

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 1, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman – Via Webex
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS NO. 567020

The Board of Commissioners approved payment of County claims in the amount of \$1,705.00 for accounts payable.

APPROVED CLAIMS NO. 567058

The Board of Commissioners approved payment of County claims in the amount of \$49,265.58 for accounts payable.

APPROVED CLAIMS NO. 566939 TO 566991

The Board of Commissioners approved payment of County claims in the amount of \$34,902.97 for accounts payable. **Commissioner Van Beek indicated her approval with an outstanding question for cost justification on the purchase of the Samsung TV invoice 4707890/PO16-4515 in the amount of \$5,505.63.*

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Overhead Door of Idaho in the amount of \$3,675.00 for the Facilities Department
- Hanson Janitorial in the amount of \$2,899.40 for the Sheriff's Office
- Priority Dispatch in the amount of \$3,420.00 for the Sheriff's Office

APPROVED LIQUOR CATERING PERMITS

The Board approved a liquor catering permit for County Line Wine Company, LLC for use on October 10, 2020 at Hathaway House, and on October 17, 2020 at Smith's Barn; and a permit for Raising Our Bar for use on October 4, October 10, October 11, October 17, October 18, and October 24, 2020 at Still Water Hollow.

MEETING TO CONSIDER INDIGENT MATTERS

The Board met today at 8:47 a.m. to consider indigent matters. Present were: Commissioners Pam White and Leslie Van Beek, Commissioner Tom Dale participated via teleconference, Director of Indigent Services Yvonne Baker and Deputy Clerk Jenen Ross. The following cases do not meet the eligibility criteria for county assistance: 2020-1124, 2020-1134, 2020-1060, 2020-1050, 2020-1031, 2020-1121 and 2020-1051. Upon the motion of Commissioner Van Beek and second by

Commissioner Dale the Board voted unanimously to issue initial denials on the cases as read into the record. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER ACTION ITEMS

The Board met today at 9:01 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Pam White and Leslie Van Beek, Commissioner Tom Dale participated via Webex, Director of Indigent Services Yvonne Baker (left at 9:07 a.m.), Court Operations Supervisor Denise Kennel (left at 9:11 a.m.), Chief Deputy Sheriff Marv Dashiell, Deputy P.A. Dan Blocksom, Deputy P.A. Tyler Powers, CCSO Dispatch Roxanne Wade and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider signing Computer Arts Inc. master service agreement: This is for the software that is used in Indigent Services and the agreement is similar to what has been signed in previous years. Director Baker spoke about how other options for a software services have been explored but for various reasons they are not viable options. Upon the motion of Commissioner Van Beek and second by Commissioner Dale the Board voted unanimously to sign the Computer Arts Inc. master service agreement (see agreement no. 20-135).

Consider signing independent contractor agreement for interpreter services with Michael Schell: This is a template contract that is similar to others that have recently been signed. Upon the motion of Commissioner Van Beek and second by Commissioner Dale the Board voted unanimously to sign the independent contractor agreement for interpreter services with Michael Schell (see agreement no. 20-134).

Consider signing 2020 Idaho Public Safety Communication Commission Program grant award document: Mr. Powers explained the grant award amount is \$16,605 based on an application made by CCSO. Ms. Wade said she shared some of Mr. Power's concerns regarding the wording with the Idaho Public Safety Communication Commission and they indicated they were going to review some of the wording and statutes in regard to what IPSCC has in their contract. Mr. Power's explained that as far as any legal concerns go it all seems to be purely administrative oversight and some of the statutes that are referenced have been repealed and replaced so they just need to be updated in the document. The only real liability to the county would be the amount of the grant. Discussion ensued as to whether there is a timeframe to return the grant paperwork and when a revised document may be received. Upon the motion of Commissioner Van Beek and second by Commissioner White the Board voted unanimously to continue this action item to Tuesday, October 6, 2020.

The meeting concluded at 9:22 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – REQUEST BY DAVID AND VERNA SLAGEL FOR A CONDITIONAL REZONE, CASE NO. CR2020-0006

The Board met today at 10:01 a.m. to conduct a public hearing in the matter of a request by David and Verna Slagel for a conditional rezone of Parcel R29025010B from "A" (Agricultural) to "R-R" (Rural Residential), Case No. CR2020-0006. Present were: Commissioners Pam White and Leslie Van Beek, David Slagel, Verna Slagel, and Deputy Clerk Monica Reeves. Present Via Webex: Commissioner Tom Dale, DSD Planner Dan Lister and DSD Director Tricia Nilsson. Dan Lister gave the oral staff report. The property does not have a building permit available so the applicant has to go through this process to obtain one. He will keep 13 acres in agricultural use and will place the accessory structures and the main dwelling on the dry ground that's not used for agricultural purposes. Mr. Lister reported on the history of the property as well as agency comments. Staff is recommending approval subject to the conditions of the development agreement. The legal descriptions in the agreement and the ordinance were not prepared by staff so the applicant needs to sign a release before either document can be presented to the Board for signature. David Slagel testified that he wants to build a house on the three acres (dry area) where a shop is already located. Following testimony, Commissioner Van Beek made a motion to close public testimony. The motion was seconded by Commissioner Dale and carried unanimously. Commissioner Van Beek made a motion to sign the findings of fact, conclusions of law and order and to agendize the signing of the ordinance and development agreement. The motion was seconded by Commissioner Dale and carried unanimously. (Commissioner Dale authorized the use of his stamp on the document.) The hearing concluded at 10:12 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DISCUSS COUNTY'S FLOOD PLAIN ORDINANCE

The Board met today at 2:37 p.m. to discuss the County's flood plain ordinance. Present were: Commissioners Pam White and Leslie Van Beek, TJ Wellard, and Deputy Clerk Monica Reeves. Present via Webex: Commissioner Tom Dale, DSD Director Tricia Nilsson and Keri Smith. Keri Smith and TJ Wellard requested the meeting to discuss a situation they encountered in which the County's flood plain ordinance overlooked some issues. They are seeking amendments to the ordinance regarding the process to establish base flood elevation; flood protection elevation; and the requirement for flood vents. Their concern is that there is no added benefit by having these higher standards in the ordinance when people can circumvent the County and go through FEMA. Discussion ensued. Ms. Smith and Mr. Wellard spoke of how DSD staff's hands are tied and so they propose working with staff on proposed ordinance amendments. Director Nilsson said it would be helpful to have the specific amendments they are proposing and so she offered forward them the redline version of the ordinance for their comments. Any ordinance amendment would take a minimum of four months to get two hearings scheduled and conducted. The Board is open to reviewing some proposed ordinance amendments. No Board action was required or taken

today. The meeting concluded at 3:25 p.m. An audio recording is on file in the Commissioners' Office.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 2, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman – Via Webex
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS NO. 567021 TO 567057

The Board of Commissioners approved payment of County claims in the amount of \$113,219.22 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order:

- Grainger in the amount of \$3,222.94 for the Weed Control Department

APPROVED LIQUOR CATERING PERMIT

The Board approved a liquor catering permit for Raising Our Bar for use on October 6, 2020 at Still Water Hollow.

APPROVE VACATION LEAVE TO SICK LEAVE TRANSFER FORMS

The Board approved vacation leave to sick leave transfer forms for Diana Sinner and Jodi McAbee.

APPROVE EMPLOYEE STATUS CHANGE FORM/KEY & SECURITY ACCESS REQUEST FORM

The Board approved an employee status change form and key & security access request form for Keana Wininger, an interpretive specialist.

APPROVED JUNE 2020 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of June 2020 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.

CONSIDER OCTOBER 2, 2020 AGENDA ITEMS

The Board met today at 9:00 a.m. to consider the October 2, 2020 agenda items. Present were: Commissioners Pam White and Leslie Van Beek, Clerk Chris Yamamoto, Elections Supervisor Haley Hicks, Deputy P.A. Mike Porter, Kathy Frost from DSD, PIO Joe Decker, Tina Holmquist, Carrie Johnson, and Sendy Martinez from the County Agent's Office, and Deputy Clerk Monica Reeves. Present via Webex: Nicole Camarda, Commissioner Tom Dale who joined at 9:02 a.m., and Rachel Spacek from the Idaho Press-Tribune. The items were considered as follows:

Consider proclamation declaring National 4-H Week in Canyon County:

Commissioner Van Beek read the proclamation into the record. Carrie Johnson and Sendy Martinez spoke on behalf of the County Agent's Office. Upon the motion of Commissioner Van Beek and the second by Commissioner Dale, the Board voted unanimously to sign the proclamation proclaiming October 4 through the October 10, 2020 as National 4-H Week in Canyon County.

Consider resolution designating polling locations for the November 3, 2020 election:

Clerk Yamamoto reported on the amount of work and coordination efforts the Elections Office is doing to prepare for the November 3 election. Topics included: social media announcements, training of poll workers, volunteering efforts, early voting locations, absentee ballots, a drop box location at the Elections Office, and the logistics of providing voting opportunities for those who are COVID-19 positive where people will hopefully call ahead and then go to their specified location and stay in their car and vote. (Staff has disinfectant, PPE, and 1600 styluses available.) Clerk Yamamoto addressed the common question of why the Elections Office cannot automatically mail out absentee ballots to the voter base: it is against the law. To get an absentee ballot you must request one. The Clerk also addressed the number of polling places of which there are 21, and he provided maps for the Board's review. The Elections Office balanced the logistics and took into consideration how far voters will have to drive. There are over 105,000 registered voters in Canyon County and he anticipates they could see 40,000 people who vote early thereby paring down the number of voters on Election Day. Early voting starts on October 19; O'Connor Field House in Caldwell will open on October 13 for early voting. Commissioner Dale thanked the Clerk and his staff for their work and said the information presented today is a lot different than what a lot of emails the Board received were assuming. Upon the motion of Commissioner Van Beek and the second by Commissioner Dale, the Board voted unanimously to sign the resolution designating polling locations for the November 3, 2020 election. (See Resolution No. 20-153.)

Consider resolution granting a refund to Nancy Jolin on behalf of Dennis Jolin for a withdrawn application:

Kathy Frost reported that Mr. Jolin applied for a variance and then passed away and his daughter is settling his estate. The family is not going forward with the variance request so they are seeking a refund of \$550. Upon the motion of Commissioner Van Beek and the second by Commissioner Dale, the Board voted unanimously to sign the resolution granting a refund to Nancy Jolin on behalf of Dennis Jolin for a withdrawn application. (See Resolution No. 20-154.)

The meeting concluded at 9:37 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER SIGNING DOMESTIC VIOLENCE AWARENESS MONTH PROCLAMATION

The Board met today at 9:46 a.m. to consider signing the Domestic Violence Awareness Month proclamation. Present were: Commissioners Pam White and Leslie Van Beek, Commissioner Tom Dale joined the meeting at 9:54 a.m., Sheriff Kieran Donahue, PIO Joe Decker, Sgt. Cary Salazar and Deputy Clerk Jenen Ross. Sheriff Donahue said this is something that has happened for several years to bring attention to domestic violence. The Domestic Violence Awareness event will take place at 10:00 Monday in Justice Park and he requested one of the Commissioners to read the proclamation that day. Invites have been sent to mayors and legislators and they will debut new patrol vehicles that represent domestic violence awareness. Discussion ensued regarding the uptick in domestic violence since the beginning of COVID with people sheltering at home and no outside resources for reporting. Commissioner Van Beek made a motion to sign the Domestic Violence Awareness Month proclamation. The motion was seconded by Commissioner White and carried unanimously. Sheriff Donahue read the proclamation into the record. The meeting concluded at 9:58 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – REQUEST BY ROGER HOWELL FOR A COMPREHENSIVE PLAN MAP AMENDMENT AND REZONE, CASE NOS. OR2020-0006 AND RZ2020-0013

The Board met today at 10:03 a.m. to consider a request by Roger Howell for a comprehensive plan map amendment for Parcel R37692011A from "Agricultural" to "Residential", and a rezone from an "A" (Agricultural) Zone to an "R-1" (Single Family Residential) Zone, Case Nos. OR2020-0006 and RZ2020-0013. Present were: Commissioners Pam White and Leslie Van Beek, Roger Howell, William Mason, Jay Howell, and Deputy Clerk Monica Reeves. Present via Webex: Commissioner Tom Dale and DSD Planner Dan Lister. Dan Lister gave the oral staff report. The parcel was created through a conditional use permit in 2006, however, the conditions were not fully met and therefore the building permit associated with it has expired. In order to divide the parcel and get one building permit a rezone is required. Staff is recommending denial of both requests because the findings have to show this area has changed in a way that would promote a residential designation, but it has not changed. There is nothing that would promote residential development in that area. This has the potential of setting a precedent and could trigger others to go residential which would create a residential hub in an area not anticipated to have residential uses. Staff is recommending an option be considered instead that a conditional rezone to an RR (rural residential) zone be considered, it would be conditioned to only allow one division and one of the lots would have to be over five acres. It would give two developable lots and that decision would not have to go through a comprehensive plan map amendment or platting process. Mr. Lister said the Board could continue this hearing to rehear it as a conditional rezone and we could re-notice it and have a development agreement with it. Roger Howell testified his father purchased the property in 2006 and had a split through a CUP for one building permit and he was

not aware there was a five-year limitation on it. When Mr. Howell acquired this property the question became what do he and his brother do with it, and they decided they would both like the option of building a home out there one day, but in the meantime can they put it to use? They made attempts to find an agricultural activity that would make sense for them. They would like four building lots. Mr. Howell said it is zoned for agricultural use, but it doesn't seem to be the highest and best use. They prefer an R-1 designation to have flexibility but if they have to go with some other form of zoning there are a couple options that would work for them where at the very least he and his brother could each build a home there at some point. William Mason gave testimony re the concept plan. Dan Lister said with the RR option it would be considered a conditional rezone and it would allow up to four lots, but it will mostly likely be three lots due to the requirements of Southwest District Health. He said the Board can either deny the request today and then start the process as a conditional rezone, or table this matter and request it come back as a conditional rezone with a development agreement. The applicant will have to pay \$385 for the application and re-noticing process, and a new hearing will be held then they can apply for a land division. Upon the motion of Commissioner Dale and the second by Commissioner Van Beek, the Board voted unanimously to close public comment. Commissioner Van Beek said this is a unique piece and she recognizes the challenges associated without, however, the area is predominantly agricultural and we don't want a domino effect. She supports staff's recommendation. Commissioner Dale supports the option proposed by staff. The property is underutilized because of its size and shape and the slope makes it difficult for a large-scale farming operation. He is in favor of delaying action or tabling the matter until the applicant has time to work with staff on the conditional rezone and development agreement and come back to the Board. Commissioner White also wants to table this matter so the applicant can talk work with Mr. Mason on a conceptual drawing for a conditional rezone with a 2-acre average lot size, not to exceed two residential lots, and one lot has to be over 5 acres. Commissioner White made a motion to table the hearing to November 18, 2020 at 1:30 p.m. The motion was seconded by Commissioner Dale and carried unanimously. The hearing concluded at 10:46 a.m.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 5, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS NO. 567171 TO 567215

The Board of Commissioners approved payment of County claims in the amount of \$55,910.02 for accounts payable.

APPROVED CLAIMS NO. 567216 TO 567238

The Board of Commissioners approved payment of County claims in the amount of \$17,290.25 for accounts payable.

APPROVED CLAIMS NO. 567104 TO 567113, and 567163 TO 567164

The Board of Commissioners approved payment of County claims in the amount of \$419,902.26 for accounts payable.

APPROVED CLAIMS NO. 567114 TO 567170

The Board of Commissioners approved payment of County claims in the amount of \$26,581.91 for accounts payable.

APPROVED CLAIMS NO. 567087 TO 567103

The Board of Commissioners approved payment of County claims in the amount of \$20,845.00 for accounts payable.

APPROVED CLAIMS NO. 567325 TO 567335

The Board of Commissioners approved payment of County claims in the amount of \$8,803.42 for accounts payable.

APPROVED CLAIMS NO. 567059 TO 567086

The Board of Commissioners approved payment of County claims in the amount of \$33,033.81 for accounts payable.

APPROVED CLAIMS NO. 567239 TO 567266

The Board of Commissioners approved payment of County claims in the amount of \$31,606.11 for accounts payable.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- WCP Solutions in the amount of \$24,360.00 for the Information Technology Department
- Case Management in the amount of \$16,000.00 for the Information Technology Department
- Idera, Inc., in the amount of \$7,969.50 for the Information Technology Department
- ESRI, Inc., in the amount of \$46,450.00 for the Information Technology Department

APPROVED SICK LEAVE TO VACATION LEAVE TRANSFER FORMS

The Board sick leave to vacation leave transfer forms for Ryan Dowell, Scott Gatewood, James Kouril, and Mark Tolman.

MEETING TO CONSIDER ACTION ITEMS

The Board met today at 8:34 a.m. to consider action items. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Controller Zach Wagoner and Deputy Clerk Jenen Ross. The action items were considered as follows

Consider approving FY2021 compensation plan and salaries: Mr. Wagoner said that before the Board today is the FY2021 salaries and equity pay amounts. They are consistent with what was approved in the FY2021 budget. The compensation plan for 2021 did not include a COLA (cost of living adjustment) but it does include step increases for eligible and qualifying employees. There were zero increases to elected officials. The numbers presented today have been reviewed by auditing, human resources and elected officials and/or department administrators. If approved they will be effective as of today and would appear on the October 23rd paychecks. The document being considered today was sent to the Board for review last Thursday and there have been no revisions since that time. Commissioner Van Beek does not feel that the Board has had the opportunity to discuss the various awards of equity pay. Commissioner White said all the numbers were approved in the FY2021 budget and asked Commissioner Van Beek if it is more the methodology used in awarding equity pay that is in question. Discussion ensued regarding the Department Directors understanding of equity pay allocation and three particular Directors who did and did not make revisions to their department allocations. It was noted that one of those Directors did assign equity pay to himself and Commissioner Dale requested that it be removed. Commissioner Van Beek does not feel that the Board is in unison and doesn't believe one Director should be allowed to use equity pay based on misinformation additionally she believes the step-increases should be reviewed by the Board as it is the duty of the Commissioners. Commissioner White disagrees, she feels she's received the necessary information and does not want to disregard the compensation plan although it continues to be a work in progress. Commissioner Dale spoke about how he feels the equity pay works, and is satisfied with the response he received from the Director. He thinks we need to move forward with this, there has been discussion previously and more discussion today and he does not believe this Board has been deficient in exercising its authority and responsibilities, it is time to move forward knowing the appropriate revisions will happen next year. Commissioner Dale made a motion to sign the FY2021 compensation plan and salaries. The motion was seconded by Commissioner White. Commissioner Van Beek objected to approving the FY2021 compensation plan and salaries. The motion carried in a 2-to-1 split vote. See resolution no. 20-157.

Consider approving new and reclassified positions for FY2021: Mr. Wagoner noted all of the positions were part of and approved in the FY2021 budget. He then provided a review of the reclassified positions. Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to sign the resolution approving new and reclassified positions for FY2021. See resolution no. 20-158.

Consider approving FY2020 operating transfers and reimbursements: Controller Wagoner spoke about how this is credit/debit accounting exercise for the juvenile justice fund and the landfill enterprise fund. Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to sign the FY2020 operating transfers and reimbursements. See resolution no. 20-156.

Copies of the all the documents reviewed today are on file with this day's minutes.

Consider signing a resolution granting a new alcoholic beverage license to Double Barrel Bar & Grill: Commissioner Dale sees no reason not to sign this license and upon the motion of Commissioner Van Beek and second by Commissioner Dale the Board voted unanimously to sign the resolution granting a new alcoholic beverage license to Double Barrel Bar & Grill. See resolution no. 20-155.

The meeting concluded at 9:30 a.m. An audio recording is on file in the Commissioners' Office.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 6, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS NO. 2101

The Board of Commissioners approved payment of County claims in the amount of \$1,620,612.22 for a County payroll.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Amazon.com in the amount of \$2,025.00 for the Facilities Department
- Police Service Dogs in the amount of \$10,900.00 for the Sheriff's Office

MEETING WITH THE DIRECTOR OF FACILITIES TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 8:30 a.m. with the Director of Facilities to discuss general issues, set policy and give direction. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Facilities Director Paul Navarro, Fair Director Diana Sinner and Deputy Clerk Jenen Ross.

Director Navarro provided a brief review and photos of some of the projects his crew has been working on, including the Celebration Park visitation center concrete pad, outdoor showers, camp host RV pad and sun sail posts.

Update on the Fair Expo building: As of September 29th the drawings were only 75-80% complete and Director Navarro was not ready for them to go out for bid, additionally comments have not yet been received back from the City of Caldwell. Once the drawings are complete and comments are received they will put the drawings out in November and hope to break ground in late December or early January. Also, once a steel building is ordered it is several weeks before it's received and would not be completed by the 2021 Fair. Directors Navarro and Sinner would like to have a soft opening of the building after Fair next year and have some time to "live" in and learn the building prior to having thousands of people in it for the Fair. Director Navarro shared photos with the Board and provided an outline of the items that can be achieved by the Facilities staff and would not need to be included in the bid. He anticipated a 35% savings by utilizing county staff.

The meeting concluded at 8:57 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER ACTION ITEMS

The Board met today at 9:01 a.m. for a meeting with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Controller Zach Wagoner (left at 9:22 a.m.), EOM Christine Wendelsdorf (left at 9:33 a.m.), PIO Joe Decker (left at 9:33 a.m.), HR Training and Benefit Coordinator Nichole Ahlstrom (left at 9:09 a.m.), Chief Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley (left at 9:09 a.m.), Clerk Chris Yamamoto (left at 9:22 a.m.) and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider signing 2020 Preventative Health service agreement: Ms. Ahlstrom explained this is the company that is used to provide the health screenings and flu shots. There is no cost to the county, it's just a convenience for employees and everything is billed thru insurance. This year it will be a flu shot only clinic with sign-up times although sign-ups for the health screenings will also be offered. A blanket pre-authorization has been done for Blue Cross/Blue Shield which covers most county employees but Preventative Health will bill other insurance providers if they are provided with the proper information. Upon the motion of Commissioner Dale and second by Commissioner

Van Beek the Board voted unanimously to sign the 2020 Preventative Health service agreement (see agreement no. 20-138).

Consider signing 2020 engagement letter and single audit engagement letter with Eide Bailly:

Mr. Laugheed has reviewed the documents for legal issues which are virtually the same as other documents that have been signed with Eide Bailly in the past and there is no legal reason not to sign. Mr. Wagoner reviewed the role and scope of work provided by Eide Bailly and that if an entity receives in excess of \$750K in federal awards it triggers the necessity of a single audit, which the county did receive in CARES ACT monies. Discussion ensued regarding CARES monies, allowed use, guidelines and entities that have opted in. Eide Bailly has been the county auditor for approximately 7 years and the Auditor's office is very happy with the service they've provided. Commissioner Dale made a motion to sign both of the engagement letters with Eide Bailly. The motion was seconded by Commissioner Van Beek and carried unanimously (see agreement nos. 20-136 and 20-137).

Consider extending the COVID-19 emergency declaration: Mr. Laugheed said this declaration allows the county to maintain eligibly for disaster monies. So far the county has received approximately \$1M reimbursement. No big expenses are anticipated but Ms. Wendelsdorf would like to see it in place in case something is needed. Her understanding is that Canyon County is still in the orange category due to the high number of hospitalizations. This declaration will be good thru November 5, 2020. Upon the motion of Commissioner Van Beek and second by Commissioner Dale the Board voted unanimously to sign the extension of the COVID-19 emergency declaration. Ms. Wendelsdorf spoke about the preparation that'd been to for court to begin.

Commissioner Van Beek asked about email that was received from Rudy Soto and Paulette Jordan. Mr. Laugheed said his understanding is that Clerk Yamamoto met with Mr. Soto which satisfied his concerns.

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

A request was made to go into Executive Session as follows:

Commissioner Dale made a motion to go into Executive Session at 9:33 a.m. pursuant to Idaho Code, Section 74-206(1) (d) records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner Van Beek. A roll call vote was taken on the motion with Commissioners Van Beek, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:05 a.m. with no decision being called for in open session.

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

EXECUTIVE SESSION – CONSIDER PERSONNEL MATTER PURSUANT TO IDAHO CODE, SECTION 74-206(1)(A) AND (D); INTERVIEW AND CANDIDATE EVALUATION FOR COMMISSIONERS' OFFICE SENIOR ADMINISTRATIVE SPECIALIST POSITION

The Board met today at 10:28 a.m. for an Executive Session to interview and evaluate candidates for the Commissioners' Office Senior Administrative Specialist position. Commissioner Dale made a motion to go into Executive Session at 10:28 a.m. pursuant to Idaho Code, Section 74-206(1) (a) and (d) regarding a personnel matter and to discuss records exempt from public disclosure. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners White, Dale and Van Beek voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White, Tom Dale, and Leslie Van Beek, and Deputy Clerks Jenen Ross and Monica Reeves. Belinda Von Tonder joined the session via Webex from 10:30 a.m. to 10:55 a.m. Molly Heiss joined the session from 11:16 a.m. to 11:50 a.m. The Board took a lunch break at 11:59 a.m., and resumed the session at 1:35 p.m. Diana Ratliff joined the session from 1:40 p.m. to 2:05 p.m. Shirley McMasters joined the session from 2:25 p.m. to 2:41 p.m. Rachel Hranac joined the session from 2:46 p.m. to 3:01 p.m. The Executive Session concluded at 3:09 p.m. with no decision being called for in open session.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 7, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Mountain Home Auto Ranch in the amount of \$365,842.00 for the Sheriff's Office/Fleet Department
- Mountain Home Auto Ranch in the amount of \$32,076.00 for the Sheriff's Office/Fleet Department

APPROVED CLAIMS NO. 567275 TO 567324

The Board of Commissioners approved payment of County claims in the amount of \$19,186.84 for accounts payable.

APPROVED CLAIMS NO. 567268 TO 567312 AND 567336 TO 567337

The Board of Commissioners approved payment of County claims in the amount of \$59,886.85 for accounts payable.

APPROVED LIQUOR CATERING PERMITS

The Board approved a liquor catering permit for Local First for use on October 10, 2020 at White Willow Estates.

APPROVED COMMUTER VEHICLE AUTHORIZATION FORMS

The Board approved commuter vehicle authorization forms for Garrett McRae and Leslie Johnson.

MEETING WITH THE TRIAL COURT ADMINISTRATOR FOR DISCUSSION REGARDING HIRING OF A TEMPORARY JUDICIAL ASSISTANT USING CARES MONIES

The Board met today at 9:03 a.m. with the Trial Court Administrator for discussion regarding hiring of a temporary judicial assistant using CARES monies. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Judge Southworth, TCA Doug Tyler, Assistant TCA Benita Miller, Controller Zach Wagoner and Deputy Clerk Jenen Ross. Judge Southworth explained they have one employee who will be going out on maternity leave soon and they would like to bring back a previous employee, Dona Butler, to cover those duties on a temporary basis. Ms. Butler will be doing the additional duties that have been caused by COVID changes in the courts. In the past covering a maternity leave would be absorbed by others but due to the added duties related to COVID they will need additional help. Controller Wagoner said this temporary help qualifies for use of CARE monies. The temporary help would only be thru the end of December at this point. The Board is supportive of bringing on temporary help.

Discussion ensued regarding juries and summons of jurors. Commissioner Dale wondered if the length of juror service can be changed from one month to a lesser timeframe.

The meeting concluded at 9:20 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – REQUEST BY JAMES NEWELL FOR A ZONING AMENDMENT AND SHORT PLAT FOR VALLEYVIEW RANCH SUBDIVISION #3, CASE NOS. RZ2020-0009 AND SD2020-0015

The Board met today at 10:05 a.m. to conduct a public hearing in the matter of a request by James Newell for a zoning amendment and short plat for Valleyview Ranch Subdivision #3, Case Nos.

RZ2020-0009 and SD2020-0015. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, and Deputy Clerk Monica Reeves. Present via Webex: DSD Director Tricia Nilsson and DSD Planner Dan Lister. Dan Lister gave the oral staff report. The property is located within the Valleyview Ranch Subdivision; the property next door is Valleyview Ranch No. 2 which came before the Board earlier this year for the same type of rezone and division. The applicant is dividing a five-acre parcel into two 2.5-acre lots. Most of the area is zoned agricultural; the future land use designation is rural residential. Staff is recommending approval of the rezone application and the short plat, subject to conditions which the applicant has agreed to. The applicant was not present for today's hearing and no other persons were present for the hearing. The final plat will have to be scheduled to a later date. Commissioner Van Beek made a motion to close public testimony. The motion was seconded by Commissioner Dale and carried unanimously. Commissioner Dale made a motion to sign the findings of fact, conclusions of law and order, and the ordinance to allow for the zoning amendment and short plat for Case No. RZ2020-0009 and SD2020-0015. The motion was seconded by Commissioner Van Beek and carried unanimously. (See Ordinance No. 20-031.) The hearing concluded at 10:15 a.m. An audio recording is on file in the Commissioners' Office.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 8, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED PURCHASE ORDER

The Board approved the following purchase order:

- Intermountain Communications in the amount of \$446,693.64 for the Emergency Management Office

MEETING TO CONSIDER INDIGENT DECISIONS

The Board met today at 8:57 a.m. to consider indigent decisions. Present were: Commissioners Pam White and Tom Dale, Director of Indigent Services Yvonne Baker, Case Manager Terri Salisbury, Case Manager Kelsee Hale and Deputy Clerk Jenen Ross.

Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to issue a final approval on case no. 2019-0577.

Commissioner Dale made a motion to issue initial denials with written decisions on case nos. 2020-1068, 2020-1061, 2020-1072, 2020-1070 and 2020-1073. The motion was seconded by Commissioner White and carried unanimously.

Liens were presented for Board signatures.

The meeting concluded at 8:58 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2020-457

The Board met today at 9:03 a.m. to conduct a medical indigency hearing for case no. 2020-457. Present were: Commissioners Pam White and Tom Dale, Deputy P.A. Dan Blocksom, Case Manager Kelsee Hale, Director of Indigent Services Yvonne Baker, Timothy Ryan for St. Alphonsus, Attorney Bryan Nickels for St. Alphonsus, Dr. Dammrose participated via teleconference (left the meeting at 9:56 a.m.), Applicant and relative and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to approve the amount of \$639,314.95 but not the amount of \$33,354 on the case. The hearing concluded at 10:09 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2020-826

The Board met today at 10:14 a.m. to conduct a medical indigency hearing for case no. 2020-826. Present were: Commissioners Pam White and Tom Dale, Deputy P.A. Dan Blocksom, Case Manager Kelsee Hale, Director of Indigent Services Yvonne Baker, Elizabeth Evans with Portneuf Medical Center via teleconference left the meeting at 10:32 a.m., Applicant and relatives and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to continue the case to December 17, 2020. The hearing concluded at 10:35 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2020-906

The Board met today at 10:38 a.m. to conduct a medical indigency hearing for case no. 2020-906. Present were: Commissioners Pam White and Tom Dale, Deputy P.A. Dan Blocksom, Case Manager Kelsee Hale, Director of Indigent Services Yvonne Baker, Timothy Ryan with St. Alphonsus, Interpreter Grace Almeida, Applicant and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to place the case into suspension. The hearing concluded at 10:46 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2020-895

The Board met today at 10:49 a.m. to conduct a medical indigency hearing for case no. 2020-895. Present were: Commissioners Pam White and Tom Dale, Deputy P.A. Dan Blocksom, Case Manager Kelsee Hale, Director of Indigent Services Yvonne Baker, Attorney Bryan Nickels for St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to continue the case to December 3, 2020. The hearing concluded at 10:53 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER INDIGENT MATTERS

The Board met today at 10:55 a.m. to consider indigent matters. Present were: Commissioners Pam White and Tom Dale, Director of Indigent Services Yvonne Baker, Case Manager Kelsee Hale, Deputy P.A. Dan Blocksom and Deputy Clerk Jenen Ross.

Neither the hospital nor the applicant appeared on the following cases: 2020-821, 2020-154 and 2020-886. Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to issue final denials with written decisions within 30 days.

Commissioner Dale made a motion to place case no. 2020-807 into suspension. The motion was seconded by Commissioner White and carried unanimously.

Case no. 2020-259 meets the eligibility criteria for final approval and upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to issue a final approval with written decision within 30 days.

A subordination agreement was presented for Board signatures.

The meeting concluded at 10:57 a.m. An audio recording is on file in the Commissioners' Office.

ELECTED OFFICIALS' MEETING REGARDING ISSUES RELATED TO THE CARES ACT

The Board met today at 11:12 a.m. for an elected officials' meeting to discuss issues relating the CARES Act and the Governor's property tax proposals, specifically in relation to the Treasurer's duties as far as including information on the tax notices. Treasurer Lloyd said the County did not take CARES Act funding, but the City of Nampa did and they received a three percent (3%) administrative fee totaling just over \$277,000 to administer the funds. When the question was raised about whether the city can be billed, she was informed she can submit a letter to the state for reimbursement under the original CARES Act disbursement, but it is not appropriate to bill the

City of Nampa for those charges. She finds it interesting that she's the one who administers it but the city is getting the benefit of the administrative fee. Discussion ensued about tracking and accounting for the County's time, the importance of maintaining the integrity of the billing, and the possible messaging. Treasurer Lloyd said her job is an administrative role and it needs to be neutral; the County did not take the 3%, or the forgone amount, or new construction, and we did what the Governor asked entities to do – and more. Commissioner Dale would support a message that makes it clear to taxpayers the reason the County did not take funds is because we felt it was a matter of integrity and honesty as far as certifying that the funds are for public safety. The County could not honestly say it incurred \$9-\$10 million extra costs that were not anticipated due to COVID. Commissioner Van Beek said there is information from the Office of Inspector General (OIG) and the Treasury and even the Clerk saying we could do it, so how do we get to that simple reasoning without a dissertation of here's the reasons we have argued this for six months. Sheriff Donahue concurs with some type of messaging, but said it needs clarification. Sam Laugheed said there isn't much time for decisions to be made and based on experience we get conflicting direction and things can change. The state has the ability to put limitations on the use of the money and if we were to not say anything it could compromise Nampa's ability to receive the money so some sort of message is necessary. If there's an executive order from the Governor or a directive from the state tax commission then our hands are tied, but if they are leaving it open-ended then we have the flexibility to come up with language on an insert and a link to other information, and that seems like a safe place to put our energy right now pending an executive order or direction from state tax commission. Commissioner Van Beek likes the combination of the simplicity of the message of what the County did to reduce the budget. Treasurer Lloyd said the message needs to be simple, fair and neutral. Clerk Yamamoto is leaning towards doing nothing because there is the possibility of creating more problems for ourselves. Assessor Stender said Canyon County is not receiving any benefit of the money but yet the Treasurer is being directed to put information on the tax bill which opens the door for future requests for inserts. He said the state could have written checks and we wouldn't have this headache. The County didn't take the new construction component in our budget process and we deserve credit for holding tight. Controller Wagoner said calculating levy rates is an incredibly complex process and for the City of Nampa they had to use three different taxable values to determine their levy rate. This is immensely complex and it's all we can do to get tax bills out in a timely manner to collect \$200 million to keep local governments running and our priority should be getting correct notices out in a timely manner. Any new wrinkle we try to incorporate is going to increase what is already a difficult process. If the City of Nampa would like to utilize some of that \$277,000 to communicate to their residents, they are welcome to use the money for that. The Clerk agrees. Treasurer Lloyd said she thought about reaching out to the City of Nampa and giving them the information so they can send it to their residents and leave her out of it. Clerk Yamamoto said he is not in favor of including an insert with the tax bill unless we have a direct order from the state requiring us to do something; he feels it will create more problems than it will fix. He said we can address these things during the legislative session this winter. Prosecutor Taylor agrees and said we should do what is statutorily obligated under the Treasurer. Sheriff Donahue agrees with the Clerk and Prosecutor and he believes the tax notices should be sent out as normal. Coroner Crawford agrees with what the experts choose to do. Treasurer Lloyd said she's had interaction with Alex Adams and she doesn't want to appear to be confrontational, she wants to do what she is charged to do

which is administer the tax billing and collecting and to do it in a fair and unbiased way. Mr. Laugheed added that if we had something in writing from the state tax commission that would control what we do. The meeting concluded at 11:58 a.m. An audio recording is on file in the Commissioners' Office.

ELECTED OFFICIALS MEETING TO DISCUSS COVID-19 UPDATES

The Board met today at 1:37 p.m. for an elected officials meeting to discuss COVID-19 updates. Present were: Commissioner Tom Dale, Sheriff Kieran Donahue, PIO Joe Decker, Director of SWDH Nikki Zogg, EOM Christine Wendelsdorf, Chief Deputy P.A. Sam Laugheed, Clerk Chris Yamamoto, Controller Zach Wagoner, Assessor Brian Stender, Treasurer Tracie Lloyd and Judge Southworth. Participating by teleconference: Commissioner Pam White, Coroner Jennifer Crawford, Nampa Mayor Debbie Kling, Kirk Carpenter with the City of Nampa, Lee Belt with the City of Greenleaf and Deputy Clerk Jenen Ross. The following updates were discussed:

Sheriff Kieran Donahue:

- There have been no real charges in regard to the jail. IDOC took custody of 24 inmates yesterday.

EOM Christine Wendelsdorf:

- Courtrooms have been outfitted for trials to begin on October 19th. She is continuing collect PPE for courts and elections and preparing for whatever the fall and winter may bring.

SWDH Director Nikki Zogg:

- They are starting to see a slight increase in cases. Positivity rate has been around 5-6% but have seen it increase slightly to 7%. Ideally the positivity rate should be below 5%.
- Schools are doing a really good job at mitigation strategies, one school has had a cluster outbreak, but other schools are just seeing sporadic outbreaks.
- The health district has received some quick result tests which will provide a result in 15 minutes but they are being reserved for certain groups at this time.
- They are working to put together a "rapid team" in case there were an outbreak they needed to get to quickly.
- They are keeping a close eye on hospitalizations. Currently they are pretty low but there are some smaller communities coming to the Treasure Valley for treatment.

Judge Southworth:

- Jury trials are set to begin on October 19th.

Clerk Chris Yamamoto:

- Spoke about some of the things they've seen in elections leading up to November 3rd.

- Poll worker training took place last week; they had to add an extra day due to the number of people that showed up to volunteer.
- There will be 5 early voting locations available vs. just one, and any voter can use any location. On Election Day voting will be precinct specific.
- Absentee ballots will be opened and scanned one week before Election Day tabulation will not start until Election Day.

Brian Stender:

- There will be a system change at the DMV over the weekend.

Clerk Yamamoto motioned to adjourn the meeting. The meeting concluded at 2:22 p.m. An audio recording is on file in the Commissioners' Office.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 9, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS NO. 10/9/20 AND 10/23/20

The Board of Commissioners approved payment of County claims for accounts payable as follows: Claim #567374 in the amount of \$402,144.50, Claims #567338 through #567373 in the amount of \$63,434.17, and Claims #567375 through #567411 in the amount of \$50,396.51.

APPROVED EMPLOYEE STATUS CHANGE

The Board approved an employee status change form for Debie Schelhorn, a landfill fee collector.

APPROVED PURCHASE ORDER

The Board approved the following purchase order:

- WCP in the amount of \$1,144.08 for the Information Technology Department

APPROVED LIQUOR CATERING PERMITS

The Board approved liquor catering permits for Slicks Bar for use on November 5, 2020, November 27, 2020, November 28, 2020, December 3, 2020, December 10, 2020, and December 17, 2020 for various events.

APPROVED SICK LEAVE TO VACATION LEAVE TRANSFER FORM

The Board approved a sick leave to vacation leave transfer form for Demi Etheridge.

RESCHEDULE PUBLIC HEARING – APPEAL BY JOHN CARPENTER OF THE CONDITIONED APPROVAL OF A HOME BUSINESS, CASE NO. AD2020-0029APL

The Board met today at 9:01 a.m. to go on the record to continue the hearing in the matter of an appeal by John Carpenter of the conditioned approval of a home business, Case No. AD2020-0029APL. Present were: Commissioners Pam White, Tom Dale, and Leslie Van Beek, DSD Planner Julianne Shaw (via conference call), and Deputy Clerk Monica Reeves. The hearing was continued from September 22, 2020, and staff requested the matter be rescheduled to October 20, 2020. Upon the motion of Commissioner Dale and the second by Commissioner Van Beek, the Board voted unanimously to reschedule the hearing to October 20, 2020 at 2:00 p.m. The meeting concluded at 9:02 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER APPROVING BIOLOGICAL CONTROL WAIVER FORM FOR THE COUNTY WEED CONTROL DEPARTMENT

The Board met today at 9:15 a.m. to consider approving a biological control waiver form for the County Weed Control Department. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Deputy PA Dan Blocksom, and Deputy Clerk Monica Reeves. Weed Control Superintendent AJ Mondor was present via Webex. The discussion focused on the noxious weed control and enforcement release and waiver. Dan Blocksom he drafted two different options for the Board to consider after he previously sent a legal memo on this topic. The first option is a generic enforcement waiver and is for use if someone received notice about their property and they did not or could not do anything about the weeds so the County will enforce it and that's when, potentially, the waiver would be used. Or, the County can offer an alternative and put a special bug (biological control agent) on the property and work with the landowner if they are willing to sign the generic form. The second option is a very specific form and it has the same idea as the generic waiver but it's very specific to one property. Director Mondor said the biological control agent has been approved by the USDA and the Idaho State Department of Agriculture and there is a waiting list for the bugs. There was discussion about the forms and when they would be used by the weed control department. Commissioner Van Beek would like the detailed information to be attached to the form when the department is using the biological control agent in order to make sure there is full disclosure with the property owner. Commissioner Dale said it's not necessary for Director Mondor to notify the Board every time the department sprays, mows, or uses a biological control agent. Director Mondor said he would only use the form in the more complex situations and in that case the Board should be looped in. Upon the motion of Commissioner Dale and the second by Commissioner Van Beek, the Board voted unanimously to

approve the generic form as suggested by the legal department. Dan Blocksom will add a reference to the form that explains more about the bugs/biological control agent. The meeting concluded at 9:35 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER ACTION ITEMS

The Board met today at 11:47 a.m. to consider several action items. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Parks Director Nicki Schwend, Facilities Director Paul Navarro left at 11:56 a.m., Deputy P.A. Zach Wesley, HR Director Sue Baumgart and Deputy Clerk Jenen Ross.

Consider signing addendum to request for qualifications for design and engineering services related to Celebration Park East End RV improvement: Zach Wesley said no questions were received and a pre-proposal conference was scheduled last week but no one showed. One change is being made to the RFP so that the conference is voluntary vs. mandatory in an effort to attract proposers. Director Navarro and Laura Barbour have reach out to a couple of firms to float the RFP in hopes of getting a response. Proposals are scheduled to be opened next Thursday. Mr. Navarro thinks lack of interest could be due to very specific requirements in the RFP and may not have been advertised well. Director Schwend further clarified what they're looking for. Upon the motion of Commissioner Dale and second by Commissioner Van Beek the Board voted unanimously to sign the addendum to request for qualification for design and engineering services related to Celebration Park East End RV improvement.

Consider approval of commercial film/photo permit in Canyon County Parks for Minus Plus Productions: Mr. Wesley explained a permit is required to film within Canyon County Parks and this company is wanting to film a tourism video for the scenic byway. Legal doesn't have any concerns and insurance has been provided. Ms. Schwend noted that the dates in the application are a little off but she is working with them to coordinate the exact dates of filming. Upon the motion of Commissioner Van Beek and second by Commissioner Dale the Board voted unanimously to sign the commercial film/photo permit in Canyon County Parks for Minus Plus Productions. A copy of the permit is on file with this day's minutes.

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

Note for the record: As properly noticed the Board met today at 11:47 a.m. for a legal staff update. A request was made to go into Executive Session as follows:

Commissioner Dale made a motion to go into Executive Session at 12:00 p.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i) regarding records exempt from public disclosure and communicate with risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Van Beek. A roll call vote was taken on the motion with Commissioners Van Beek, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Deputy P.A. Zach Wesley, HR Director Sue Baumgart and Deputy Clerks Monica Reeves and Jenen Ross. The Executive Session concluded at 12:15 p.m. with no decision being called for in open session.

At the conclusion of the executive session the following action item was considered:

Consider signing agreement with the Robert Half Company for placement of temporary employee:

Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to sign the agreement with the Robert Half Company for placement of temporary employee (see agreement no. 20-139)

The meeting concluded at 12:16 p.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 13, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED PURCHASE ORDER

The Board approved the following purchase order:

- HP, Inc., in the amount of \$2,158.08 for the Information Technology Department

APPROVED LIQUOR CATERING PERMITS

The Board approved liquor catering permits for Goodwood Barbecue Company for use on November 13, 2020 at Still Water Hollow.

APPROVED SICK LEAVE TO VACATION LEAVE TRANSFER FORMS

The Board approved sick leave to vacation leave transfer forms for Laura Barbour, Linda Hall, Ross Garven, Jose Orozco, Sherri Root, Angie Martinez, Adrian Chavez, Craig Olsen, Myron Emly, Michael Thompson, Diana Sinner, Alan Oates, and Mark Navarette.

FILE IN MINUTES THE TREASURER'S MONTHLY REPORT FOR AUGUST 2020

The Board filed the Treasurer's report for the month of August, 2020.

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

The Board met today at 8:31 a.m. with the Director of Information Technology to discuss general issues, set policy and give direction. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Director of IT Greg Rast, Assistant Director of IT Eric Jensen, Business Manager Caiti Pendell and Deputy Clerk Jenen Ross. The following items were discussed with the Board:

- The jail has requested two additional iPads for mobile arraignments; in total they have 11 devices – 3 are mobile and 8 are stationary.
- 24/7 surveillance and recording of the opening of absentee ballots is in place and will begin on October 26th.
- Director Rast spoke about additional cameras that have been added around several county locations including parks, DMV, weed and pest and the new expo building at the fairgrounds.
- In response to a question from Commissioner Van Beek, Director Rast spoke about TVs that were purchased for Celebration Park.
- Zach Wagoner has requested a report on impact fee collection so IT will be working with DSD to generate that report.
- Asset tagging is continuing; currently they are working on the elections department and departments under the Board. All new equipment is tagged as it comes in.

The meeting concluded at 8:53 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER ACTION ITEMS

The Board met today at 9:00 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Deputy P.A. Dan Blocksom left at 9:02 a.m., Deputy P.A. Zach Wesley, IT Director Greg Rast left at 9:02 a.m.,

Assistant IT Director Eric Jensen left at 9:02 a.m., IT Business Manager Caiti Pendell left at 9:02 a.m., DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider signing resolution classifying records of the Information Technology Department and authorizing the destruction of financial records: Ms. Pendell said this is the annual resolution for file destruction. This is for financial records that mirror auditing records for 2015. Upon the motion of Commissioner Dale and second by Commissioner Van Beek the Board voted unanimously to sign the resolution classifying records for the Information Technology Department and authorizing the destruction of financial records (see resolution no. 20-159).

Consider signing Canyon County Rural Planning assistance contract for the City of Parma: Director Nilsson said Kate Dahl has been working with the city and mayor on a variety of tasks the county will help with including fee schedules, forms and initial parts of their comp. plan. Upon the motion of Commissioner Van Beek and second by Commissioner Dale the Board voted unanimously to sign the Canyon County Rural Planning assistance contract for the City of Parma (see agreement no. 20-142).

Consider signing Canyon County/Nampa Fire Protection District/City of Nampa Intergovernmental Agreement and Joint Powers Agreement for the collection and expenditure of development impact fees for fire district services systems improvements, first amended and reformed:

Consider signing Canyon County/City of Middleton/Caldwell Rural Fire Protection District/City of Caldwell Intergovernmental and Joint Powers Agreement for the collection and expenditure of development impact fees for fire district systems improvements first amended and reformed:

Mr. Wesley said this is essentially what has already been entered into. The changes are to the parties involved. The Nampa Fire District requested that the City of Nampa be added to the agreement since they are the entity that manages the fire district.

The Caldwell Rural Fire Protection District has indicated that the City of Middleton is part of the rural fire district and now that the City of Middleton has imposed their own impact fees it puts it all into one agreement.

Discussion ensued regarding the county's collection of impact fees. Director Nilsson briefly reviewed the logistics of restarting the conversation about impact fees and the need for the county to have a CIP before anything can be done. Commissioner White would like see this move forward before the end of the year. Director Nilsson would like to at least start having meetings in order to get a scope of work so that it can be budgeted for in FY2022. Further discussion was had as to how impact fees can be collected and applied.

Commissioner Dale made a motion to sign the agreement between Canyon County/Nampa Fire Protection District/City of Nampa (see agreement no. 20-141) and the agreement between Canyon County/Caldwell Rural Fire Protection District/City of Caldwell (see agreement no. 20-140). The motion was seconded by Commissioner Van Beek and carried unanimously.

Consider signing a resolution granting a new alcoholic beverage license to Taqueria Mexico Chiquito: Upon the motion of Commissioner Van Beek and second by Commissioner Dale the Board voted unanimously to sign the resolution granting a new alcoholic beverage license to Taqueria Mexico Chiquito (see resolution no. 20-160).

The meeting concluded at 9:23 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH THE DIRECTOR OF DEVELOPMENT SERVICES TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION AND TO CONSIDER AN ACTION ITEM

The Board met today at 9:30 a.m. with the Director of Development Services to discuss general issues, set policy and give direction and to consider an action item. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Director of DSD Tricia Nilsson and Deputy Clerk Jenen Ross. Discussion items were as follows:

- Building permit comparisons between 2019 and 2020 (a copy of the document is on file with this day's minutes). Approximately \$370K was returned to the general fund.
- Spoke about staff members who have recently received additional certifications and succession planning for the Building Official position. Director Nilsson would like to update the website to highlight staff credentials.
- She would like to do a customer service survey and with assistance from HR will monitor the surveys in case specific employees are mentioned.
- Other discussion topics included the WAED website, Agventure Trail, land use issue from several years ago that was recently brought to the Board's attention, abatement issue that Eric Arthur has been working on regarding a dilapidated house, abatement issue that was discussed a few months back concerning a home surrounded by garbage and the clean-up effort, the CAFO/expansion request by Peckham Road Trust which will be heard by P&Z in early December.

Consider appointing Sheena Wellard and Scott Brock to the Planning and Zoning Commission: Term will commence on October 16, 2020 and is set to expire on December 1, 2021. Upon the motion of Commissioner Dale and second by Commissioner Van Beek the Board voted unanimously to sign the resolution appointing Sheena Wellard (see resolution no. 20-161) and Scott Brock (see

resolution no. 20-162) to the Planning and Zoning Commission. Director Nilsson will reach out to each of them extending an invitation to the joint meeting tomorrow night.

The meeting concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:33 a.m. with the Director of Human Resources to discuss general issues, set policy and give direction. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart updated the Board on the following:

- They are preparing for the upcoming wellness fair. This year both the wellness screenings and flu shots will be by appointment only. The screening will include antibody testing and the flu shots are at no cost.
- Open enrollment will begin on November 1st and run thru November 15th.
- Walktober is happening now.
- HR is fully staffed but they are still doing a rotating schedule.

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

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 14, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS NO. 567439 THROUGH 567464

The Board of Commissioners approved payment of County claims in the amount of \$25,493.34 for accounts payable.

APPROVED CLAIMS NO. 567494 THROUGH 567495

The Board of Commissioners approved payment of County claims in the amount of \$46,550.00 for accounts payable.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Independent Pipe & Steel Corp. in the amount of \$16,518.09 for the Facilities Department
- Sunshine Window Cleaning in the amount of \$2,655.00 for Facilities Department
- WCP in the amount of \$1,062.36 for the Information Technology Department
- White Cloud Communications in the amount of \$6,339.00 for the Solid Waste Department

APPROVED LIQUOR CATERING PERMITS

The Board approved liquor catering permits for Capital City Event Center and County Line Brewing for use on October 23 and 24, 2020 for wedding events at Creekside Affair and Stillwater Hollow.

JOINT MEETING BETWEEN THE BOARD OF COUNTY COMMISSIONERS AND THE PLANNING AND ZONING COMMISSION

The Board met today at 5:09 p.m. to for a joint meeting with the P&Z Commissioner and staff from the Development Services Department. The meeting took place in the public meeting room at the Administration Building. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek; DSD Director Tricia Nilsson; P&Z Commissioners: Rick Fried, Rob Sturgill, Sheena Wellard, Patrick Williamson, Scott Brock, John Carpenter, and Sandy Levi; DSD Staff: Kellie George, Jennifer Almeida, Kate Dahl, Juliann Shaw, and Randall Faulkner; and Deputy Clerk Monica Reeves. The following topics were discussed:

- The P&Z Commission is still conducting public hearings via Webex due to concerns about crowd control given the COVID situation
- Open meeting law/transparent meeting law
- Regulatory takings
- Upcoming training session to be scheduled in January
- Discussion regarding zoning ordinance criteria and comprehensive plan review
- Discussion regarding development occurring in the middle of farm ground, and whether there is any potential for limiting growth, or for having a capacity for infrastructure
- Strong opposition citing traffic issues; County has no authority over roads, but officials depend on reports from ITD
- Impact fees

The meeting concluded at 6:18 p.m. No Board action was required or taken. An audio recording is on file in the Commissioners' Office.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 15, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED PURCHASE ORDER

The Board approved the following purchase order:

- MRSA-UV, LLC in the amount of \$22,444.34 for the Sheriff's Office
- Savage Range Systems in the amount \$6,745.00 for the Sheriff's Office

APPROVED CLAIMS NO. 567465 TO 567493

The Board of Commissioners approved payment of County claims in the amount of \$107,380.17 for accounts payable. **Commissioner Van Beek indicated her approval on this batch of claims except for the claim related to purchase order #4486 in the amount of \$22,444.34.*

APPROVED CLAIMS NO. 567496 TO 567547

The Board of Commissioners approved payment of County claims in the amount of \$46,670.84 for accounts payable.

APPROVED CLAIMS NO. 567412 TO 567438

The Board of Commissioners approved payment of County claims in the amount of \$61,527.66 for accounts payable.

MEETING TO CONSIDER INDIGENT MATTERS

The Board met today at 8:45 a.m. to consider indigent matters. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Case Manager Terri Salisbury and Deputy Clerk Jenen Ross. The following cases do not meet the eligibility criteria for county assistance: 2021-0010 and 2020-1077. Upon the motion of Commissioner Dale and second by Commissioner Van Beek the Board voted unanimously to issue initial denials with written decisions within 30 days on the cases as read into the record. Liens were presented for Board signatures. The meeting concluded at 8:46 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER ACTION ITEMS

The Board met today at 9:00 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioner Pam White, Tom Dale and Leslie Van Beek, Chief Juvenile Probation Officer Elda Catalano left at 9:13 a.m., CCSO Communications Manager Roxanne Wade left at 9:03 a.m., Chief Deputy Sheriff Marv Dashiell left at 9:08 a.m., Facilities Director Paul Navarro, Deputy P.A. Tyler Powers, Deputy P.A. Zach Wesley arrived at 9:03 a.m. and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider signing 2020 Idaho Public Safety Communication Commission Program Grant Award

Document: Chief Dashiell explained that in the last meeting regarding this document there were some concerns about outdated statutes noted. Roxanne Wade has been in communication with the grant administrator and it is a housekeeping matter on their part but it shouldn't affect the content or context of the purpose of the grant or the funding source. Upon the motion of Commissioner Dale and second by Commissioner Van Beek the Board voted unanimously to sign the 2020 Idaho Public Safety Communication Commission Program Grant Award Document.

At the request of Commissioner Van Beek, Chief Dashiell spoke about a PO for Savage Range Systems and why the purchase is not being made with monies from a grant as originally planned. Additionally, he provided information on the need for this purchase.

Consider signing Canyon County use facility agreement with Family Advocates: Ms. Catalano explained that Family Advocates is wishing to provide a Family Strengthening Parent & Teen Group program. There is no cost to juvenile probation or the county although her department will help identify families that have been court ordered or could benefit from the program. They have requested to use of the training room for the program; discussion between Ms. Catalano and Family Advocates has occurred in which they have decided on layout of the room and usage times; staff will be onsite at all times Family Advocates are in the building. The program is 8 weeks and scheduled to begin on October 28th. Upon the motion of Commissioner Van Beek and second by Commissioner Dale the Board voted unanimously to sign the Canyon County use facility agreement with Family Advocates (see agreement no. 20-143).

Qualification statement openings, selection process begins for request for qualifications for design and engineering services related to Celebration Park East End RV Improvement: One proposal was received from Cole Architects on October 14, 2020. The proposal will be forwarded to the review committee. A copy of the proposal is on file with this day's minutes.

The meeting concluded at 9:16 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER FINAL PLAT FOR VALLEYVIEW RANCH NO. 3, CASE NO. SD2020-0015

The Board met today at 10:03 a.m. to consider the final plat for Valleyview Ranch No. 3, Case No. SD2020-0015. Present were: Commissioners Pam White and Tom Dale, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, James Newell, and Deputy Clerk Monica Reeves. Ms. Almeida reported all conditions have been met and the required signatures are on the mylar. Upon the motion of Commissioner Dale and the second by Commissioner White, the Board voted unanimously to approve the final plat for Valleyview Ranch No. 3. The meeting concluded at 10:05 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING THE DEVELOPMENT AGREEMENT FOR KARCHER FARM, LLC AND SS KARCHER, LLC

The Board met today at 11:16 a.m. to consider the development agreement for Karcher Farm, LLC and SS Karcher, LLC. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. Ms. Almeida requested the matter be postponed to a later date in order to make sure the ordinance and resolution associated with this application are in order. She noted that the conditions put forth by the Board are listed in the development agreement, which has been signed by the applicants. Upon the motion of Commissioner Dale and the second by Commissioner Van Beek, Board voted unanimously to reschedule the meeting to October 23, 2020 at 9:00 a.m. The meeting concluded at 11:17 a.m. An audio recording is on file in the Commissioners' Office.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 16, 2020

PRESENT: Commissioner Pam White, Chair – out of office (approved claims remotely)
 Commissioner Tom Dale, Vice Chairman – out of office (approved claims remotely)
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS NO. 567548 TO 567577

The Board of Commissioners approved payment of County claims in the amount of \$1,126,005.49 for accounts payable.

No meetings were held this day.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 19, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS NO. 10/23/20

The Board of Commissioners approved payment of County claims for accounts payable as follows: Claims #567727 through 567771 in the amount of \$60,337.28, Claims #567607 through 567663 in the amount of \$142,675.65, Claims #567772 through #567778 in the amount \$2,464.00, Claims #567788 and #567799 in the amount of \$8,024.52, Claims #567578 through #567606 in the amount of \$75,741.82, Claims #567779 through #567787 in the amount \$7,227.00, and Claims #567664 through #567726 in the amount of \$18,551.88.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Apple in the amount of \$1,379.00 for the Information Technology department
- Derby Industries in the amount of \$10,213.12 for the Sheriff's Office

APPROVE SICK LEAVE TO VACATION LEAVE TRANSFER FORMS

The Board approved sick leave to vacation leave transfer forms for the following employees: Ashley Erickson, Jeff Breach, Gisela Moreno, and Esmeralda Romo.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Leslie Van Beek, and Deputy Clerks Jenen Ross and Monica Reeves. The Board reviewed this week's schedule with staff. There was discussion regarding the processes for accountability for purchase orders and claims for payment. Commissioner Van Beek is in favor of having meetings to consider purchase orders that are submitted in order to give the Board a chance to ask questions of departments/office about the proposed purchases. Rather than having more

meetings, Commissioner Dale proposed that we keep with the current process of having purchase orders reviewed in the daily folder, and in the event questions arise a meeting could then be scheduled. Commissioner Van Beek would like purchase orders to include budget and line item information to help streamline the review process. She then spoke of an issue that occurred last year regarding the process where an additional payment was made to the Canyon Community Clinic. Commissioner Dale said the issue was discussed last year and was addressed this year in the FY2021 budget process. Commissioner Pam White arrived at 8:45 a.m. and a review of the calendar continued. The meeting concluded at 8:48 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH TRIAL COURT ADMINISTRATOR TO DISCUSS AND CONSIDER SIGNING IDAHO SUPREME COURT LETTER OF SUPPORT

The Board met today at 9:00 a.m. with the Trial Court Administrator to discuss and consider signing Idaho Supreme Court letter of support. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Clerk Chris Yamamoto, Controller Zach Wagoner, Judge Southworth, Trial Court Administrator Doug Tyler, Assistant Trial Court Administrator Benita Miller left at 9:18 a.m., Director of Court Operations Denise Kennel, Court Training & Development Manager Raena Bull and Deputy Clerk Jenen Ross. Judge Southworth explained that at their administrative conference last spring one of the priorities to be set for the Supreme Court is two new magistrate judges and one new district judge for Canyon County. The Supreme Court requires a letter stating that the Board of Commissioners and the county are willing to provide the support services necessary. There is courtroom space available to accommodate three additional judges, the biggest expense to the county would be in personnel; each magistrate judge would need an in-court clerk along with one administrative assistant. Controller Wagoner said that he and Ms. Kennel spoke last week and determined they would need 5 Court Clerk III positions to handle the increased workload; one district in-court clerk, three magistrate in-court clerks and one court clerk III secretarial/administrative type position. Mr. Wagoner noted that there would also be impacts to the public defender's office, the prosecuting attorney's office and possibly the trial court administrator's office in terms of personnel. He believes that the county's personnel contribution on an annual basis would be approximately \$1.5M once all the various components are factored in. Judge Southworth has indicated that the magistrate judges need help more urgently than district court. If the county were to choose to go with just the two magistrate judges it could reduce the personnel contribution by about a third, reducing it to approximately \$1M. Judge Southworth would like to see approval for all three judges and then the Supreme Court can make the decision as to whether the district courts can hold on a little longer. In response to a question from Commissioner White regarding workload, Mr. Tyler explained that the workload is affected by a number of things including whether a deal was made prior to the hearing or if someone isn't able to make it into court but they still have to plan courtrooms for a certain amount of cases per day. He said the same holds true for the court clerks in that they have to plan to have a clerk for

each judge; additionally, there is a fair amount of work that has to be done outside of the courtroom. At the request of Commissioner Van Beek, discussion ensued regarding how COVID has affected court operations. It is believed that Zoom will remain a helpful tool in court operations along with iPads that are used in the jail, however, there are only certain things that can be done virtually. Ms. Kennel explained that with Zoom they have to have two clerks in the courtroom – one to run Zoom and the other to operate the recording device and do the court work. Normally they would ask for one clerk per judge but if they were to get two new judges they would need at least three court clerks. Ms. Kennel spoke briefly about some of the responsibilities of the clerks. Commissioner Dale said he would be in favor of a pared-down request for maybe just two judges. Judge Southworth said they are more in need of magistrate judges vs. district judges and Mr. Tyler said that the numbers indicate they need three judges but understands that there are constraints on county resources. Commissioner White asked Mr. Wagoner to provide more concrete numbers for each scenario that was discussed. A sample letter was provided by email to the Board for review prior to the meeting. The meeting concluded at 9:29 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DISCUSS COVERED LOAD ORDINANCES

The Board met today at 9:36 a.m. to discuss covered load ordinances. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Deputy P.A. Mike Porter arrived at 9:38 a.m., Chief Deputy Sheriff Marv Dashiell, Director of DSD Tricia Nilsson, Jon and Margie Watson and Deputy Clerk Jenen Ross. Ms. Watson explained that trucks hauling unsecured gravel on certain roads has been a problem for several years and she feels it is becoming a real safety issue. Discussion ensued regarding loads being covered, gravel being filled above the sideboards, enforcement and potential solutions. Chief Dashiell said he would be in contact with the gravel operations tomorrow to start the conversation about taking more care to make sure the trucks are properly loaded and debris is cleaned from the fenders. He said that CCSO has a good working relationship with the highway districts and ISP and could work in conjunction with them to reduce the issue of flying gravel. This meeting was for informational purposes only. No Board action was take or necessary. The meeting concluded at 10:24 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:31 a.m. for a meeting with the Fleet Director to discuss general issues, set policy and give direction. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Fleet Director Mark Tolman and Deputy Clerk Jenen Ross.

Director Tolman updated the Board on the following:

- They are working to get the marine equipment winterized
- Patrol units along with the animal control vehicles have been ordered for this year
- He is continuing to work with offices and departments to make sure they are getting the right vehicle for their needs
- Approximately 12 vehicles are being prepared to be auctioned

The meeting concluded at 10:48 a.m. An audio recording is on file in the Commissioners' Office.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 20, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED PURCHASE ORDER

The Board approved the following purchase order:

- BOE in the amount of \$7,963.00 for the Information Technology Department

APPROVED LIQUOR CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Clearwater Canyon Cellars for use on November 19, 2020 at Still Water Hollow for a catering event.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER ACTION ITEMS

The Board met today at 9:08 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Pam White and Tom Dale, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. The action item was considered as follows:

Consider signing real estate lease agreement between Canyon County and West Valley Humane Society: Zach Wesley said this is a renewal of a lease that has been in place for several years. There are no significant changes from previous years. The budget numbers were confirmed with the

Controller – for FY2021, \$200K was budgeted for support and is paid in monthly increments and \$100K is allocated to the facilities budget for maintenance of the building. Upon the motion of Commissioner Dale and second by Commissioner White the Board voted unanimously to sign the real estate lease agreement between Canyon County and West Valley Humane Society (see agreement no. 20-144).

Consider signing Treasurer's tax charge adjustments by PIN for September 2020: Commissioner Dale made a motion to sign the Treasurer's tax charge adjustments by PIN for September 2020. The motion was seconded by Commissioner White and carried unanimously.

The meeting concluded at 9:11 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:00 a.m. with the Director of Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Director of Juvenile Detention Sean Brown, Deputy Director of Juvenile Detention Shawn Anderson and Deputy Clerk Jenen Ross.

The following updates were provided to the Board:

- Shawn Anderson has been promoted to Deputy Director
- Population has fluctuated between 18 and 25 this month with the average stay being 14 days
- A Transition Coordinator with the Caldwell School District is working to get the GED program restarted and the detention center reinstated as a GED test center next month; the other thing being discussed is getting some of the detention center staff certified as test proctors
- The school teacher working with the detention center took the year off due to COVID so an aide has been provided on a full-time basis for the schooling
- The Cabin writing program has restarted virtually
- The smoking cessation program took place last week; a health education program provided by SWDH is being considered but they are still evaluating the logistics
- One new person has been hired as well as a couple of part-time people
- The State inspection was done recently via Zoom; they were commended for their report writing
- When necessary juveniles under IDJC purview are being held at the detention center and Mr. Brown will be meeting with them tomorrow to discuss programming

The meeting concluded at 10:18 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH DIRECTORS OF JUVENILE PROBATION AND MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:18 a.m. with the Directors of Juvenile Probation and Misdemeanor Probation to discuss general issues, set policy and give direction. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Chief Juvenile Probation Officer Elda Catalano, Director of Misdemeanor Probation Jeff Breach, Assistant Director of Misdemeanor Probation Oneida de la Bretonne and Deputy Clerk Jenen Ross.

Chief Juvenile Probation Officer Elda Catalano updated the Board on the following:

Elda:

- Currently they have 283 juveniles under their supervision. 15 are at the Department of Juvenile Corrections, 72 are in the diversion program and the remaining are either on informal adjustment or probation. Staff performed 642 face-to-face contacts
- Employee performance reviews are being conducted which should be completed by the end of December
- 3 Staff members are attending a virtual sex offender training conference
- IJJ (Idaho Juvenile Justice) conference was moved from Sept to Nov. Five staff will be attending virtually on scholarship
- Last year a grant was accepted for status offenders but due to COVID it was not spent and the deadline was extended to the end of September 2021

Director Breach updated the Board on the following:

- Introduced Ms. de la Bretonne to the Board
- Case numbers have been on a downward trend over the past 3 months
- Director Breach has been asked to be on the Grants Review Counsel as the Misdemeanor Probation Administrator representative; he also participates on another committee working to update the standards and obligations that each county probation department operates under
- In the process of adding two new drug testing facilities, both of which offer testing at half the price of other facilities

The meeting concluded at 10:32 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER AN APPEAL BY JOHN CARPENTER OF A CONDITIONED APPROVAL OF A HOME BUSINESS, CASE NO. AD2020-0029APL

The Board met today at 2:00 p.m. to conduct a continued public hearing in the matter of an appeal by John Carpenter of a conditioned approval of a home business, Case No. AD2020-0029APL. Present were: Commissioners Pam White, Tom Dale, and Leslie Van Beek, Deputy PA Zach Wesley, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, John Carpenter, Jim Jolly, Holly Reising, and Deputy Clerk Monica Reeves. There were no Webex participants for today's hearing other than the Commissioners. Today's hearing was continued from September 1, 2020 so that Director Nilsson could contact legal regarding Commissioner Dale's question about the necessity of having this hearing. (*The hearing was subsequently rescheduled from September 22 and October 9 to today's date.*) Director Nilsson said at the September 1st hearing there were two items the Board requested so an addendum report was prepared which addresses: 1. *Why this use did not qualify as a by-right home occupation.* There is a standard for home occupation that it has to not require additional off-street parking spaces and because of the number of people coming to the yoga studio it did require additional parking so that moved it out of home occupation into a home business. 2. *The dimensions of the private road and issues around the private road that serves the properties.* The road does not meet standards. It does have 26 feet off the approach at French Road and it narrows to the first driveway to 13 feet, but it needs to be a minimum of 20 feet, but staff believes the fire district would like it to be wider. Staff has received another complaint about operating outside the hours and so we need to hear from the parties. John Carpenter said there were conditions that included agency requirements and hours of operations, but neither of those items have been adhered to. Holly Reising said the hours of operation are M-F, 8-5; but she is also holding classes on Saturdays. Regarding the road, the onus is on the business to come up with solutions, not Mr. Carpenter. Jim Jolly said there is ample parking and he questioned how the yoga studio does not qualify as a home occupation. Director Nilsson said it was determined when the application that it was a home business based on the number of cars coming in. Mr. Jolly said that has changed and now they are carpooling and there is plenty of parking. Zach Wesley said with a home occupation if you meet the definition under the ordinance then you can use that as a matter of right in certain zones. A home business requires going through this process for approval. One of the significant differences between a home occupation and a home business that is applicable to this case is that the home occupation cannot require additional off-street parking and so this is a home business under the County's ordinance because they have patrons and that could require off-street parking. Home occupation would be something where you are working from home but not generating any customers/patrons who are coming to the home, i.e., a call operator. If customers come in it's a home business. Commissioner Dale said it sounds like there is ample parking on site for what they are doing; there's one car per session and there are four parking spaces at one dwelling and three more at the other for a total of seven, without going off-street. Director Nilsson said in looking at the application it noted student parking which led staff to think there is additional parking for students. It wasn't indicated whether it was existing or proposed. Discussion ensued regarding the standards relating to parking and vehicles on site, and the difference between home occupation and a home business. DSD needs to see a site plan with available parking identified and the number of cars that come to the home at regular scheduled times. Holly Reising said she thrives on consistency; classes are offered Monday through Friday and those times have not changed since February. She does offer yoga on Saturdays but it's not a class, it's free. They still carpool on Saturdays. Ms. Reising indicated she will provide a site plan. John Carpenter stated he complained to the County because classes were

happening at 5:30 a.m. and late at night and there was zero concern for the neighbors. He complained and Director Nilsson ruled it as a home business. He said the only reason people are carpooling is because it's a condition, and if the County takes away the home business they will no longer have the condition of carpooling. He wants Ms. Reising to be transparent about the hours of operation. The road is not wide enough for cars to pass, and the burden to improve the road is not on him. He said the County messed up by not requiring a road users maintenance agreement when the second house was built, and they messed by not requiring the road to be 20 feet. The responsibility of road maintenance should be shared by the parties who are using it. Director Nilsson said staff received a recorded road users' maintenance agreement for that building permit, but DSD does not referee private agreements between parties. Upon the motion of Commissioner Van Beek and the second by Commissioner Dale, the Board voted unanimously to close public testimony. During the Board's deliberation there was a review of the ordinance as it relates to home occupation, road improvement issues, the need to have the parties come to some form of agreement on the hours of operation, and the road users' maintenance agreement. Following comments by Deputy PA Zach Wesley, and further discussion by the Board it was decided to require a mediator in this case. Commissioner Van Beek made a motion that the parties engage a mediator to help mitigate some of the issues that would bring resolution to both sides and that allows the road users' maintenance agreement to be fulfilled so that all parties are using the road and would allow the yoga to continue as a viable business in Parma. Commissioner White seconded the motion and said there will be a maintenance agreement and the two parties will come together and a schedule will be put in place that offers flexibility. Commissioner Dale believes it skirts the fundamental issue of whether this is a home business or a home occupation and that needs to be resolved one way or the other and if they can work it out that is fine, although he doesn't know that that is the best way to go because it involves some expense on both sides. Commissioner White said the two issues that have to be mediated are going to exist regardless of the title be it a home occupation of a home business. Regardless of that the road is inadequate. The Carpenter family needs to know what is going on with the business schedule. Commissioner Dale said if the Board determines it does not qualify as home occupation and it has to continue under the use permit as a home business then the hours can be set and regulated, and the road agreement could be mandated as well. Commissioner Dale was opposed to the motion. The motion carried by a two-to-one split vote. Mr. Wesley asked the Board to set the matter for a date for Legal and DSD to bring a mediation order with the statutory framework in it. The Board continued the hearing to October 23, 2020 at 11:00 a.m. The hearing concluded at 3:26 p.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - PURSUANT TO IDAHO CODE §74-206(1)(E) TO CONSIDER PRELIMINARY NEGOTIATIONS INVOLVING TRADE OR COMMERCE IN WHICH THE COUNTY IS IN COMPETITION WITH GOVERNING BODIES IN OTHER STATES OR NATIONS

Commissioner Dale made a motion to go into Executive Session at 3:36 p.m. pursuant to Idaho Code, Section 74-206(1) (e) to consider preliminary negotiations involving trade or commerce in which the County is in competition with governing bodies in other states or nations. The motion was seconded by Commissioner Van Beek. A roll call vote was taken on the motion with

Commissioners Dale, Van Beek and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White, Tom Dale, and Leslie Van Beek, Steve Fultz from the City of Caldwell, Chief Deputy Assessor Joe Cox, Deputy P.A. Brad Goodsell who joined via conference call, and Deputy Clerk Monica Reeves. The Executive Session concluded at 4:01 p.m. with no decision being called for in open session.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 21, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS NO. 2102

The Board of Commissioners approved payment of County claims in the amount of \$1,857,473.44 for a County payroll.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- SHE, Inc., in the amount of \$15,489.96 for the Information Technology Department
- Oracle, Inc., in the amount of \$2,000.00 for the Information Technology Department
- Paessler AG in the amount of \$1,381.25 for the Information Technology Department
- Dell in the amount of \$14,355.45 for the Sheriff's Office
- Faro Technologies in the amount of \$5,626.69 for the Sheriff's Office

MEET WITH EMERGENCY OPERATIONS MANAGER REGARDING STORAGE FOR PPE

The Board met today at 1:34 p.m. with the Emergency Operations Manager regarding storage for PPE (person protective equipment). Present were: Commissioners Pam White and Tom Dale, Sheriff Kieran Donahue, EOM Christine Wendelsdorf, Fleet Director Mark Tolman, Controller Zach Wagoner and Deputy Clerk Monica Reeves. Ms. Wendelsdorf is requesting permission to lease some warehouse space to store PPE. Currently, the supplies are stored on pallets at multiple locations, some of which are not owned by the County, and for the sake of efficiency, security and distribution they need to find another location. The current practice has been to rent moving trucks, trailers, and drivers with some of the work being done on nights and weekends. Director

Tolman estimates they will need around 30,000 square feet. The County is currently paying \$30,000 a year for the storage we have and if we go with a larger space perhaps there is an option to coordinate the storage places. It would be preferable if the space was in Caldwell, but that may not be possible. Sheriff Donahue said the Facilities Director needs to be brought into this discussion to see if he is agreeable to consolidating warehouse space. The County has an opportunity to purchase a hyster and trailer for \$36,400 which includes the cost of having it shipped from Twin Falls. Controller Wagoner believes that expense would be covered by CARES Act monies. There was discussion about a possible lease situation to be paid in one lump sum, but the Board needs Legal to weigh in. Discussion ensued about the logistics of hauling, moving, and transporting equipment. Commissioner White asked if we need to get bids, but Controller Wagoner said with the price being under \$50,000 we won't have to get bids. Commissioner Dale said we will not need to put a realtor under contract, we'll just need to contact someone. Sheriff Donahue wants Legal to review what's been discussed today and so the Board will address it tomorrow morning at the legal staff update. The meeting concluded at 2:04 p.m. An audio recording is on file in the Commissioners' Office.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 22, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS NO. 567800 TO 567843

The Board of Commissioners approved payment of County claims in the amount of \$59,896.74 for accounts payable.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- C&B Trailers in the amount of \$15,715.00 for the Emergency Management Office
- Dillon Toyota Lift in the amount of \$26,900.00 for the Emergency Management Office
- HP Inc., in the amount of \$1,856.00 for the Information Technology Department
- HP Inc., in the amount of \$3,544.00 for the Information Technology Department
- ~~Mountain Home Auto Ranch in the amount of \$47,215.00 for the Emergency Management Department~~ – *This purchase order was approved on October 22, 2020 but was later voided and replaced with a separate purchase order on a later date.*

APPROVED LIQUOR CATERING PERMITS

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar for use on November 5, November 6, November 14, November 21, and November 22, 2020 at Stillwater Hollow for a catering event.

MEETING TO CONSIDER MATTERS RELATED TO MEDICAL INDIGENCY

The Board met today at 8:45 a.m. to consider matters related to medical indigency. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Director of Indigent Services Yvonne Baker, Case Manager Terri Salisbury and Deputy Clerk Jenen Ross.

Upon the motion of Commissioner Van Beek and second by Commissioner White the Board voted unanimously to issue an approval on case no. 2020-0655.

Commissioner Dale made a motion to issue denials on case nos. 2021-0001, 2021-0011 and 2020-1098. The motion was seconded by Commissioner Van Beek and carried unanimously.

Liens were presented for Board signatures.

The meeting concluded at 8:47 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2020-869

The Board met today at 9:01 a.m. to conduct a medical indigency hearing for case no. 2020-869. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Deputy P.A. Tyler Powers, Deputy P.A. Dan Blocksom, Director of Indigent Services Yvonne Baker, Case Manager Kelsee Hale, Attorney Mark Peterson for St. Luke's, Tara Roberts with St. Luke's, Applicant and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Dale and second by Commissioner Van Beek the Board voted unanimously to continue the case to December 3, 2020. The hearing concluded at 9:15 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NOS. 2019-1185 AND 2019-1183

The Board met today at 9:22 a.m. to conduct a medical indigency hearing for case nos. 2019-1185 and 2019-1183. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Deputy P.A. Tyler Powers, Deputy P.A. Dan Blocksom, Director of Indigent Services Yvonne Baker, Attorney Bryan Nickels for St. Al's and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Dale and second by Commissioner Van Beek the Board voted unanimously to approve the case. The hearing concluded at 9:25 a.m. An audio recording is on file in the Commissioners' Office.

INDIGENT MATTERS

The Board met today at 9:28 a.m. to consider indigent matters. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Director of Indigent Services Yvonne Baker, Case Manager Kelsee Hale and Deputy Clerk Jenen Ross. Neither the hospital nor the applicant appeared for the following cases: 2020-839, 2020-907, 2020-804, 2020-891 and 2020-879. Upon the motion of Commissioner Van Beek and second by Commissioner Dale the Board voted unanimously to issue final denials with written decisions within 30 days.

Director Baker spoke about case 2007-561 which is an approved case but the applicant wants to refinance their house but the bank has requested a subordination agreement. Upon the motion of Commissioner Van Beek and second by Commissioner Dale the Board voted unanimously to sign the subordination agreement.

The meeting concluded at 9:30 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER ACTION ITEMS

The Board met today at 10:01 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Chief Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley arrived at 10:11 a.m. left at 10:22 a.m., EOM Christine Wendelsdorf, DSD Director Tricia Nilsson left at 10:22 a.m., Fleet Director Mark Tolman, CCSO Senior Administrative Specialist Margaret Spurgeon left at 10:11 a.m., Assessor Brian Stender left at 10:07 a.m., GIS Land Records Supervisor Sarah Sluss left at 10:07 a.m., Controller Zach Wagoner and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider signing amendment to the agreement dated July 7, 2014 with Pictometry International Corp.: Ms. Sluss explained this amendment is to add a 4th flight at the reduced 2014 pricing; the original contract only included 3 flights. The 4th flight will be approximately \$116K but the cost is shared with the cities of Caldwell and Nampa and the highway district making the cost to the county about \$91K. Upon the motion of Commissioner Dale and second by Commissioner Van Beek the Board voted unanimously to sign the amendment to the agreement dated July 7, 2014 with Pictometry International Corp. (see agreement no. 20-145).

Consider signing Federal Annual Certification Report and Annual Equitable Sharing Agreement for the Sheriff's Office and City-County Narcotics Unit: Ms. Spurgeon explained that this report is completed annually in order to keep the narcotics unit compliant so the Sheriff's Office can conduct co-cases with federal agencies and receive shared assets for operating expenses. She then

responded to questions posed by Commissioner Van Beek. Upon the motion of Commissioner Van Beek and second by Commissioner Dale the Board voted unanimously to sign the Federal Annual Certification Report and Annual Equitable Sharing Agreement for the Sheriff's Office and City-County Narcotics Unit (see agreement no. 20-146).

Director Nilsson and Mr. Wesley are looking for Board direction regarding the emergency ordinance that was adopted in April to provide a neighborhood comment period in lieu of face-to-face neighborhood meetings. Per state law this ordinance expires after 182 days which is next Tuesday and the law does not allow for it to be continued. The options would be to do an interim ordinance or permanent ordinance. Director Nilsson's suggestion is to provide in the permanent ordinance an option for people to do one or the other (either a face-to-face meeting/comment session or use an online platform to collect comments). Instead of a pre-application meeting the applicant would send their proposal out to the same list of people that would be invited to a face-to-face meeting with an opportunity for neighbors to offer written comment. Those comments would then be collected and submitted with the formal application to the county. After additional discussion regarding the logistics of adding the online option to the ordinance, Director Nilsson said she will draft the revised ordinance which will then be reviewed by Zach Wesley and make its way thru planning and zoning. She doesn't anticipate it would even make it to planning and zoning until early next year.

A follow-up discussion was had to a conversation that was had yesterday regarding PPE storage, warehouse space lease and the procurement of trailers. Ms. Wendelsdorf has over 200+ pallets of PPE that are currently being stored in several different locations that she is in need of one storage space for. With everything being stored in different locations it is becoming difficult to properly track the supplies and the distribution is inefficient. One idea is to find one large storage space that could be used for both PPE storage and storage of county items since the storage unit currently used by the county is full. Commissioner Van Beek said that based on a conversation she had with Facilities Director Paul Navarro she doesn't understand the need for an additional trailer or forklift. Ms. Wendelsdorf explained that the logistics of coordinating between herself, fleet and facilities is very cumbersome and inefficient. With access to her own resources, Ms. Wendelsdorf feels she would be able to handle requests within a day vs. taking several days or weeks having to coordinate everyone. Director Tolman said that forklift operation certification is done every year so getting Ms. Wendelsdorf certified to operate the machine wouldn't be an issue. In regard to the type of forklift to be purchased he said it would be a better fit for what they are doing. The equipment fleet currently has doesn't have tires that are effective for the surfaces being driven on, additionally the trailers are sustaining damage as they are not designed for hauling pallets. Commissioner Dale asked if these purchase would qualify for use of the CARES monies. Mr. Wagoner said that there is an option to submit paperwork for pre-approval to confirm the expenses would be reimbursable however the process can take 1-2 weeks. Commissioner Van Beek would like to see this purchase go thru the pre-approval process. Mr. Laugheed said he believe formal Board action would come in the form of approval of the purchase orders and/or reimbursement claim. He noted for the record that all of the individual components are under the \$50,000 which is one of the exceptions to formal procurement as is the emergency circumstance. Controller Wagoner, Mr. Laugheed and Ms. Wendelsdorf are confident these expenses are COVID

related and will be reimbursed and Mr. Laugheed said he is not sure the route of pre-approval is necessary. With that information, Commissioners White and Dale are comfortable in moving these purchases forward without the pre-approval process. It was also suggested that Ms. Wendelsdorf work with Mr. Navarro regarding storage facilities.

The meeting concluded at 10:54 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – PRELIMINARY PLAT, IRRIGATION PLAN AND DRAINAGE PLAN FOR WEATHERBY ESTATES SUBDIVISION

The Board met today at 1:30 p.m. to conduct a public hearing in the matter of a request to approve the preliminary plat, irrigation plan drainage plan for Weatherby Estates Subdivision, Case No. SD2019-0053. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Marianne Robinson, "Eddie" an interested citizen, and Deputy Clerk Monica Reeves. Mathew Graham participated via Webex. Jennifer Almeida gave the oral staff report. Matthew Graham gave testimony as the design consultant from T-O Engineers. In response to questions from Commissioner White about subdivision improvement requirements, Mr. Graham said the City of Nampa told him that a deferral of the subdivision improvements means they will never be put in, and a waiver means the improvements will be put in in the future when the property is annexed into the city. He said the developer has requested a waiver of subdivision improvement requirements, which will be put in in the future. The city engineering department was in favor of the waiver but it was denied by the city council. Commissioner Dale said the definitions are backwards because a waiver means you don't ever have to do it, and a deferral means you defer it to a future date. Discussion ensued about the plans for subdivision improvements. Neutral testimony was offered by Tammy Schuyler and Marianne Robinson who raised the following concerns: a desire for larger estate-type lots, light pollution, negative impacts from multiple wells and septic systems, irrigation and the maintenance of the irrigation ditch so that the current water delivery will continue. Rebuttal testimony was offered by Mr. Graham. Following testimony, Commissioner Dale made a motion to close public testimony. The motion was seconded by Commissioner Van Beek and carried unanimously. Commissioner Dale asked staff to add a plat note to make sure people understand there is an airport flight path/pattern nearby and there will be noise involved and they cannot complain about it. Director Nilsson suggested the Board strike Condition No. 7 which states "*The development shall comply with the city of Nampa requirements, including, but not limited to, installation of curb, gutter, sidewalk, streetlights and landscaping.*" Commissioner White said she is only against curb, gutter and sidewalk, but she thinks the lighting should be addressed within the CC&R's and also that the landscaping (grass) goes to the pavement. Commissioner Dale instead suggested language be included that says the improvements shall be deferred until the property is annexed. Director Nilsson suggested the Board add Condition No. 10 that requires the applicant to coordinate with City of Nampa on the appropriate plat note to recognize the proximity to the Nampa airport. Commissioner Van Beek said she does not want to override what the City of Nampa deems in their area of impact in the future, and she is not in favor of removing a landscaping requirement. Commissioner White wants to make sure the applicant and the City of

Nampa are on the same page as far as waivers/deferring improvements. Director Nilsson said we need to get clarification on whether the city approved a waiver or a deferral and she suggested the matter be continued so staff can contact the city. Commissioner Van Beek wants to make sure the water source continues with integrity. Commissioner Dale said he supports the parties working together on the water issue but he said the County cannot mandate that. Following the Board's deliberation Commissioner Dale made a motion to continue the hearing to November 2, 2020 at 9:00 a.m. The motion was seconded by Commissioner Van Beek and carried unanimously. The hearing concluded at 3:10 p.m. An audio recording is on file in the Commissioners' Office.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 23, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED PURCHASE ORDER

The Board approved the following purchase order:

- Information Technology in the amount of \$2,400.00 for the Trial Court Administration Office/Family Court Services Sheriff's Office

MEET WITH THE COUNTY ASSESSOR TO DISCUSS AN UPGRADE TO THE QUEUING SYSTEM AT THE DMV

The Board met today at 8:30 a.m. with the County Assessor to discuss an upgrade to the queuing system at the DMV. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Assessor Brian Stender, Chief Deputy Sheriff Marv Dashiell, IT Director Greg Rast and Deputy Clerk Jenen Ross.

Assessor Stender gave a background on the necessity of this system. Due to space constraints within the DMV they do not have the capacity to have people waiting inside the building and maintain social distancing. With winter coming they would like to have the option for people to wait in their vehicle until their appointment time. The system being considered today will be able to accommodate people waiting in their vehicle along with the option to make an appointment

with text notification of your appointment. Ideally, Assessor Stender would like to hire a temporary person to work as a greeter/check-in person but for right now they are using the staff available to check in with people in an effort to be as efficient as possible. With the new state system being implemented he has already lost several employees due to tension and issues that have occurred. Based on a question from Commissioner Van Beek, Assessor Stender spoke about the logistics of having both walk-in customers and customers who have made appointments. Mr. Rast explained this is considered a critical project and his department is making it a priority. Discussion ensued regarding some of the issues that are being encountered at the DMV with the new system, stressors to the staff and other ways that could be or have been tried to make things easier and more efficient for both the staff and the public. Assessor Stender said this is a project that CARES monies will be used for as it is a result of changes that had to be made due to the pandemic. Chief Dashiell said on the driver's license side they are going to piggyback on this system with the Assessor's Office as they are facing some of the same challenges. In total there will be three purchase orders coming before the Board for this project – IT will need to purchase a server to run the system and then both the Assessor's Office and Sheriff's Office will have purchase orders for the actual system. At the request of Commissioner Van Beek, Assessor Stender and Chief Dashiell reviewed the on-going costs for the system. The anticipated roll out is still to be determined but Director Rast has requested that Nemo-Q be onsite when it happens. Commissioner Dale made a motion to approve moving forward with acquiring purchase orders for a new queuing system at the DMV. The motion was seconded by Commissioner Van Beek and carried unanimously. The meeting concluded at 9:02 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER MATTERS RELATED TO KARCHER FARM, LLC AND SS KARCHER LLC:
RESOLUTION FOR THE COMPREHENSIVE PLAN MAP AMENDMENT, AN ORDINANCE FOR THE
CONDITIONAL REZONE, AND A DEVELOPMENT AGREEMENT

The Board met today at 9:15 a.m. to consider matters related to the conditional rezone and the comprehensive plan map amendment for Karcher Farm, LLC, and SS Karcher, LLC, Case No. CR2018-0002 and Case No. OR2018-0004. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Deputy PA Zach Wesley, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. Ms. Almeida reported that the request, along with a development agreement, was approved by the Board back in August. The development agreement has now been signed by all the property owners and is ready for the Board's signature. She noted that the Board added two conditions which were in addition to what staff had recommended. Commissioner Van Beek had questions of staff regarding some of the conditions. Following discussion Commissioner Dale made a motion to authorize the Board to sign the resolution for the comprehensive plan map amendment, the ordinance for the conditional rezone, and the development agreement for this application. Commissioner Van Beek seconded the motion with the consideration that we have the opportunity for review what the fire restrictions will look like at the platting stage. The motion carried unanimously. (See Ordinance No. 20-032,

Resolution No. 20-163, and Agreement No. 20-147). The meeting concluded at 9:22 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING THE RESOLUTION REGARDING A VACATION OF CASE NO. VAC2019-0001 FOR BRODIE GRAHAM

The Board met today at 9:30 a.m. to consider the resolution regarding a vacation of Case No. VAC2019-0001 for Brodie Graham. Present were: Commissioners Pam White, Leslie Van Beek and Tom Dale, DSD Director Tricia Nilsson, DSD Planner Dan Lister, and Deputy Clerk Monica Reeves. Dan Lister reported the resolution is for a portion of Lot 2, Block 1 of Deer Sky Ranch Subdivision which is being adjusted out to an un-platted lot. The Board previously approved the request and there were two conditions that were required to be met prior to signing the resolution and those have been met. Commissioner Dale made a motion to authorize the Board to sign the resolution to vacate approximate 3.2 acres of Lot 2, Block 1 of Deersky Ranch Subdivision, Parcel R30194101 to be adjusted into Parcel R30194 which is an un-platted parcel. The motion was seconded by Commissioner Van Beek and carried unanimously. (Resolution No. 20-164.) The meeting concluded at 9:33 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO RECEIVE AND REVIEW QUARTERLY JAIL INSPECTION REPORT

The Board met today at 10:00 a.m. to receive and review the quarterly jail inspection report. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Captain Harold Patchett, Lt. Dale Stafford, Lt. Martin Flores and Deputy Clerk Monica Reeves. Due to COVID the Board has not been touring the jail in person so it meets with jail staff to review the inspection report form each quarter. The Board reviewed the responses to the questions on the form. Captain Patchett and staff spoke about the protocols the jail staff follows regarding COVID precautions; the status of the remodel work that's being done; jail population; he addressed an inmate grievance that was filed; spoke of the work being done to address the door hinges in Pod 6; plans for a staff recognition event and staffing levels. Staff also responded to questions from the Board regarding the operation of Pod 6. The meeting concluded at 10:25 a.m. An audio recording is on file in the Commissioners' Office.

CONTINUATION OF THE PUBLIC HEARING TO CONSIDER A REQUEST BY JOHN CARPENTER FOR APPEAL OF A CONDITIONED APPROVAL OF A HOME BUSINESS, CASE NO. AD2020-0029APL – SIGN ORDER FOR MEDIATION

The Board met today at 11:01 a.m. for the continuation of a public hearing regarding John Carpenter's appeal of a conditioned approval of a home business, Case No. AD2020-0029APL. Present were: Commissioners Pam White, Tom Dale, and Leslie Van Beek, DSD Director Tricia Nilsson, Deputy PA Zach Wesley, and Deputy Clerk Monica Reeves. Today's hearing was continued from October 20, 2020 so that Zach Wesley could prepare a draft mediation order, which he reviewed with the Board this morning. Following review and comment, the Board signed the

Order for Mediation which gives the parties one week to select a mediator from the list maintained by the Idaho Supreme Court. The parties will have 35 days to wrap up the mediation process. The meeting concluded at 11:12 a.m. An audio recording is on file in the Commissioners' Office.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 26, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS NO. 567895 AND 567844 TO 567894

The Board of Commissioners approved payment of County claims in the amount of \$16,470.19 and \$114,847.31 for accounts payable.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Nemo-Q LP in the amount of \$7,809.00 for the Sheriff's Office
- Nemo-Q, LP in the amount of \$10,725.00 for the Information Technology Department and the Assessor's Office

PUBLIC HEARING – GLENN AND ROBIN SEYMOUR'S REQUEST FOR A PLAT VACATION

The Board met today at 1:30 p.m. for a public hearing in the matter of a request by Glenn and Robin Seymour to vacate plat note #4 on the Lansing Meadows Subdivision final plat, Case No. VAC2020-0001. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, DSD Director Tricia Nilsson, Robert Hamlin, Glenn Seymour, Robin Seymour, and Deputy Clerk Monica Reeves. Present via Webex: DSD Planner Dan Lister, Kevin Bishop and David Snow. Dan Lister gave the oral staff report. The plat note restricts lots to a 26-foot front, side, and rear setback. The applicants' property is located at 8966 New Castle Road in Middleton, however, the vacation will affect properties within Lansing Meadows Subdivision. On July 1, 2020, the P&Z Commission recommended denial of the requested plat vacation. Glenn and Robin Seymour have replaced Robert and Sharlene Hinshaw as the project applicant. The Hinshaws applied because they had issues with an accessory structure they wanted to place on the property and there were 26-foot setbacks and they realized 16 lots had similar structures that did not abide by the setbacks at the

time so they submitted a plat vacation to alter it to 50-feet and then later they wanted to get rid of the plat note altogether. Mr. Lister gave a history of the development in Lansing Meadows Subdivision including the restrictive setbacks and the resulting inconsistencies, and he spoke of the confusion and concerns raised at the P&Z Commission hearing. October 13, 2020 Glenn Seymour submitted information including 33 petitions of support from property owners. In addition, Lansing Meadows Homeowners Association provided a letter and minutes showing the majority vote by the HOA to support the plat vacation request. According to Mr. Lister the P&Z Commission had a difficult time making a decision and they ultimately denied the request. Staff recommends approval of the request and found it to be consistent with the subdivision code and state law requirements. Mr. Lister and Director Nilsson responded to questions from the Board following the staff report. Glenn Seymour gave testimony in support of his request noting there 23 property owners who built within the restriction and removing the plat note #4 will clear up 20 of those. Kevin Bishop is the HOA President for Lansing Meadows Subdivision and he testified the intent is to control the subdivision through the architectural committee and the HOA. At the P&Z Commission hearing there were concerns that the requested vacation was going to change what the HOA could control. There is a lot of housing discrepancies that were done by the original builder and the plat note was not being enforced and those who moved in later assumed they were in compliance based on waivers by the architecture committee, which evidently they had no authority to grant because of plat note #4. The HOA wants this approved so they can be in compliance but also have the option to approve waivers that are applied for. There may be a couple of houses that may be violating county ordinances even after this is approved and because it was approved beforehand they would like to have a grandfather clause that does not require them to make any changes or be in violation. The HOA had an annual meeting in August and discussed the results of the P&Z hearing and how it affected them, and after a subsequent meeting was held 37 HOA members voted in favor of removing the plat note. Upon the motion of Commissioner Dale and the second by Commissioner Van Beek, the Board voted unanimously to close public comment. Commissioner Dale is in favor of the request. There are procedures in place for a subdivision to alter plat notes and they have gone through that procedure and obtained the votes needed and there is no reason not to grant this plat vacation request. There are already 23 properties that have taken advantage of building within that 26 feet and in fairness the others should have that same option. This does not negate the County's setback ordinance or having to go through the HOA to obtain the necessary clearances and permits. Commissioner Van Beek supports the request given staff's recommendation and the testimony of the HOA President. Mr. Lister said the plat vacation resolution needs to be reviewed by legal counsel so it will come before the Board at a later date. Upon the motion of Commissioner Dale and the second by Commissioner Van Beek, the Board voted unanimously to approve the request and authorized the Board to sign the findings of fact, conclusions of law and order for Case No. VAC2020-0001. Regarding Mr. Bishop's about the four nonconforming properties, Mr. Lister said they will be considered legal nonconforming uses, but if they ever make alterations they will have to meet today's setbacks but until then it is allowed through the approval that was done "back in the day." The hearing concluded at 2:11 p.m. An audio recording is on file in the Commissioners' Office.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 27, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Bonneville Blue Precision Solutions in the amount of \$28,934.00 for the Solid Waste Department
- HP, Inc., in the amount of \$1,881.00 for the Information Technology Department
- HP, Inc., in the amount of \$3,880.00 for the Information Technology Department
- BOE in the amount of \$1,300.00 for the Information Technology Department
- SANS: Security Awareness in the amount of \$5,340.00 for the Information Technology Department
- SHI, Inc., in the amount of \$8,668.00 for Information Technology Department
- Carousel Industries in the amount of \$10,351.06 for the Information Technology Department
- Coble Promotions, LLC in the amount of \$14,529.00

APPROVE VACATION LEAVE TO SICK LEAVE TRANSFER FORMS

The Board approved vacation leave to sick leave transfer forms for Samantha Landis, Cherno Jagne, Greg Rast, Anita Hollis, Karen Serratos, Don Dutton, Eric Jensen, Kenny Jack, and Mike Davidson.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER ACTION ITEMS

The Board met today at 9:00 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Pam White and Leslie Van Beek, Deputy P.A. Brad Goodsell left at 9:15 a.m., Deputy P.A. Mike Porter, Deputy P.A. Dan Blocksom left at 9:05 a.m., Deputy P.A. Zach Wesley, Director of Juvenile Detention Sean Brown left at 9:07 a.m., Controller Zach Wagoner left at 9:15 a.m., Treasurer Tracie Lloyd left at 9:15 a.m., Director of Court Operations Denise Kennel left at 9:05 a.m., Chief Public Defender Aaron Bazzoli and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider signing legal notice of entering into personal services contract(s) for various professional services: Mr. Blocksom explained these are renewal contracts and this is to provide notice that they *may* go over \$10K this year. Upon the motion of Commissioner Van Beek and second by Commissioner White the Board voted unanimously to sign the legal notice of entering into personal services contract(s) for various professional services.

Consider signing independent contractor agreements for interpreter services with Tatiana Nazareo and Paul Tu: These contracts are similar to other interpreter contracts that have been signed recently. Ms. Kennel noted for the record their languages and that they are both certified. Upon the motion of Commissioner Van Beek and second by Commissioner White the Board voted unanimously to sign the independent contractor agreements for interpreter services with Tatiana Nazareo (see agreement no. 20-148) and Paul Tu (see agreement no. 20-149).

Consider signing Canyon County Juvenile Detention housing agreements with Elmore County and Boise County: Director Brown said the only change to the agreements is that the daily rate from \$191 to \$210. Upon the motion of Commissioner Van Beek and second by Commissioner White the Board voted unanimously to sign Canyon County Juvenile Detention housing agreements with Elmore County (see agreement no. 20-150) and Boise County (see agreement no. 20-151).

Consider signing resolution authorizing inclusion of certain charges, other than property taxes, on tax notices as authorized by Idaho Code: Brad Goodsell said that this is something that happens annually. Requests are received from other taxing entities to add certain charges to the tax roll. Requests were received from the City of Caldwell and City of Nampa which comply with the statutory requirements. Discussion ensued regarding the specifics of the requests. Upon the motion of Commissioner Van Beek and second by Commissioner White the Board voted unanimously to sign the resolution authorizing the inclusion of certain charges, other than property taxes, on tax notices as authorized by Idaho Code (see resolution no. 20-165).

Mike Porter said that by 5:00 p.m. tomorrow the County has the opportunity to respond to the Public Defense Commission's latest proposed rules that would go before the legislature for adoption in the next session. Yesterday Mr. Bazzoli forwarded to Mr. Porter a draft of his letter and last week Mr. Porter's legal opinion was provided to the Board along with a proposed letter from the County.

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

A request was made to go into Executive Session as follows:

Commissioner Van Beek made a motion to go into Executive Session at 9:16 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (f) regarding personnel matters, records exempt from public disclosure and communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Van Beek and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Leslie Van Beek, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Chief Public Defender Aaron Bazzoli and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:26 a.m. with no decision being called for in open session.

The meeting concluded at 9:27 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

MEETING WITH THE PUBLIC DEFENSE COMMISSION RE: THE PROPOSED DRAFT RULES

The Board met today at 10:35 a.m. with members of the Public Defense Commission (PDC) regarding the proposed draft rules. Present were: Commissioners Pam White and Leslie Van Beek, Chief Public Defender Aaron Bazzoli, and Deputy Clerk Monica Reeves. Present via Webex: Representative Darrell Bolz, Eric Fredericksen, Jennifer Roark, Tammy Zokan, Kathleen Elliott, and Erik Lehtinen. Mr. Bazzoli said the Prosecutor's Office has submitted proposed written changes/objections to the rules and he will be submitting his comments in writing which are different from what the Board of Commissioners might be looking at. A lot of the questions come from the role of the executive director in the public defense roster and the limitations on who can be on it, who can be assigned, who qualifies, and who remains on the roster in terms of their qualifications. He said a lot of the questions arising from the rules are related directly to the role that the Prosecuting Attorney has with the Board as their legal advisors. Kathleen Elliott said there was concern that the executive director would have too much power over the Board. The executive director oversees the roster and right now their rules require they have a roster of compliance and a roster of noncompliant people. Their concern is making certain that they know who is practicing indigent defense in Idaho and that they are complying with the standards. The requirement for who is on the regular public defender roster are quite minimal: you have to be a member of the Idaho State Bar and you have to be compliant with the rules, and so they have changed the language so that it's clear it's not some discretionary thing. As far as the prosecution, they want to make sure the counties have freedom to ensure there is no interference from the judicial or political branches. They want to make sure defending attorneys can do what they have to do for their clients and meet the constitutional standards. Ms. Elliott said the PDC is not trying to usurp the counties authority. They recognize there is case law regarding the prosecutor's role but prosecutors have conflicts at times, for example, should the Prosecutor be negotiating what his adversaries in the courtroom are getting get paid? That is something to back off of and think about. She said it was determined at the trial level that indigent persons were not being provided with constitutional representation and the PDC was told they have to implement standards and so they spent a great deal of time doing that. They are partnering with counties to try and

understand the concerns and how can they change the language to help, but there are some things that have to be faced and that is we have not typically provided proper defense and they need to make sure we are doing that and as part of that they need to know who is providing indigent defense in the state of Idaho. It is a cornerstone of the lawsuit against the state. Ms. Elliott responded to questions from Commissioner Van Beek. Discussion ensued about the difficulties in trying to create one standard that fits 44 counties. Ms. Elliott encouraged counties to talk with the PDC and tell them what we need so they can go to the legislature and ask for resources to meet the standards. Mr. Bazzoli said a question that seems to be of concern to the Board is the idea of the process of if there is a willful deficiency and the authority of the PDC to come in and allocate county resources to what they have unilaterally determined to be a willful deficiency without any ability to challenge that. Ms. Elliott said the statute addresses this as do the current rules. They have wanted to be much more transparent and make it clear how the process can be appealed. If counties will not comply and say they will not reach compliance then the last ditch effort is the state commission can contract to address that deficiency, but she doesn't see that happening because counties are working with the PDC and they are making strides in their partnerships. She said they had rules that people struggled to understand and they are trying to make them more concise and be transparent in how they do it. Discussion ensued regarding contracts for independent counsel, vertical representation, and workloads. Commissioner White said the Board will issue its responses to the proposed rules by tomorrow's deadline. The meeting concluded at 11:17 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 1:33 p.m. with the Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Chief Public Defender Aaron Bazzoli and Deputy Clerk Jenen Ross. Mr. Bazzoli updated the Board on the following:

- There is potentially a new set of proposed rules going around that they do not have access to yet regarding some of the concerns that have been raised.
- A new attorney has been hired with the Public Defense Commission funding that was received.
- A revised job description will be coming before the Board sometime soon to change a paralegal position to a social worker job description.
- With the roll back to stage 3 they have been predominantly doing court hearings thru Zoom. Most attorneys are doing their Zoom meetings outside of the office so it's a little quieter, however, they are still meeting with all clients that are in jail face-to-face. They have actually had a good response from their clients in appearing for court, using Zoom seems to be more convenient for many of them. Jury trials were supposed to resume in mid-October but they have been delayed the past two weeks due to the upward trend in COVID cases.

- Discussion regarding office staffing and logistics of COVID safe practices and how they are keeping up with all their clients and court appearances.
- Came in under budget for FY2020.
- Looking at a new database support system – there will be another meeting with another vendor next week.
- Continuing education classes remain moving forward.
- Renovations are being done to the office in order to accommodate some growth.
- Discussion was had regarding the E-defender program.

The meeting concluded at 1:51 p.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 2:01 p.m. with the Solid Waste Director to discuss general issues, set policy and give direction. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Landfill Director David Loper, Controller Zach Wagoner and Deputy Clerk Jenen Ross. Director Loper updated the Board on the following:

- Waste amounts were up 22.73% in September, FY20 was up approximately 8.5%.
- CUP/Site certification: this application was heard at Planning and Zoning on October 15th. The CUP was approved and can now move forward with the state and health district process for site and operation certification.
- Abandonment of PB-4: the abandonment is complete and they have final reports. The new well is not showing any signs of contamination.
- FY20 flyover happened on September 30th.
- Inmate worker program: with COVID-19 the program was changed and they currently are not getting work release inmates at the landfill. They have been working with SILD and so far that has been going well.
- Purchase order for CAT Compactor GPS Systems: this equipment allows them to measure grades of the landfill without having to manually survey regularly. There was a quote provided for approximately \$20K but after the quote was received it was decided it would be beneficial to wire both compactors for the unit so that it can be moved between the machines. Originally, there was a unit with a 10" screen that was available at a discounted cost. It was later discovered that the 10" screen was too large and caused blind spots for the operator therefore a 6" screen is a better fit, however, the smaller screen is not available at the discounted cost. Due to this change the project went over the budgeted amount by about \$8900. Based on comments and concerns expressed by Commissioner Van Beek discussion ensued regarding the timing of when the quote was received and

explanation of the cost/changes in the budget line item. Controller Wagoner said that he doesn't see any issues with the changes. Director Loper operates very large pieces of equipment with huge amount of liability, safety and security of employees are of the utmost importance. He doesn't feel that decisions of this magnitude should be made on a projected estimated line item in a budget, they should be made on homework. In Mr. Wagoner's opinion Director Loper has made the right choice for the safe and efficient operation of that equipment.

The meeting concluded at 2:53 p.m. An audio recording is on file in the Commissioners' Office.

SIGN LETTER TO THE PUBLIC DEFENSE COMMISSION REGARDING COMMENTS ON PROPOSED RULEMAKING

The Board signed a letter to Kathleen Elliott, the Executive Director, of the Idaho State Public Defense Commission regarding the proposed rules currently contemplated by the Public Defense Commission. (A signed copy of the letter is on file in this day's minute entry.)

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 28, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS NO. 567896 AND 567925 AND 567926 AND 567947

The Board of Commissioners approved payment of County claims in the amount of \$193,055.79 and \$36,988.21 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order:

- Mountain Home Auto Ranch in the amount of \$47,215.00 for the Emergency Management Department. (This purchase order replaces PO #4505)

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

The Board met today at 9:03 a.m. with the Fair Director to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Tom Dale, Fair Director Diana Sinner and Deputy Clerk Jenen Ross. Director Sinner updated the Board on the following:

- Fair:
 - The fair will take place July 29 – August 1, 2021
 - The mainstage act has been confirmed
 - Sponsorship commitments are at 96% of budget for FY2021
 - 4-H/FFA Livestock – will continue with modified layout and possible change to staging of animals/scheduling
 - Market livestock sale – there has been discussion regarding the modified format of in-person and virtual sale
 - COVID strategy discussion regarding the number of people on the grounds
- Fair Building Rental:
 - A barrel racing event took place on October 21st which was the first event since March; they worked with SWDH to ensure all COVID protocols were in place and followed
 - Barrel race events will continue through mid-January
- Fair Advisory Board – strategic plan development:
 - Last year there were three areas that they worked thru: capital improvements, financials in regard to attendance/revenue and guest experience
 - In recent months the immediate focus has shifted to COVID strategy
- Expo Building:
 - A roundtable discussion was had last week with the City of Caldwell to review their comments and address some concerns they had

The meeting concluded at 9:25 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 9:33 a.m. with the Public Information Officer to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Tom Dale, PIO Joe Decker and Deputy Clerk Jenen Ross.

Mr. Decker brought to the Board's attention that they've had 4 poll workers at the O'Connor Fieldhouse test positive for COVID-19 and 5 more have called in sick and been encouraged to get

tested. Discussion ensued regarding the authority to issue a limited mask mandate in relation to the election and the polling locations. Commissioner Dale thinks that something needs to be done by the Board to mandate that masks be worn inside county buildings. However, the polling locations are not county buildings so he wonders if the Board would have the authority to enforce a mandate in those buildings. Mr. Decker said that there are masks available at the polling locations – they are encouraging use but not requiring masks be worn. Mr. Decker and EOM Christine Wendelsdorf are headed to a couple of polling locations today to make sure things are properly spaced; he anticipates with the story in the media about the positive COVID cases they will be under a microscope. Commissioner Dale reiterated that he is at the point he is willing to do something about a mask mandate for all county buildings and wondered what the authority would allow over the poll workers as they are working for the county.

The annual Halloween event will be taking place this week with just a few county offices and departments taking part. The Sheriff's Office will continue with their Trunk-or-Treat event in Justice Park. Commissioner White spoke to Sheriff Donahue who indicated that everyone will be in masks and gloves. She indicated that he feels strongly that this pandemic has been really hard on kids and they need a little normalcy and that this event will probably have less exposure than kids walking from door to door on Halloween night.

Discussion ensued regarding the PSAs being put together. Mr. Decker indicated that the three Spanish PSAs are complete and out, he believes it will begin airing on Telemundo this week; he spoke about the other agencies that will be distributing the videos. There is a push to get information out to the Latino community as adequate information has been lacking.

The meeting concluded at 9:55 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH THE WEED & GOPHER SUPERINTENDENT TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:02 a.m. with the Weed & Gopher Superintendent to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Tom Dale, Weed and Gopher Superintendent AJ Mondor and Deputy Clerk Jenen Ross. Director Mondor updated the Board on the following:

- They are starting to move owl boxes. This year they received 50-60 requests for owl boxes.
- Most of the spraying of weeds is complete for the year.
- Discussion ensued regarding an issue with a problematic address – Mr. Mondor has resolved the issue.
- His department is fully staffed. They've budgeted for a seasonal position but haven't had to use it.
- Mr. Mondor has spoken with Eddie Owens, the new manager at Deerflat Wildlife Refuge, who has indicated he is serious about getting the weeds taken care of there. They will be

meeting on November 5th to further discuss the situation and Mr. Mondor wondered if it would be possible to donate his seasonal position to work the weeds at the wildlife refuge. Mr. Owens has indicated that he has budget for the chemical but not personnel. The Board requested that Mr. Mondor come up with a plan to be presented to the Board after their November 5th meeting.

The meeting concluded at 10:23 a.m. An audio recording is on file in the Commissioners' Office.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 29, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Dell EMC in the amount of \$1,709.02 for the Information Technology Department
- Amazon in the amount of \$2,996.00 for the Information Technology Department
- National Tactical Officers Association in the amount of \$1,722.00 for the Sheriff's Office
- HP, Inc., in the amount of \$4,150.00 for the Sheriff's Office
- Defense Technology in the amount of \$1,790.00 for the Sheriff's Office

MEETING TO CONSIDER MATTERS RELATED TO MEDICAL INDIGENCY

The Board met today at 8:45 a.m. to consider matters related to medical indigency. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Director of DSD Yvonne Baker, Case Manager Terri Salisbury and Deputy Clerk Jenen Ross.

The following cases do not meet the eligibility criteria for county assistance: 2020-1119, 2020-1104, 2020-1069, 2021-0003 and 2020-1123. Upon the motion of Commissioner Van Beek and second by Commissioner Dale the Board voted unanimously to issue initial denials with written decisions within 30 days on the cases as read into the record.

Director Baker spoke about case no. 2020-392, the case was originally denied by the Board as it was believed there may be tribal insurance available. It has now been determined that there is no other resource available and the applicant meets the criteria for approval. Commissioner Dale made a motion to approve the case. The motion was seconded by Commissioner Van Beek and carried unanimously.

The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER ACTION ITEMS

The Board met today at 9:00 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Controller Zach Wagoner left at left at 9:10 a.m., Deputy P.A. Brad Goodsell left at 9:15 a.m., DSD Director Tricia Nilsson, Building Official Dave Curl, Sr. Deputy Treasurer Tonya May left at 9:15 a.m., Deputy Treasurer Tara Lehman left at 9:15 a.m., Deputy P.A. Zach Wesley and Deputy P.A. Tyler Powers arrived at 9:04 a.m. and left at 9:20 a.m. and Deputy Clerk Jenen Ross. HR Director Sue (left at 9:35 a.m.) and Benefits and Training Coordinator Nicole Ahlstrom (left at 9:31 a.m.) joined via Webex at 9:21 a.m.

Consider signing memorandum of agreement with Advocates Against Family Violence for medical and non-medical indigent care in Canyon County: Controller Wagoner said this is consistent with what was budgeted for in the FY2021 budget. Upon the motion of Commissioner Dale and second by Commissioner Van Beek the Board voted unanimously to sign the memorandum of agreement with Advocates Against Family Violence for medical and non-medical indigent care in Canyon County (see agreement no. 20-152).

Consider signing resolution declaring certain properties as not necessary for county use and authorizing sale thereof: Mr. Goodsell explained that the county is obligated to auction certain properties acquired by tax deed. The auction is scheduled for November 18, 2020. In order to do that the Board needs to declare that these are surplus properties authorizing the sale and order that a notice be published. Upon the motion of Commissioner Van Beek and second by Commissioner Dale the Board voted unanimously to sign the resolution declaring certain properties as not necessary for county use and authorizing the sale thereof (see resolution no. 20-166).

Consider signing notice of surplus property auction: This is just the notice letting the public know of the auction of surplus property. Commissioner Dale made a motion to sign the notice. The motion was seconded by Commissioner Van Beek and carried unanimously.

Consider signing notice of grant of real property to other political subdivision or taxing district: Mr. Goodsell explained that Idaho code allows the Commissioners to grant these properties to other governmental entities. Notice has been received from the Caldwell Housing Authority that they have interest in a property and there is a small piece of property that the City of Caldwell has interest in. The Board is required to publish a notice they intend to do this; a hearing will be held on November 18, 2020 to take any public comment. Upon the motion of Commissioner Van Beek and second by Commissioner Dale the Board voted unanimously to sign the notice of grant of real property to other political subdivision or taxing district.

Mr. Goodsell brought to the Board's attention that there may need to be some additional conversation as to how the auction will be conducted in order to adhere to COVID-19 safety protocols.

Consider signing Solicitation of Interest - Celebration Park East End Archaeological Resources Survey Consultant: Mr. Wesley explained this is for the east end RV improvement project at Celebration Park. Funding for the project will be paid thru the grant not to exceed \$5000. Upon the motion of Commissioner Dale and second by Commissioner Van Beek the Board voted unanimously to sign the solicitation of interest for the Celebration Park East End Archaeological Resources Survey Consultant.

Notice of ranking and/or supplemental presentation (if necessary) for request for qualifications for design and engineering services related to Celebration Park East End RV Improvement: Mr. Wesley said only one proposal was received. Directors Navarro and Schwend met as a committee and are opting to go with Cole Architects, the sole proposer. The county has worked with this firm on other projects and Director Navarro is comfortable working with them. The next step in the process is for the Board to issue a letter letting Cole Architects know they've been selected which is scheduled to happen tomorrow. After that the county can enter into contract negotiations.

Mr. Wesley explained to the Board that copays can now be paid/reimbursed thru the HRA. The Health Board Trustees agreed to include copays as part of the HRA plan. In order to make the changes effective Flores only requires an email from the HR Director. Ms. Baumgart said that Controller Wagoner is very supportive of this change and Mr. Wesley said there is no legal reason for this not to happen. The Board consensus is to move forward with this change so Director Baumgart will be in contact with Flores.

Commissioner Dale spoke about items that come from the health board meeting earlier this week. He read some of the comments from citizens that have been received at the health district regarding COVID-19 and the use of masks. A presentation was given by an environmental department due to complaints about the length of time it is taking SWDH to inspect septic systems and get permits issued. Some of the issues that have surround the delay is that several employees have left the health district and others were diverted to COVID related issues. They have been able to hire some people and should get the timing back on track soon. Discussion ensued regarding

ground water and some of the issues that have been brought to the environmental services department.

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

A request was made to go into Executive Session as follows:

Commissioner Van Beek made a motion to go into Executive Session at 9:47 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f) regarding records exempt from public disclosure and attorney-client communication and communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Van Beek, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White, Tom Dale and Leslie Van Beek, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, Building Official Dave Curl and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:10 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.

OCTOBER 2020 TERM

CALDWELL, IDAHO OCTOBER 30, 2020

PRESENT: Commissioner Pam White, Chair
 Commissioner Tom Dale, Vice Chairman
 Commissioner Leslie Van Beek – Out of the office
 Deputy Clerks Monica Reeves/Jenen Ross

APPROVED CLAIMS NO. 567984 TO 568029 AND 2010 (JURY FY21)

The Board of Commissioners approved payment of County claims in the amount of \$84,319.36 and \$982.43 (for FY21 Jury) for accounts payable.

APPROVE VACATION LEAVE TO SICK LEAVE TRANSFER FORMS

The Board approved vacation leave to sick leave transfer forms for Ellen Tingstrom and Ellen Cahalan.

APPROVED JULY 2020 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of July 2020 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.

CONSIDER NOTICE OF AWARD RECOMMENDATION FOR REQUEST FOR QUALIFICATIONS FOR DESIGN AND ENGINEERING SERVICES RELATED TO CELEBRATION PARK EAST END RV IMPROVEMENT

The Board met today at 9:03 a.m. to consider issuing a notice of award for the request for qualifications (RFQ) for design and engineering services related to the Celebration Park east end RV improvement project. Present were: Commissioners Pam White and Tom Dale, Deputy PA Zach Wesley, Deputy PA Tyler Powers, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. The review committee has recommended the County work with Cole Architects, who was the only firm to submit a response, on this project. Upon the motion of Commissioner Dale and the second by Commissioner White, the Board voted unanimously to award the RFQ for design and engineering services to Cole Architects for the project at Celebration Park. The signed letter of notification is on file with this day's minute entry. The meeting concluded at 9:05 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING FY2021 COOPERATIVE AGREEMENT WITH VALLEY REGIONAL TRANSIT

The Board met today at 11:00 a.m. to consider signing the FY2021 cooperative agreement with Valley Regional Transit. Present were: Commissioners Pam White and Tom Dale, Kellie Badesheim with Valley Regional Transit, Jason Jedry with Valley Regional Transit, Controller Zach Wagoner arrived at 11:06 a.m. and Deputy Clerk Jenen Ross. Ms. Badesheim explained that this year VRT has changed their allocation methodology and want to make sure that all their local governments understand how that has changed. The topics discussed were as follow:

- FY2021 Assumptions
- Local cost allocation methodology
- Resiliency action plan guiding principles
- CARES funding
- Cooperative agreements
 - *A copy of the presentation is on file with this day's minutes*

Mr. Jedry spoke briefly about the cooperative agreement, the agreement indicates that the county has allocated \$39,299 in funding to Valley Regional Transit for FY2021; Controller Wagoner confirmed that this matches the county's budgeted amount. Additionally, there was discussion about the contact for Canyon County. Commissioner Dale will remain the contact until January 11,

2021, after that date Commissioner White will be the point of contact. In response to a question from Mr. Jedry, the Board agreed they would like to see a quarterly ridership report and Commissioner Dale would like to see how the new on-demand program is working. At the conclusion of the discussion points Commissioner Dale made a motion to sign the FY2021 Cooperative agreement with Valley Regional Transit. The motion was seconded by Commissioner White and carried unanimously (see agreement no. 20-153). Commissioner White asked for a report as to where/how exactly Canyon County's allocation will be spent. The meeting concluded at 11:35 a.m. An audio recording is on file in the Commissioners' Office.


THE MINUTES OF THE FISCAL TERM OF OCTOBER 2020 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 4th day of February, 2021.

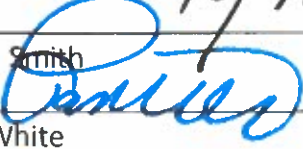
CANYON COUNTY BOARD OF COMMISSIONERS



Leslie Van Beek



Keri K. Smith



Pam White

ATTEST: CHRIS YAMAMOTO, CLERK, BY:  _____, Deputy Clerk