

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES  
JUNE 14, 2021**

Meeting called to order at 9:00. Those present are Commissioner Clark, Commissioner Young, Chairman Hancock, Emergency Management Rebecca Squires, Probation Tammy Adkins, Clerk Colleen Poole; Audrey Moon is clerk of the board. Pledge of Allegiance led by Commissioner Young. Prayer offered by Chairman Hancock.

**DUE TO COVID-19 COMMISSIONER MEETING WILL BE HELD IN PERSON OR ON ZOOM.**

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**PROBATION – TAMMY ADKINS**

- **IDAHO DEPARTMENT JUVENILE CORRECTIONS – MEMORANDUM OF AGREEMENT – (ACTION ITEM)**

[9:02:38 AM](#) Tammy has a memorandum of agreement with Department of Juvenile Corrections that needs signed each year. Changed their name to CBAS. Gives up what the state does for the uses of the funding. This follows up with staffing and reports. Sent this to Mark for approval and he said this was good for signatures.

[9:03:17 AM](#) **Motion by Commissioner Young to approve the memorandum of agreement with Idaho Department of Juvenile Corrections. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

**PARKS & RECREATION – MICKEY EAMES**

- **AMENDED CAMP HOST CONTRACT – (ACTION ITEM)**

[9:04:55 AM](#) Mickey with Park & Rec. said that she has a contract. The other was taken care of so the money is back in the account. Provides the contract. Chairman Hancock asked if this changed any. Mark looked this over and put in a section on subcontractors. Mark put this together for her she took this and got it signed. They have been full out there. Generally Sundays are not as busy but it was clear around the campground. Chairman Hancock said he had a message about having to have two stickers. Trades off vehicles. Mickey said if they buy two they can have a hanger but have to buy two.

[9:06:36 AM](#) Motion by Commissioner Clark to approve the Jefferson County Lake camp host contract for 2021. Chairman Hancock said they are canceling the contract they have and replacing it with this new contract. Commissioner Clark said he would start over.

[9:07:06 AM](#) **Motion by Commissioner Clark on the Jefferson County Lake camp host contract that was done previously be cancelled and will now approve a camp host contract for 2021 for \$400 every two weeks with Lane Neff. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

**PUBLIC WORKS – DAVE WALRATH**

- **UPDATE**

[9:08:47 AM](#) Dave said they were pulling shoulders. May have seen some calls. Had some comments over Facebook. Realize that people never like when this is done but they have to uncover the payment that is covered. Will be starting out in Ririe on 4850 E. Will go north and turn west. Doing a couple of roads for the City of Lewisville. Seen that ITD had some vehicles that were lined up. Has some pricing.

- **2008 INTERNATIONAL DUMP TRUCK WITH SPREADER PURCHASE – (ACTION ITEM)**

[9:11:39 AM](#) Dave checked the state controllers site with a fixed price. This has to be a public agency. Have several of these international trucks. The one they want has 81,000 miles on this. The one they want to get is not the one in the picture it has a wing window broke had listed this at \$18,886. Took \$600 off to repair the window. Would be able to use this year round. Can use this for mag chloride and patching. Chairman Hancock asked how they use this for mag chloride. Dave said they would add a tank and spreader bar. Commissioner Clark said it comes with the bed. Chairman Hancock said they get the spreader and bed. Dave said they can add cinders or sand in there and pre-wet the sand. Commissioner Clark asked on the plow. Dave said no but it has the harness and they have plows. They mix dry salt with cinders. They may be able to stop doing this and just use liquid. Request is to purchase this. Took Brock over and started this right up and checked it out. Chairman Hancock asked why they are getting the one with a broken window. Dave said the other one was claimed already by the City of Cottonwood. The other one had been claimed by the City of Weiser but they have backed out. They are all about the same. The other one had the lowest miles. The one they want to get has

81,000. The tires are still in good condition. Commissioner Clark asked if they have the budget. Dave said they are adding something so they can use impact fees. They are adding a unit. Can use this for subdivisions to plow. Commissioner Clark said this would be more cost effective than running the loaders. Commissioner Young thinks if they have the money they better get it.

[9:16:30 AM](#) Chairman Hancock asked on the truck they got from ITD. Dave said that is great. As far as patching goes the crew loves how low it is to the ground. This was a good deal. Was having a bit of an issue with the engines D rating. Found that something was just not plugged in right. It's mechanically sound and running fine. Seem to overplay the issues. Chairman Hancock said they have this fixed. Dave said it is running well.

[9:17:40 AM](#) **Motion by Commissioner Young to purchase the 2008 International Dump truck with spreader on purchase order 2021-0113 for \$18,206. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **GOOSENECK DUMP TRAILER PURCHASE – (ACTION ITEM)**

[9:19:11 AM](#) Dave said they have been looking for a gooseneck trailer. When it gets busy at County Line they make multiple trips in the day out to Circular Butte. Would like to get a gooseneck for solid waste and sell the trailer they have to Road & Bridge. Found one at Tractor Sales. This is on consignment. Believes these are 10,000 pound axels. This would save them from running back and forth so many times. Save miles and fuel. Chairman Hancock said they want \$15,000. Is it dual axel? Dave said it is. Chairman Hancock said this would be heavy duty.

[9:21:39 AM](#) Dave said they have the 2021 for \$19,887 and the second one is also a 2021. Can see the general pricing on these. Chairman Hancock thought Holst had one sitting down there. Dave said they did not have a gooseneck. Did talk to them and they are a few months out. The supply chain is fouled up right now. Commissioner Clark asked on the one from Tractor Sales is this fairly new? How long is it? Dave said this is sixteen feet. Chairman Hancock knows they use this. Have to haul the pile out. Get a lot of grass clippings. Dave said one of the commercial landscapes brought in a trailer full of clipping but they turned them away. Will have to wait until they get a transfer station to take anything from commercial businesses.

[9:24:23 AM](#) **Motion by Commissioner Clark to approve the Solid Waste to purchase a dump trailer for \$15,000 from Tractor Sales. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[9:26:14 AM](#) Dave said they have new employees coming into Road & Bridge on Monday is replacing John Peterson who had the opportunity to start his own trucking business. Then have one starting at Solid Waste on Tuesday. Also have a seasonal hired to pick garbage. Have the work camp coming out next week to pick garbage. Again they are starting into the maintenance stuff today. Had an employee injure themselves this weekend so they may be down a guy. Here in the next few days will have the engineering and design RFP ready for their review. Can pick the firms they want to rate. This will be an exciting thing for the county.

## TREASURER – KRISTINE LUND

- **TAX CANCELLATION – MHD0221019004A – (ACTION ITEM)**

[9:30:40 AM](#) Kristine said she had the Assessor's Office bring her information on a trailer that was delinquent. This is located out in Roberts. Told her that the City of Roberts was going to take this away. Called and visited with Gayle with City of Roberts. Had this condemned have this as a zero value on 2021. The taxes were around \$20 for 2020 with a \$60 landfill fee because of the property tax reduction. Feels that the City of Roberts is going to go through the trouble of removing the trailer maybe they would be inclined to cancel the 2021 tax of \$47.27. Visited with the Assessor's Office who asked if they should remove this. It has been condemned. Not sure if they want to take this off the rolls or wait until it is actually gone. Chairman Hancock thinks they should take this off so they do not have to worry about it next year. Kristine said if they have a problem in the future can deal with it then. Believes the City of Roberts is actively working on moving this. From the sounds of the condition of the home does not want to deal with it.

[9:34:10 AM](#) **Motion by Commissioner Clark to approve a tax cancellation on parcel MHD0221019004A for 2020 for \$47.27. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

## COMMISSIONERS

- **APPROVE COMMISSIONER MEETING MINUTES – (ACTION ITEM)**

[9:36:14 AM](#) **Motion by Commissioner Young to approve commissioner meeting minutes from May 21, 2021 and May 27, 2021. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **APPROVE CLAIMS – (ACTION ITEM)**

[9:37:14 AM](#) Commissioner Clark asked Dave on the fuel that was hauled out to Mud Lake had smaller gallons. Dave said they took a 1,000 gallon fuel tank and parked this at the Montevue pit while they were hauling chips from Leadore so they could get gas. Chairman Hancock said this saved a lot of travel time. Commissioner Young asked on the dues to Butte County Clerk. Chairman Hancock said this is the sixth district. Colleen has a note this goes to the District not the Clerk. Chairman Hancock said she takes the money. Colleen said this is for the district it is just administered by Butte County.

[9:38:52 AM](#) **Motion by Commissioner Young to approve claims from 5/24/2021 to 6/11/2021 for \$411,085.91. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye.**  
**Motion passed.**

[9:39:55 AM](#) Recess until 10:00  
**Open session 10:00**

## **PLANNING & ZONING – KEVIN HATHAWAY**

- **UPDATE**

[10:00:28 AM](#) Kevin has the updated statistics. This shows where they have been. Are up for the year but is trending down this month. Maybe more normal now. Also has a sheet that shows a better comparison of the last five years. Track the permits and the number of permits and fees. They are ahead of last year. Some question on if building would slow down with the price of lumber. Forecast is this is going to go back down within six months. If this happens suspects the building to continue. The number of houses on the market are down. Have a hearing on June 24<sup>th</sup> to catch up from the moratorium. Will have some work meetings on the zoning ordinance. Will get them a copy of this. Some comment that there were things they want to add. Chairman Hancock said it would be nice to get their input to take this back to the Planning & Zoning Commission.

- **PROFESSIONAL SERVICE AGREEMENT – SUGAR CITY CONTRACT INSPECTOR – (ACTION ITEM)**

[10:04:12 AM](#) Kevin said they have a professional service agreement. They have not agreed on the term yet. Will get back on this later today. Is still finalizing the scope of work. Not sure if they want to pre-approve this or not. Chairman Hancock has a question on the payment usually would have an hourly rate with a ceiling amount. May need to change this slightly. Need to have the rate and can pay for the travel cost at a certain set mileage. Do need to change the payment section. Really need an hourly rate and mileage rate and then have the ceiling amount on the contract. Kevin said they proposed this by an inspection amount. This is different type of agreement where they usually work with a consultant. This will be only as needed. Chairman Hancock said this needs to point out these things in the scope of work. They will wait to move forward. Commissioner Young asked on an amount. Kevin said the problem is they haven't had the need. Will have some inspectors out with family obligations this week. May be without an inspector for a few days. Chairman Hancock asked if the new employee was going to become an inspector. Kevin said that he is not certified yet. Is still studying to take this. Probably can test in around three weeks.

[10:10:18 AM](#) Chairman Hancock asked on a ceiling amount sees they have a year on this contract. Kevin said they could do this for fiscal year or calendar. Chairman Hancock thinks fiscal is best so they can determine the budget. Kevin said he has money in his consultant line. Chairman Hancock said they need a period of performance. Kevin said this is just coming up with a fee that works for everyone. Chairman Hancock asked what they have submitted to them. Kevin said they have asked for \$65 an inspection. We do not break it down that way. Chairman Hancock said to go back and ask for an hourly rate. Really needs to see the scope of work. This will identify exactly what they need to do. Kevin said this is residential and commercial inspections. Chairman Hancock said they should inspect to the standards of Idaho Building Code.

[10:14:53 AM](#) Commissioner Clark asked on different inspections do they all take the same time or does it vary. Kevin said they have different ones a footing is fifteen minutes. Chairman Hancock said it really depends on the inspection they have framing, sheeting, roofing. These all have different nail patterns.

[10:18:01 AM](#) Chairman Hancock asked the concern is what they will do while they are down an inspector. Kevin said they had offered to come and help them out. Chairman Hancock said they could do a reciprocal agreement where they trade inspections.

[10:19:01 AM](#) Chairman Hancock said they are done with the regular agenda items will move into their department head evaluations.

## **COMMISSIONERS**

- **EXECUTIVE SESSION 74-206 (B) – PERSONNEL EVALUATIONS – (ACTION ITEM)**

[10:19:17 AM](#) **Motion by Commissioner Clark to go into executive session 74-206 (B) for personnel evaluations. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye.**  
**Motion passed.**

- **EMERGENCY MANAGEMENT - REBECCA SQUIRES**



- COMMISSIONERS ASSISTANT - AUDREY MOON
- PROBATION - TAMMY ADKINS
- PUBLIC DEFENDER - JOHN STOSICH
- PARK & RECREATION - MICKEY EAMES
- PUBLIC WORKS - DAVE WALRATH
- PLANNING & ZONING - KEVIN HATHAWAY

Open session

1:42:14 PM Chairman Hancock said they are done with evaluations.

**PLANNING & ZONING – KEVIN HATHAWAY**

**• PROFESSIONAL SERVICE AGREEMENT – SUGAR CITY CONTRACT INSPECTOR – (ACTION ITEM)**

1:42:26 PM Chairman Hancock said they are going back on the agenda on the contract having gotten an intergovernmental agreement with Sugar City for building services. A couple of things they may change. They have this in perpetuity. Does have a thirty days' notice. Could say one year unless renewed. Commissioner Clark said they are under no obligation to the county unless this is used. Chairman Hancock said they have no funding arrangement unless they need to negotiate in good faith. Feels they should have a ceiling amount somewhere. Kevin thinks maybe up to \$10,000. Budgeted more anticipating this. Commissioner Clark said this is perpetuity. Chairman Hancock said they can do the \$10,000 ceiling amount. Added this in. Kevin asked on the hourly rate. Chairman Hancock asked about records of inspections in this agreement. This shows it will be per inspection. Not sure if this is necessary. The City of Sugar City will have a direct phone line pursuant to this agreement. Kevin thinks this relates to the twenty-four hour notice. Chairman Hancock said they will have secretarial support with files in possession. Kevin said they will retain all of the files here. Chairman Hancock deletes that sentence. They have \$65 on the hourly rate. Commissioner Young thinks this might be fair on this. Kevin said they will schedule the area in groups. Chairman Hancock doesn't see a problem with that.

1:49:19 PM Motion by Commissioner Young to approve the intergovernmental agreement with Jefferson County and Sugar City with a ceiling amount of \$10,000 and an hourly rate of \$65 and noted amendments made. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

1:50:33 PM Motion by Commissioner Clark to adjourn at 1:50. Second by Commissioner. All in favor – aye. Motion passed.

*Kevin Hancock*  
Chairman of the Board

*Audrey Moon*  
Clerk of the Board

*Colleen C. Robe*  
County Clerk



7-6-21  
Date

7-6-2021  
Date

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Date