all new positions were cut. She recognizes the need for the position but she also recognizes the need for consistency so at this time she will not be supporting an additional position. Commissioner Dale says he appreciates what both Commissioners Rule and White have expressed and there was a strong discussion on holding new hires to a zero level this year and it is a commitment and feels he is going to have to uphold his commitment on this. Director Rast said that he will be coming back to the Board looking for direction and will be coming back next year to ask for this position again. He feels he has done his due diligence in explaining the need for this position. A roll call vote was taken on the earlier motion with Commissioners Dale and White voting against and Commissioner Rule voting in favor. The motion failed in a 2-to-1 split vote. The meeting concluded at 10:14 a.m. An audio recording is on file in the Commissioners' Office.

#### MONTHLY MEETING WITH FLEET DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:33 a.m. for a monthly meeting with the Fleet Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fleet Director Mark Tolman and Deputy Clerk Jenen Ross. Director Tolman updated the Board on the following items: The Windows 10 conversion has been completed and with that the OPW and CCG systems have also been upgraded and seem to be working faster. They are in the process of moving fuel cards to a new single fuel card program called Fuelman. Equipment bids are nearly all in. Several Crown Victorias will be going up for auction soon. There have been 8 crashes since the beginning of the fiscal year, it's been mostly minor incidents that are coming in right under the deductible so they're being fixed in-house. Commissioner Dale asked if some additional training would be helpful. Director Tolman does feel additional training would be helpful but due to the trade-off of time to complete the training it has never been pursued as mandatory training. Commissioner Dale would like to see annual refresher courses happening. Director Tolman said he would re-address the issue and see about finding some quick courses to send out.

The meeting concluded at 10:41 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE, SECTION 74-206(1)(C): TO DISCUSS POTENTIAL ACQUISITION OF AN INTEREST IN REAL PROPERTY

Commissioner White made a motion to go into Executive Session at 11:03 a.m. pursuant to Idaho Code, Section 74-206(1) (c). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Dale, White and Rule, Deputy P.A. Brad Goodsell, Chief Deputy P.A. Sam Laugheed, Assistant Parks Director Kathy Kershner, Parks Director Nicki Schwend, Outdoor Recreation Planner Laura Barbour, Tom Bicak and Deputy Clerk Jenen Ross. The Executive Session concluded at 11:41 a.m. with no decision being called for in open session.

SEVENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 21, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED CLAIMS ORDER NO. 1804

The Board of Commissioners approved payment of County claims in the amount of \$1,638,961.53 for a County payroll.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- American Jail Association in the amount of \$1950.00 for the Sheriff's Office
- Lowe's Home Centers, LLC in the amount of \$1370.28 for the Parks department
- HP in the amount of \$1092.88 for the Information Technology department
- Imprint City in the amount of \$2888.66 for the Facilities department

BIWEEKLY MEETING WITH THE HUMAN RESOURCES 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 Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart updated the Board on the following items: She has been having weekly meetings with the PA's office to discuss updates to the employee manual. She has also been having regular meetings with Jamie Chapman regarding leadership training. Before she presents anything to the Board she would like to have an entire proposal ready to present. They are trying to determine if one full day or two half days of training would be better. Open enrollment just ended. Her department is continuing to work on the wellness program for next year. Quite a few resumes have been received for the Weed and Gopher Director position. Commissioners Dale and Rule have both requested to have paper copies of the applications/resumes and Commissioner White is fine with electronic copies. The meeting concluded at 8:55 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:02 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Clerk Chris Yamamoto (left at 9:23 a.m.), Chief Deputy Clerk Drew Maffei (left at 9:23 a.m.), Elections Supervisor Cassie Whitney (left at 9:23 a.m.), Chief Deputy P.A. Sam Laugheed (arrived at 9:08 a.m.) and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

***Notice of Intent to Award Polling Place Compliant Consultant RFP:*** Clerk Yamamoto explained that the Department of Justice has asked all Clerks throughout the country to sign agreements so they can approve all polling places or when a polling place is changed they have to provide approval. He feels we're trying to fix something that isn't a problem as Canyon County has only received one complaint in regards to polling place accessibility, which was quickly remedied. There were three respondents to the RFP and all three have been interviewed. The committee feels the best choice for Canyon County is the group with the \$55,000 proposal from the company *Meeting the Challenge*. The budgeted amount for this project is \$40,000 but Clerk Yamamoto and Mr. Porter believe there may be some room for negotiation. There is no real deadline for compliance but Clerk Yamamoto thinks it is going to be in the county's best interest to hire one of these firms to satisfy the Department of Justice. Controller Wagoner has looked at the consolidated fund and there is money available since this proposal is over the budgeted amount. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the notice of intent to award Polling Place Compliant Consultant RFP.

***Resolution to make reappointments to the Canyon County Historic Preservation Commission:*** Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the resolution appointing Zach Wesley, Nicki Schwend, Bruce Poe and Reggie Jayne to the Canyon County Historic Preservation Commission (see resolution no. 17-198).

EXECUTIVE SESSION – PERSONNEL MATTER AND TO COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

*Note for the record: As properly noticed the Board met today at 9:22 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:23 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (i). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Rule, White and Dale, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:26 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.

MONTHLY MEETING WITH DIRECTOR OF JUVENILE DETENTION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:05 a.m. for a monthly meeting with the Director of Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director of Juvenile Detention Steve Jett and Deputy Clerk Jenen Ross. Director Jett updated the Board on the following items: Numbers are up pretty significantly, currently they are in the high 40's. They have been keeping close track of ratios due to PREA requirements and have found that they've been significantly out of compliance in the school area; the school ratio is 1:8. He may need to ask for a couple positions in FY2019 to keep in compliance. The garden is done for the season but they are starting to get ready for next year. The weight is not as much as previous years but they've been working with the organizations that the food is donated to learning what is the most useful produce to them. The Caldwell school district has decided that they will no longer allow the juvenile detention teachers to take time off as they want. Teachers are now required to take the exact same holiday vacations as the rest of the school district which could mean that there is no school for a week at a time. Staff is working to keep something going in the school at all times. Candy Martilla will be retiring at the end of the year, Director Jett is hoping to work with her to continue the horse program she runs each year. There is a federal purchasing program that Mr. Jett would like to buy from but in order to do that he needs an email to be sent authorizing it. Commissioner Dale asked him to work with legal on this so that it is completed properly. The meeting concluded at 10:15 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:36 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Public Defender Aaron Bazzoli, Office Administrator Deepak Budwani, Assistant Public Defender Scott James and Deputy Clerk Jenen Ross. Mr. Bazzoli updated the Board on the following items: Mr. James will be joining the office on December 4, 2017. Mr. Budwani recently attended a conference on case load management and vertical defense that he will be sharing with Mr. Bazzoli in a meeting tomorrow. Mr. Bazzoli provided a review of final and current budget numbers; he is looking for ways to reduce the amount of attorney's needed for child protection and conflict cases. He is continuing to work on getting contracts in place for conflict attorneys. They have recently run into an issue of the Just Ware program running out of memory but Mr. Budwani has been working with IT to find a solution for both the short and long term. The meeting concluded at 3:00 p.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 3:04 p.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Solid Waste Director David Loper and Deputy Clerk Jenen Ross. Director Loper updated the Board on the following items: tonnage percentages, they finished FY2017 up about 7% and this October is up 14.3% over last October. All of the TOPCON items have been delivered and installed. An MOU is being worked out with the PA and Sheriff's Office regarding the inmate work program. Director Loper is working with Director Navarro on a small construction project to add on to the office. At the beginning of December the well pump should be installed with the first sampling of the ground water happening. The meeting concluded at 3:17 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

EIGHTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 22, 2017

PRESENT: Commissioner Tom Dale, Chairman – out of the office  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED SALARY RATE REQUEST AND/OR KEY & SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or key & security access request form for Abigail Thiry and Krista Howard

CONSIDER SIGNING A RESOLUTION FOR A REFUND TO DAVID PATTERSON

Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign a resolution for refund to David Patterson for application fees (See Resolution No. 17-199).

NINTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 27, 2017

PRESENT: Commissioner Tom Dale, Chairman- out of the office  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED SALARY RATE REQUEST AND/OR KEY & SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or key & security access request form for Santiago Munoz.

APPROVED SEPTEMBER 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of September 2017 were read and approved and found to be a proper record of the proceedings of the Board of Commissioners of Canyon County, Idaho. Also approved was the synopsis for publication. Minutes of the Board of Canyon County Commissioners' meetings are on file in the Commissioners' Office and may be viewed upon request.

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:01 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Allen Shoff, Assessor Brian Stender (left at 9:06 a.m.), Appraiser Mike Cowan (left at 9:06 a.m.), Clerk's Executive Administrator Taryn Peterson, Chief Deputy Assessor Joe Cox (arrived at 9:04 a.m. and left at 9:06 a.m.) and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

***Resolution granting Canyon County Assessor Brian Stender authority to contract for expert services:*** Brian Stender explained we are in a District Court case over a property evaluation method and he would like to engage with a fee appraiser to obtain his knowledge regarding this situation. Allen Shoff said the IAC litigation fund will assist in

paying for a large portion of the appraiser's fee. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the resolution granting Canyon County Assessor Brian Stender authority to contract for expert services (see resolution no. 17-200).

***Independent contractor agreement for court interpreter Leticia Arciga:*** Allen Shoff said this contract is for a Spanish speaking interpreter. Ms. Arciga is conditionally approved and will be used as a back-up interpreter as there are multiple courtrooms that may need Spanish speaking interpreters at the same time. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the independent contractor agreement for court interpreter Leticia Arciga (see agreement no. 17-167).

There were no items for discussion in the legal staff update. The meeting concluded at 9:12 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH TINA WILSON TO CONSIDER SPONSORING A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR ECONOMIC DEVELOPMENT

The Board met today at 10:04 a.m. with Tina Wilson from the Western Alliance for Economic Development regarding a request to sponsor a community development block grant application for economic development in connection with Project Dry. Present were: Commissioners Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Tina Wilson said Project Dry is planning a major expansion that will create 50 new jobs and as part of the expansion they'll need to connect to a city sewer system. She said the grant can only be applied for by a city or the County and in this case because it's located in the County the Idaho Department of Commerce has said Canyon County will have to be the applicant and the city will become a co-applicant. The grant award would be used for partial construction of a sewer line and the funds would flow through the County for payment. The application deadline is December 18 but a public hearing has to be held before the due date. Brad Goodsell asked Ms. Wilson questions about why the city is not applying for the block grant. He also spoke about the requirements for a cooperation agreement between Canyon County and the city, as well as an agreement with the business and how we cannot give notice of a hearing when we don't have any agreements in place for this project. It was decided that Mr. Goodsell and the Clerk will participate in a telephone call this afternoon with Ms. Wilson and the Department of Commerce to see if Mr. Goodsell's questions can be answered. The meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

TENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 28, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Granger's Supply in the amount of \$1342.32 for the Facilities department

APPROVED SALARY RATE REQUEST AND/OR KEY & SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or key & security access request form for Jessie Scott James.

APPROVED CLAIMS ORDER NO. 12-11-17

The Board of Commissioners approved payment of County claims in the amount of \$118,877.95, \$7755.41, \$23,330.47, \$68,163.45, \$56,552.09 and \$280,834.81 for accounts payable.

BIWEEKLY MEETING WITH THE DIRECTORS OF FACILITIES AND INFORMATION TECHNOLOGY TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 8:33 a.m. for a biweekly meeting with the Directors of Facilities and Information Technology to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Facilities Director Paul Navarro, IT Director Greg Rast, Assistant IT Director Eric Jensen and Deputy Clerk Jenen Ross. Director Navarro updated the Board on the following items: work is being done at the fairgrounds; the snowplow is on the new truck and they are stocked up on ice melt; Triad Security will be here next week for two weeks and Director Navarro will be touring them around the campus; a PO will be coming before the Board soon for some additional lighting on 12<sup>th</sup> Ave; a Christmas tree has been requested for the lobby of the Admin building, the Board is okay with Mr. Navarro purchasing a tree.

Director Rast updated the Board on the following items: there has been an issue with the Aumentum software but they are working with Thomson-Reuters to correct the issue; microwave connectivity links are up and being used; Director Rast is having issues with the current vendor account rep that hosts the OnBase site so the county will be changing vendors; a PO will be coming to the Board soon for the GIS system; Mr. Rast has requested direction from the Board in regards to security vs. operational but will wait for a time when the entire Board is present. The meeting concluded at 8:47 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND TO CONSIDER SIGNING A RESOLUTION APPROVING ANDREW RODRIGUES' HARDSHIP FEE WAIVER REQUEST FOR AN ADMINISTRATIVE APPLICATION FEE

The Board met today at 9:03 a.m. for a legal staff update and to consider signing a resolution approving Andrew Rodrigues' hardship fee waiver request for an administrative application fee. Present were: Commissioners Tom Dale and Steve Rule, Commissioner Pam White arrived at 9:10 a.m., Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, DSD Director Tricia Nilsson (left at 9:08 a.m.) and Deputy Clerk Jenen Ross.

***CONSIDER SIGNING A RESOLUTION APPROVING ANDREW RODRIGUES' HARDSHIP FEE WAIVER REQUEST FOR AN ADMINISTRATIVE APPLICATION FEE:***

Tricia Nilsson explained that Mr. Rodrigues is living on a friend's property in order to help take care of his land but in order to be compliant the county requires a temporary use permit to live in an RV for up to 90 days. The application fee is \$550 and Mr. Rodrigues has requested a fee waiver based on hardship; he has provided financial information as back up for the application. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the resolution for a hardship fee waiver for Mr. Rodrigues (see resolution no. 17-201).

As part of the legal staff update Brad Goodsell presented a letter giving notice to all of the taxing districts of a public hearing for Capital Distribution, Inc. (A copy of this letter is on file with this day's minute entry). Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the notice. Mr. Goodsell also said that he participated in a conference call yesterday afternoon with the Department of Commerce and Tina Wilson regarding a rural community block grant for Project Dry. During this call it was determined that the municipality involved is eligible to apply and has agreed to apply for the grant; additionally it made better sense since they will need to have an agreement with Project Dry. At this point the county is out of this process with the exception of possibly DSD but representatives for this project and grant will be in contact with DSD when necessary. It is too late to make the December deadline so they will apply by the March deadline instead.

The meeting concluded at 9:13 a.m. An audio recording is on file in the Commissioners' Office.

SWEAR IN PLANNING AND ZONING COMMISSIONERS

The Board met today at 1:36 p.m. to swear in Rick Fried, John Carpenter and Robert Sturgill as members of the Canyon County Planning and Zoning Commission. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, Kathy Frost from DSD, Robert Sturgill, John Carpenter, Rick Fried, and Deputy Clerk Monica Reeves. Commissioner Rule gave the oath of office to Rick Fried; Commissioner White gave the oath of office to John Carpenter; and Commissioner Dale gave the oath of office to Robert Sturgill. The meeting concluded at 1:42 p.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO NOVEMBER 29, 2017

PRESENT: Commissioner Tom Dale, Chairman – out of the office  
Commissioner Pam White, Vice Chair  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Moad, LLC, also known as O'Michael's Pub and Grill to be used December 2, 2017 for a holiday party.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Idaho Tower (ITCC) in the amount of \$16,042.21 for the Information Technology department
- Idaho Tower (ITCC) in the amount of \$28,479.28 for the Information Technology department
- Dell in the amount of \$30,848.66 for the Information Technology department
- Dell in the amount of \$15,758.40 for the Information Technology department
- ConvergeOne in the amount of \$24,440.00 for the Information Technology department

APPROVED SALARY RATE REQUEST FORMS

The Board approved a salary rate request form for Tina Mancuso, Ruth Everhart, and Kieara Hamill.

CONSIDER INDIGENT DECISIONS

The Board met today at 8:47 a.m. to consider indigent decisions. Present were: Commissioner Pam White and Steve Rule, Customer Service Specialist Robin Sneegas, Customer Service Specialist Kelly Galloway and Deputy Clerk Jenen Ross. The following cases do not meet the eligibility requirements for county assistance: 2018-0087, 2018-0006, 2018-0182, 2018-0067, 2018-0088, 2018-0008, 2018-0038, 2018-0202, 2018-0062, 2018-0089, 2018-0055, 2018-0029, 2018-0053, 2018-0069, 2017-1666, 2018-0065, 2018-0041, 2018-0166, 2018-0137, 2017-1667, 2018-0159, 2018-0068, 2018-0161, 2018-0056, 2018-0057, 2017-1724, 2018-0177, 2018-0091, 2018-0054 and 2018-0189 upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue initial denials with written decisions to be issued within 30 days.

Case no. 2018-92 is pending a resource and upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue a suspension on the case as read into the record. The meeting concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:08 a.m. for a legal staff update. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross. Mike Porter noted for the record that today at 8:00 a.m. was the deadline for objections to the Notice of Intent to Award Contract for Polling Places Consultant RFP and no objections have been received. The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

#### TWELFTH DAY OF THE NOVEMBER TERM, A.D., 2017 CALDWELL, IDAHO NOVEMBER 30, 2017

PRESENT: Commissioner Tom Dale, Chairman – out of the office  
Commissioner Pam White, Vice Chair  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

#### APPROVED SALARY RATE REQUEST FORMS

The Board approved a salary rate request form for Flor Gaona and Brittany Sandoval.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 11:45 a.m. to consider medical indigency matters. Present were: Commissioners Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Indigent Services Hearing Specialist Kellie George and Deputy Clerk Jenen Ross. Kellie George said the following cases were scheduled for 9:00 a.m. today but due to unforeseen circumstances were not able to be heard.

Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to issue an amended final approval for case no. 2017-609.

Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue final denials with written decisions to be issued within the next 30 days on five denials (case nos. 2017-1392, 2017-1436, 2017-1420, 2010-1357 and 2017-1416) and two suspensions (case nos. 2017-988 and 2017-1404) as read into the record.

Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to continue the following cases to January 11, 2018: case nos. 2017-1450, 2017-1333, 2017-1383, 2017-1230, 2017-1226, 2017-1389, 2017-1556, 2017-1227 and 2017-1483 and case no. 2017-1332 to February 8, 2018.

Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to approve the following cases with written decisions to be issued within 30 days: 2017-1512, 2017-1040 and 2017-1554.

The meeting concluded at 11:52 a.m. An audio recording is on file in the Commissioners' Office.

THIRTEENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 1, 2017

PRESENT: Commissioner Tom Dale, via conference call  
Commissioner Pam White  
Commissioner Steve Rule – out of the office  
Deputy Clerk Monica Reeves / Jenen Ross

CONSIDER RESOLUTION APPOINTING PATRICK WILLIAMSON TO THE CANYON COUNTY PLANNING AND ZONING COMMISSION; SWEARING IN CEREMONY FOR PATRICK WILLIAMSON

The Board met today at 9:13 a.m. to consider a resolution appointing Patrick Williamson to the Canyon County Planning and Zoning Commission to be followed by a swearing in ceremony for Mr. Williamson. Present were: Commissioner Pam White, Commissioner Tom Dale, via conference call, DSD Director Tricia Nilsson, Patrick Williamson, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to appoint Patrick Williamson to the Canyon County P&Z Commission. The term is effective November 15, 2017 and will expire on November 15, 2020. (See Resolution No. 17-202.) Commissioner White administered the oath of office to Mr. Williamson, a copy of which is on file with this day's minute entry. The meeting concluded at 9:15 a.m. An audio recording is on file in the Commissioners' Office.

FOURTEENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 4, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

## APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Corwin Ford in the amount of \$31,799.00 for the Fleet department
- Henriksen Butler in the amount of \$5,848.60 for the Information Technology department

## COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:37 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Pam White, PIO Joe Decker, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication issues: beginning in January the driver's license office will close at 4:00 p.m. so he will meet with Lt. Schorzman about doing a press release; he will review KBOI talking points; post the holiday closure schedule; tomorrow the Secretary of State's Office will do an online voter registration push so he will take their materials and push them out through the County; he will post the Sheriff's sales information online; he has informed the media that he will be away from the office for two weeks; and he will post a picture on Facebook for the Christmas tree that was decorated by the mental health court participants. The meeting concluded at 8:44 a.m. An audio recording is on file in the Commissioners' Office.

## LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:00 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Mike Porter, Deputy P.A. Allen Shoff, Chief Deputy Sheriff Marv Dashiell (left at 9:11 a.m.), Clerk's Exec. Assistant Taryn Peterson (left at 9:11 a.m.), Chief Deputy Clerk Drew Maffei (left at 9:11 a.m.), Fair Director Diana Sinner (left at 9:11 a.m.), Family Court Manager Mary Hoffman (left at 9:11 a.m.), Chief Deputy P.A. Sam Laugheed (arrived at 9:11 a.m.) and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

***FY2018 Canyon County Sheriff's Office Idaho Transportation Department Traffic Enforcement Mobilization Agreement (TEMA):*** Mike Porter said with this agreement the county is agreeing to assign a trained deputy for traffic enforcement activities with the state agreeing to pay the overtime. Chief Dashiell said that at times throughout the year there will be different projects such as seatbelt enforcement, DUI or aggressive driving and they'll put out notices that grant funds are available for a window of time. The agencies that choose to participate will have one or more officers go out and perform duties, up to a full shift, working towards the specific enforcement. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the FY2018

Canyon County Sheriff's Office Idaho Transportation Department Traffic Enforcement Mobilization Agreement (TEMA) (see agreement no. 17-171).

***FY2018 Parenting Apart agreement with Cami Hurst:*** Mary Hoffman said this is the co-parent education class that is provided for parties that are divorcing with children or are filing custody cases or modifications to their cases. This is for an instructor for these classes. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the FY2018 Parenting Apart agreement with Cami Hurst (see agreement no. 17-168).

***Canyon County Fair talent coordinator agreement with Rico Weisman of Boise Arts & Entertainment:*** Diana Sinner said Mr. Weisman books for the smaller stages. The contract went up by about \$150 but there had been no increase in 4-5 years. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the Canyon County Fair talent coordinator agreement with Rico Weisman of Boise Arts & Entertainment (see agreement no. 17-169).

***Independent contract agreement for court interpreter Nada Conner:*** Allen Shoff said this contract is part of continuing to build the interpreter roster. Ms. Conner speaks Bosnian/Serbian/Croatian; she is certified and resides in Washington State. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the independent contract agreement for court interpreter Nada Conner (see contract no. 17-170).

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

*A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:11 a.m. pursuant to Idaho Code, Section 74-206(1)(d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Dale and White, Deputy P.A. Mike Porter, Deputy P.A. Allen Shoff, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:37 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.

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

The Board met today at 9:37 a.m. for a monthly meeting with the Fair Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Pam White, Fair Director Diana Sinner, Nicole Foy from the Idaho Press-Tribune and Deputy Clerk Jenen Ross. Ms. Sinner updated the Board on the following items: She and Ms. Coulter just returned from the annual fair convention. Ms. Sinner met with the

entertainment buyer and hope to have the mainstage act finalized by Christmas. She also met with the ticketing agency to review what went well this year and what can be done better next year. Ms. Coulter made some really good contacts with sponsors on a national level as well as with other fairs sponsorship directors. They received awards for the TV commercial, radio commercial and printed ad. Ms. Sinner spoke with a representative from the Jackson County fair in Oregon which is a fair that rebuilt from the ground up and are now very successful. She would like to have him come here to present to the fair board and fair staff on the ways they've made their fair so successful. Facilities has gotten new walls up and they are being painted. They are starting to book rental dates for the spring but making sure to allow enough time for fair set-up. A new idea they've had for the fair is to add a cultural event for Sunday and they've met with Radio Rancho to assist with this. Commissioner White asked if there has been any more discussion regarding adding a day to the fair. Director Sinner said they didn't budget for it this year but believes they would still be okay; it would be a matter of figuring out stage entertainment and working with the vendors and the carnival to see if they can do this. They've also thought about opening in the late day on Wednesday as a kind of "sneak peek" day; there are already livestock shows happening that day and she thinks the vendors could meet that deadline. Mr. Weisman has already started booking acts. Fair staff has been working with IT staff to get the website completed. They are also looking to have a kid's area with interactive events all thru the day. Ms. Sinner said the Fair Board had a really good meeting in November and are reassessing the values and direction and trying to create a new identity of the Board. She also believes we need to advertise for more board members as there are only 4 right now since Ms. Coulter became staff. Commissioner Dale said he'd like to see Ms. Sinner attend local Chamber of Commerce meetings to get the word out about the need for additional board members and that not all members need to be agricultural minded, they are just looking to have anyone who is community minded. The Board asked Ms. Sinner to put something together for advertising. The meeting concluded at 9:57 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING FY2017 ENGAGEMENT LETTER WITH EIDE BAILLY

The Board met today at 2:32 p.m. to consider signing FY2017 engagement letter with Eide Bailly. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross. Zach Wagoner said we are at the end of our fiscal year and it's time for the annual financial audit. It is their recommendation that the county utilize the services of Eide Bailly; this would be their 5<sup>th</sup> year conducting the annual audit. Mr. Wagoner feels that they are the leader in governmental auditing within the Treasure Valley. Page 4 of the engagement letter references the fee of \$50,390 which is a 3% increase from last year, but he feels that is a reasonable increase. Mr. Laugheed stated they made a few adjustments to the contract and there is no legal reason not to sign the engagement letter. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the FY2017 engagement letter with Eide Bailly (see agreement no. 17-172). The meeting concluded at 2:34 p.m. An audio recording is on file in the Commissioners' Office.

FIFTEENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 5, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

#### FILE IN MINUTES

The Board filed the Treasurer's monthly report for October 2017 in today's minutes.

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

The Board met today at 8:52 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart updated the Board on the following items: Open enrollment is done with the exception of the long term disability due to an increase in the premium. Letters were mailed to employees letting them know their increase and that they are able to cancel if they don't want to pay the increase. She is continuing to meet with Jamie Chapman regarding the leadership training plan. She is also continuing to work on the employee manual and getting all the benefits up to date. There have been 23 resumes received for the open weed and gopher director position. Ms. Baumgart has been working with Jim Martell to review the resumes and they've separated them out by level of qualifications. Commissioners Dale and Rule would just like to see the top two tiers in hard-copy; Commissioner White is fine with emailed copies. The Board would like to review the resumes as part of the legal staff update on Monday. The meeting concluded at 9:02 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:03 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross.

#### EXECUTIVE SESSION – 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 records exempt from public disclosure. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 74-206(1)(d). The motion was seconded by Commissioner

White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Dale, White and Rule, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:13 a.m. with no decision being called for in open session.

At the conclusion of the executive session the Board instructed staff to set up a meeting within the next few weeks with David Ferdinand to discuss the Industrial Development Corporation Board. The meeting concluded at 9:14 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING A RESOLUTION TO ISSUE A REFUND FOR A BUILDING PERMIT TO RYAN ROBINSON

The Board met today at 9:32 a.m. to consider signing a resolution to issue a refund for a building permit to Ryan Robinson. Present were: Commissioners Tom Dale and Steve Rule, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. Director Nilsson said Mr. Robinson revised his building plans and has designed a smaller house; the fees were adjusted to reflect that as the permit is based on square footage. The Development Services department is asking for \$580.00 to be refunded. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the resolution issuing a refund for a building permit to Ryan Robinson (see resolution no. 17-203). The meeting concluded at 9:33 a.m. An audio recording is on file in the Commissioners' Office.

SIXTEENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 6, 2017

PRESENT: Commissioner Tom Dale, Chairman – Tax policy conference  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

No meetings scheduled

APPROVED CLAIMS ORDER NO. 12-11-17

The Board of Commissioners approved payment of County claims in the amount of \$3,953.20, \$59,536.94, \$115,834.71, \$129,313.36, \$92,002.49, and \$45,334.60 for accounts payable.

SEVENTEENTH DAY OF THE NOVEMBER TERM, A.D., 2017

CALDWELL, IDAHO DECEMBER 7, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED CLAIMS ORDER NO. 1805

The Board of Commissioners approved a payment of claim in the amount of \$1,558,470.74 for payroll.

APPROVED TRANSFER OF SICK LEAVE TIME TO VACATION TIME

The Board approved the transfer of sick leave time to vacation time for Rickey Britton.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Sushi Sushi, LLC, dba Sushi Sushi (see Resolution No. 17-204).

POSTPONE PUBLIC HEARING - APPEAL OF CASE NO. PH2017-36 REGARDING A CONDITIONAL USE PERMIT FOR RAY & KEITH STILWELL

The Board met today at 10:31 a.m. to go on the record to postpone the public hearing in the matter of an appeal of Case No. PH2017-36 regarding a conditional use permit for Ray and Keith Stilwell. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Daniel Litster, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to postpone the hearing to March 12, 2018 at 10:30 a.m. The hearing concluded at 10:33 a.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF THE NOVEMBER TERM, A.D., 2017  
CALDWELL, IDAHO DECEMBER 8, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

## APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Idaho Tower Construction Co. in the amount of \$22,750.00 for the Information Technology department

## CONSIDER INDIGENT DECISIONS

The Board met today at 8:46 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Steve Rule, Customer Service Specialist Robin Sneegas (left at 8:48 a.m.), Customer Service Specialist Kelly Galloway (left at 8:48 a.m.), Chief Deputy Clerk Drew Maffei (left at 8:48 a.m.), Director of Indigent Services Yvonne Baker, Indigent Services Case Manager Terri Salisbury, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The following cases do not meet eligible criteria for county assistance: 2018-0128, 2018-0196, 2018-0113, 2018-0130, 2018-0131, 2018-0187, 2018-0116, 2018-0118, 2018-0229, 2018-0093, 2018-0104, 2018-0111, 2018-0197, 2018-0119, 2018-0192, 2018-0120, 2018-0109, 2018-0106, 2018-0127, 2018-0099, 2018-0108, 2018-0225, 2017-1697 and 2017-1708 Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to issue initial denials with written decisions to be issued within 30 days. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to approve the cremation for case no. 2017-246. Director Baker and Ms. Salisbury made the Board aware of case no. 2018-267 that may be coming before them for cremation approval. The meeting concluded at 9:02 a.m. An audio recording is on file in the Commissioners' Office.

## CONSIDER SIGNING A RESOLUTION GRANTING SYNGENTA CROP PRODUCTION, LLC, A PROPERTY TAX EXEMPTION PURSUANT TO IDAHO CODE §63-602NN

The Board met today at 9:05 a.m. to consider signing a resolution granting Syngenta Crop Production, LLC, a property tax exemption pursuant to Idaho Code §63-602NN. Present were: Commissioners Tom Dale and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Attorney Bill Gigray, III, Pat Charlton, the Superintendent of Vallivue School District, Weed and Gopher Control Superintendent Jim Martell, Legal Assistant Marci Guzman, Legal Assistant Shantra Hannibal, other citizens, and Deputy Clerk Monica Reeves. Commissioner Dale noted that the Board is in receipt of two letters of objection, one from the Canyon Highway District and one from the Star Fire Protection District. Brad Goodsell said the letters appear to take the position that the exemption does not comply with the County ordinance and that Syngenta is not eligible for a 50% exemption; however, under Section IX of the ordinance, New Investment in Existing Business, the investment level requires only a \$3 million investment, it does not require job creation. Under Section X Additional Exemption for Demonstrated Indirect Benefits, there is a 20% additional exemption that is based on the multiplier greater than one (1.00) so between those two sections that's a 50% exemption which is what is being proposed. Bill

Gigray is the attorney for Canyon Highway District and for the Star Fire District which both received notice of this pending request on behalf of Syngenta for this tax exemption. They filed a notice of objection for purposes of standing and to provide the Board with information in regards to their property tax and their current budgets and what the impact of a reduction of 50% of their property tax would amount to in terms of property tax revenue to those two districts. If it's a full \$35 million it would be roughly \$35,000 per year for the Star Fire District and roughly \$25,000 a year to the Canyon Highway District. The notice indicated the application was being made pursuant to Idaho Code Section 63-602NN and then they had to make a public records request in order to obtain a copy of the application which indicates it's under Idaho Code Section 63-606A not 63-602NN. Their objection is that the notice identifies one application under one set of statutes but then they find out it's actually under another statute. If it really is under Section 63-606A then he agrees that that statute doesn't require the County to give any notice, on the other hand, if the Board is reviewing this application under Section 63-606A he submits that the application doesn't establish a factual basis that the property benefit to the citizens or the taxing districts is at such a degree that the exemption would be necessary and just. He said the application appears speculative and it looks like some decision has to be made in Switzerland as to whether or not they're going to do it in the first place. It is not real detailed as to what the plan is and what the benefit will be other than it might be a greenhouse with an additional potential 10 employees. Commissioner Dale said his understanding of property tax exemptions is to provide incentive to build in Canyon County, and one of the decision points for the home company is whether this is the right place based on the cost of the taxes. He said it's interesting when talking about exempting 50% of some taxes because if Syngenta doesn't get this exemption and because of that exemption loss they choose to build at the other location then we have 100% of nothing. The County is not exempting any existing property, all we are considering exempting is the new construction and the new facility and so if that does come then all the taxing entities will benefit because they will receive 50% of that total bill. It's a win-win for everybody. Commissioner Rule said he is pro-industry and pro-business but we have two letters from districts who want more information. Mr. Goodsell said the proposed resolution is to grant an exemption of 50% to Syngenta if they decide to expand, and it's also conditional on them making an investment that's listed in their plan, which is attached to the resolution, and creating the jobs they said they will create. Unless they do the investment and create the jobs they are not entitled to the exemption. Superintendent Pat Charlton said the Vallivue School District is not opposed to the tax exemption it just appears they are asking for a Level 2 rather than the Level 1 that they qualify for because it's only 10 jobs and with their level of improvement they would only qualify for three years rather than the five years they are asking for under Level 2 so they are fine with Level 1, they just don't think Syngenta meets the threshold under the ordinance for Level 2. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to sign the resolution granting the property tax exemption. (See Resolution No. 17-205.) The meeting concluded at 9:18 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE CONSIDER SIGNING TRIA REJECTION FOR 2017-2018

The Board met today at 9:35 a.m. for a legal staff update and to consider signing the TRIA rejection for 2017-2018. Present were: Commissioners Tom Dale and Pam White, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Sam Laugheed said this is the Terrorism Risk Insurance Coverage Act rejection of coverage; it's related to a federal law that they have to provide this opportunity to public entities to insure for terrorism events. However, it is difficult to certify an event that is qualifying under this insurance coverage, the threshold for 2017 is \$140 million in insured loss and the premium is \$107,000. If the Board chooses to reject the coverage, which is Mr. Laugheed's recommendation, if an event were to occur it would just fall under the regular ICRMP coverage. If there were an act of terrorism it wouldn't be paid out on an item by item basis, there is a \$50 million pool that covers all the counties and we would get a prorated share of it. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to sign the TRIA rejection for 2017-2018.

Zach Wesley brought an insurance proposal for the Healthcare Trustees, it is a policy that has been carried since the initiation of the plan. The county is covered for errors, omissions, theft, etc. under the ICRMP policy but this policy covers the Healthcare Trustees as a separate legal entity to include things such as breach of their fiduciary duties, errors, omissions, etc. The policy this year is approximately \$95 less than last year. He is asking for Board direction to renew. Upon the motion by Commissioner White and second by Commissioner Dale the Board voted unanimously to renew the contract. There is nothing to be signed at this point, authorization to renew will be done by email. Mr. Wesley also brought to the Board's attention that at 11:00 a.m. today there was a hearing for Baker Land Management scheduled. Commissioner Rule has indicated that he will not be able to attend but Todd Lakey, who represents Baker Land Management, has indicated that they wanted to continue with the hearing anyway. Unfortunately since the agenda has been noted for more than 24 hours that the hearing would be postponed we will not be able to conduct the hearing today. Mr. Lakey is aware of the situation but will be in attendance at 11:00 a.m. today for a new hearing date to be set.

Mr. Laugheed said he recently received an email from Bill Valdez of the DLR Group after which he forwarded an attorney-client message to the Board and Sheriff regarding the matter. He is wondering if there has been any agreement among the Board as to setting a meeting or waiting until January. Commissioner Dale said he would like to open an RFI (request for information) allowing other groups to review the DLR analysis and see what else could be offered. Commissioner White agrees the county needs to do its due diligence but this study has already been paid for and we know what the need is and their perceived cost. She wants to be able to preserve the integrity of the study and have the study not be a waste of tax payer dollars. Commissioner White would like more examination of the cost of building a new jail. Mr. Laugheed said that still based on the DLR report we can ask other organizations what projects they've worked on a national basis are similar in scope to what our concept design is, what was the cost and where are they located. It would work as more reference to validate what we already have. Mr. Laugheed would like to agendize an open meeting to have this sort of conversation with the stakeholders. The Board would like to see an open meeting happen before Christmas and Commissioner Dale asked Mr. Laugheed to prepare a draft for the RFI. Mr. Laugheed will work with Board staff to get a meeting

scheduled. The meeting concluded at 9:53 a.m. An audio recording is on file in the Commissioners' Office.

RESCHEDULE PUBLIC HEARING REGARDING THE REQUEST BY BAKER LAND MANAGEMENT, LLC FOR A CONDITIONAL REZONE WITH A DEVELOPMENT AGREEMENT, CASE NO. CR-PH2017-41

The Board met today at 11:05 a.m. to go on the record to reschedule the public hearing regarding the request by Baker Land Management, LLC, for a conditional rezone with a development agreement, Case No. CR-PH2017-41. Present were: Commissioners Tom Dale and Pam White, DSD Director Tricia Nilsson, DSD Planner Debbie Root, Deputy P.A. Zach Wesley, Todd Lakey, interested citizens, and Deputy Clerk Monica Reeves. Commissioner Rule was unable to attend today's hearing but he wants to participate in it so the Board will consider a postponement. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to postpone the hearing to Thursday, January 18, 2018 at 2:00 p.m. The proceeding concluded at 11:06 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE, SECTION 74-206(1) (C): TO DISCUSS POTENTIAL ACQUISITION OF AN INTEREST IN REAL PROPERTY

Commissioner White made a motion to go into Executive Session at 11:32 a.m. pursuant to Idaho Code, Section 74-206(1) (c) to discuss acquisition of an interest in real property. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Parks Director Nicki Schwend, Assistant Parks Director Kathy Kershner, Outdoor Recreation Planner Laura Barbour, Tom Bicak, Mark Clark, Steve Clark, Legal Assistants Marci Guzman, Jody Hedges, and Shantra Hannibal, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:56 a.m. with no decision being called for in open session.

MEETING TO DISCUSS TILING OF THE CANYON COUNTY FAIRGROUNDS

The Board met today at 1:33 p.m. to discuss tiling of the canal that runs through the Canyon County fairgrounds, more specifically the events center property. Present were: Commissioners Tom Dale and Steve Rule, Facilities Director Paul Navarro, Caldwell Finance Director ElJay Waite, Caldwell Public Works Director Brent Orton, and Deputy Clerk Monica Reeves. Commissioner Rule said he suggested tiling the canal (Wilson Drain), which takes up a lot of ground, because it would greatly expand the footprint for the fairgrounds. He spoke to a contractor who bid a similar project and their bid was \$475 per foot for digging a new trench, dewatering, putting in concrete tile, backfilling, and re-routing the water. There is pile of dirt on the property that's left over from the College of Idaho library project that

could be used to help keep the costs of the tiling down. Commissioner Dale said Fair Director Diana Sinner has talked about the potential of building a new fair building on site and using some ground for a concert venue. Brent Orton said it's a great idea and for the way we want to use the space it makes a lot of sense not to have the open water. The Bureau of Reclamation owns the canal but the City of Caldwell and Pioneer Irrigation District are petitioning to transfer title so it will belong to the city. He said they will get a consent to use agreement with the Bureau of Reclamation and a permit from the Corp of Engineers and then it can be realigned. The cost is estimated to be around \$500,000 and ElJay Waite said the city will pay for half the cost. Commissioner Rule said perhaps it could be a 60/40 split with the city doing the engineering and permitting. Mr. Orton said the city wants to get a good sense of what the optimal scenario is in terms of where buildings will be placed so they can make sure to realign it in a way that gives the most flexibility for future use. He spoke about how the city is looking to expand parking with Union Pacific into their right-of-way and bring it behind the ball fields all the way to Linden Street. Commissioner Rule asked Mr. Waite and Mr. Orton to talk to Mayor Nancolas and consider putting together a proposal on what the city would charge for engineering and permitting and how much funding they could put toward the project. Mr. Orton thinks the project could possibly happen in the fall of 2018, depending on whether the Bureau of Reclamation can process it in time. He estimates the construction phase will take three months. Commissioner Dale would like another meeting with this group as well as Fair Director Sinner and Mayor Nancolas so they can talk about the master plan for the fair. The meeting concluded at 1:56 p.m. An audio recording is on file in the Commissioners' Office.

The minutes of the fiscal term of November 2017 were read and approved and found to be a proper record of the proceedings of the board of Canyon County Commissioners, Canyon County Idaho.

Dated this 12 day of January, 2018 and signed by Canyon County Board of Commissioners Steven J. Rule and Tom Dale; Attest: Chris Yamamoto, Clerk; J. Ross, Deputy Clerk