

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES
AUGUST 9, 2021**

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

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ANNIS LITTLE BUTTE CEMETERY – DEAN HANCOCK

• **FUNDING – TAX BASE**

[9:02:36 AM](#) Dean Hancock would like the rest of the Board to come participate as well. As a cemetery board they need to expand the area. They do not have the money to make the needed expenditures. Even if they ask the community to help they would not have enough funding to maintain this cemetery. Would like to expand but would need a new well and additional landscaping. Right now the amount of revenue they generate is around \$30,000. Colleen said this is \$33,983 is what they are levying with their foregone amount. Dean said they have the smallest tax revenue in the county and bury more people in their cemetery. Ask Keith to come up and go over the budget.

[9:05:25 AM](#) Keith Nelson said this is taken from the 2020 audit. Under revenues take in around \$75,000 generated on the property tax and whatever the charge on the purchase of the lots. Colleen said they generate just over \$30,000. Keith said they make up the rest with selling lots. Dean said once they are not selling lots anymore so the income will only be the \$32,000 with expenditures are \$65,000. Will not be able to maintain what they have at some point of time. Keith said they have a detailed breakdown on the budget they submitted. Commissioner Clark said they could make a copy. When someone out of the district purchases a lot what is the price. Keith said this is \$150 in district and \$500 out of the district. Dean said even Pioneer would be considered out-of-district.

[9:07:37 AM](#) Chairman Hancock asked on combining all of the districts. This would be fairer. Commissioner Clark said that Colleen spoke to the State Tax Commission on this and has some information. Chairman Hancock said the boundaries were drawn years ago they only get the tax base within that district. Dean said when they charge the out-of-district fee this is a one-time deal. Chairman Hancock said that is why he is asking about combining districts. Keith said the districts that are in good shape may not be interested. Chairman Hancock said they may not be but they still may need to make a decision.

[9:09:03 AM](#) Colleen asked if they are contiguous with Pioneer. Dean said they are. Chairman Hancock said they are. Dean said they touch Pioneer, Lewisville and even Grant. Colleen said they have an eight percent cap now on the House Bill. Would not necessarily get more money. Just because they combine with a district this is still based on the taxable value. Recommendation would be to take a permanent override. Take this to the voters and ask them what they are willing to pay and what their need is. Would then take this to the voters. Keith asked if this is with the State Tax Commission. Chairman Hancock said one override will not solve the problem. Colleen said they do a permanent override. Chairman Hancock said they are still burying more people. This is the biggest issue. Colleen said they can say that but they do not put this into the levy. Commissioner Young asked why this is not split according to need if these are all combined. Chairman Hancock believes they have enough tax base. Colleen shows them the taxable values. Chairman Hancock said Pioneer has \$967 million of the tax base. Central Cemetery has \$223 million. Little Butte has \$256 million. Shelton has \$139 million. Lewisville has \$98 million. Roberts has \$108 million and West Jefferson has \$245 million. Colleen said a few are joint districts. Dean said Central and Shelton part of theirs come to Bonneville. Is not sure that this shows up on what we pay them this is still what we generate in taxes. Chairman Hancock asked on Grant. Dean said that Grant gets \$60,000 from Bonneville because this is shared. Chairman Hancock said they got \$35,000 from Jefferson County. Dean said he did the math if they take the tax revenue Pioneer generates with sixty burials it costs \$2,400 per grave. Central is \$1,500 per grave. Shelton is \$1,750 per grave. Roberts is \$5,900 per grave. West Jefferson is \$2,900 per grave and Annis is \$450 per grave. If they took all of the cemeteries. Chairman Hancock said he would just take those this side of the river. Dean said they combined fire districts in the past. Not sure who instigated this. Each district still has their own identities. Chairman Hancock said they could combine Pioneer with them. Dean said they need to upgrade some things in the cemetery need to redo the watering system. The expansion would need a watering system and they would need a new well to make this happen. Only have about \$50,000 in their pocket. Still have to maintain. Is not blaming anyone this is how this was set up years ago. Have not had any growth in their district. Realigning boundaries could be another option. Is not opposed to this either. Did talk with Pioneer a little bit but have not heard back. Chairman Hancock asked who is on this board. Keith said that Chris Keller is the Chairman of the Pioneer. They have not invited him to their meetings. Colleen does not have this info in front of her. Chairman Hancock said that is why he is so concerned the levy rate itself is not enough without the tax base. Dean said if they have the same levy as Pioneer they would generate about \$7,000 more which that is still would not be enough. Would take a while to get all of this done. They do not have a lot of time before this is a bigger issue. When they stop selling lots they will be in the hole. Get \$35,000 and spending \$67,000. Keith said the expenses are going to increase.

[9:16:26 AM](#) Dean asked where they go from here. Commissioner Young thinks it would be fairer if they could combine these and provide the funds per need. Dean added these up. If they took all the revenue that is generated this is about \$410,000 and divide this by 250 which is the amount of burials this is about \$1,600 per grave. This gives them an increase of \$1,200 a burial. This would cut some but would still cover the burial expense. Chairman Hancock said this seems fairer. They may break this at the river and do this side. Dean said the tax collecting money that is generated is for cemeteries should be used for these. Should take a lump sum and divide this amongst the cemeteries. Commissioner Clark asked as far as the other cemetery districts what kind of balances they have. Dean does not know account balances. Chairman Hancock believes Pioneer

has a significant balance. Dean spoke with Shelton who is building a shed that is going to cost them \$90,000 so they must have that available. Chairman Hancock said Grant has a little shed out there too. Dean asked Shelton's tax revenue. Chairman Hancock thought this was \$25,000 from Jefferson County. Colleen said this is \$42,000. Dean said then they get \$60,000 from Bonneville. If they do a combination they would not have to raise taxes. The funds are there they just need to reallocate them. Commissioner Clark said then they would not charge out-of-district fees. Dean said they wouldn't have to and they can still keep their identities the same. See in the horizon that they are going to have some issues. Keith said Pioneer is about twenty acres. Added in about six acres. Dean said they added a niche wall for cremations. This has holes in it for those that have been cremated. Could be used for any districts. It is in the back east corner.

[9:20:49 AM](#) Connie Briggs said they have looked at redistributing boundaries. Even if they could get some of the city. The revenues from businesses are more substantial. Waterstone area is close and Ron's Tire is close to their area. Could redistribute the boundaries. If they could combine the Pioneer and Annis Little Butte especially where Keith is the sexton for both cemeteries. Have no concession for the sexton. Need to look ahead at staff. Dean met with Keith to locate a grave. Will need someone to fill in for his position at some time. It gets complicated trying to find a grave. Not sure what they would do without Keith. At some point will no longer want to be the sexton. Does more work for both cemeteries than one could do. Connie said they need additional technology to help locate graves. Chairman Hancock said the GIS has a site for grave sites. Been working on this. This has to be done with the cemetery district. Keith said he has worked with Eric Smith. Chairman Hancock said some are over a hundred years old and may not be sure who is there. Dean asked the path forward. Commissioner Young thinks they need to find out themselves. Colleen said they need to do more research and see about the distribution.

[9:24:25 AM](#) Brad Schaat said that State Code Title 27 had a few minutes to read through this. This was 1927 when this first came about. Is not sure about shifting boundaries. Did not see anything in the code did have some steps on combining districts. Chairman Hancock said that is what they would do. Brad said the restrictions was one of the districts needs to have 150 or less property tax in order to consider consolidation. Not sure if this has been updated or not. One of the things he did read the levy assessment that .0004 percent that they can go in as a board and without voting of the electors can increase this. Talked with Colleen on this. Can do this and in that same section if they wanted to acquire additional property could do a levy at the .0006 percent but this would take two thirds majority vote. Colleen said this may not help if it changes the dollar amount they levy. Dean said they are at .00017 so if they could increase this to the .0004. If they move forward with consolidation this will take time. That is where Roberts is at. Dean said that Roberts is at .0003. Talked to West Jefferson Cemetery and for whatever reason they had a bunch of money. Is not sure why they had this. Chairman Hancock said they still get their levy rates. Dean said these cemeteries only bury a few people a year. Maybe they could get all the boards together. Chairman Hancock said they need to get everyone together. Was hoping their Prosecuting Attorney would be here to do some research. Will speak with him. Need to do some legal research. Dean said this is just the way this was created. Their district has not grown. Chairman Hancock said their tax base is \$256 million and Pioneer is almost at a billion. Commissioner Clark said they may have to have a vote. Chairman Hancock said they may have a county election. Commissioner Young asked if this is a year out. Chairman Hancock said probably three to six months. Dean said they have some time. Do not want anyone not to come to their cemetery. They have some time before they run out of plots. Colleen said that they need to get with their attorney. Chairman Hancock said that they are not over the cemetery board. Dean said they are in charge of the county. Chairman Hancock said they will do some more research on this. Will have their attorney look into this. May talk to the Attorney General. Dean said they are not breaking even. Commissioner Clark said they may look at a permanent override to at least have something for the next year. Dean said they are all fairly new to the board but can see this will be a problem down the road.

[9:31:45 AM](#) Rebecca said expansion of cemetery is eligible under ARPA funds. Chairman Hancock did not realize this but they need something more permanent.

PUBLIC WORKS – DAVE WALRATH

- **VOLVO LC450H LANDFILL COMPACTOR PURCHASE – (ACTION ITEM)**

[9:32:55 AM](#) Dave has a purchase order for a 2020 compactor. Can use what they have left in this year's budget line as a down payment. Then can complete the transaction with next year's budget. Chairman Hancock said this is a down payment. Dave said they talked about this before and are budgeting the \$700,000. This is \$753,003. Have almost \$70,000 left in this budget. The 826 is getting worked to death. If they have a major issue with it then they will be in trouble. Chairman Hancock asked how other facilities feel about these Volvos. Dave said this has a five year or 5,000 mile comprehensive warranty with wet filters. Chairman Hancock said this was \$100,000 less than the CAT. Dave said they would use the new one more and have 826 as a backup or available when it is busy. Chairman Hancock said they would approve the down payment and the rest for the next fiscal year. This is for the funding requirements. Dave said this will lock them in. Chairman Hancock said they can approve the purchase and down payment. Then next year the balance.

[9:37:44 AM](#) **Motion by Commissioner Young to purchase a 2020 Volvo LC450 compactor purchase order 2021-0015 with a down payment of \$50,000 this fiscal year and will complete the purchase in the next fiscal year. Total cost of the compactor is \$753,002. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **WILLMORE STEEL PIPE FENCE PRICE INCREASE – (ACTION ITEM)**

[9:39:06 AM](#) Dave said they have an increase on the steel pipe for the Willmore property. Chairman Hancock said they never locked this in. Dave said Willmore has worked to make this happen. Chairman Hancock said they use old drill pipe sometimes. Commissioner Clark said this is all new on this fence. The bigger stuff could be used. Knows they have another company out of Dillon. Dave believes they are out there now installing the fence. Chairman Hancock said this is a substantial raise realizes the prices have increased but this is double. Commissioner Young said this has gone up. Commissioner Clark said if they are there doing this they would have to go ahead. Will get reimbursed. Could move this back and check other prices. Chairman Hancock said they could see the prices for the steel. See what these prices are.

- **UPDATE**

[9:46:10 AM](#) Chairman Hancock said he has been in contact with Kerry on the valve box for the excavator. Found some used items for that machine. Did not have any remanufactured ones at this time could be six months. Dave said they have not moved on this yet. Is tough to be without an excavator for six months. Chairman Hancock said the no go was with the guy he talked to was only part of the valve box. Had Kerry deal with this guy directly. There are still several other used ones.

[9:47:45 AM](#) Dave said Road & Bridge crew is out chipping the Montevue Highway. Will do this all week and finish next week. Then they will go into overlays. Will meet with ITD on 4000 and 4100 and Highway 48. In the Transportation Plan from 2007 shows signals already on Highway 48. Have not done any traffic studies because school is not in. Doing a study now would not help. This is congested once school starts. Chairman Hancock said if they had at least one light at 4000 it would relieve the other intersections. Dave would like to get a waiver for buses on the railroad crossing. Do have a grant to update this plan with LHTAC a year ago. Want to discuss on what consultant to use for this. Keller and Associates did do this. City of Rigby also got a grant and are planning to Harper Leavitt (HLE). Commissioner Young thinks they should work together with City of Rigby. Chairman Hancock said most of the issues center around the city. Dave thinks they need to merge their efforts. Commissioner Young asked if they have already contracted with Harper Leavitt. Dave said they have they are based out of Blackfoot and believe they have an office in Idaho Falls. Thinks coordinating with the city would be the best. Other than that is business as usual. Did meet a consultant last Thursday on the transfer station. They are combining Great West Engineering and Forsgren. Their specialty is landfill type of stuff. Chairman Hancock asked who did Fremont's. Dave said this was Forsgren. Two weeks from now is when these will be submitted and they can go through their matrix.

MAINTENANCE – TRAVIS THOMPSON

- **BUILDING & GROUNDS BUDGET**

[9:53:57 AM](#) Travis said he is coming back after meeting with Rebecca on salaries. For the first line asked if they are just doing a one-step increase on this. Colleen said this has the three percent on this as well in the budgets she just handed out. Commissioner Young asked if this was adjusted earlier. Colleen said they have what was requested in the department request line. Chairman Hancock said they agreed to this. Travis said it had a grade increase. Chairman Hancock said they bumped this up to \$33,636 with the COLA. Travis asked on the third line for supervisor. Chairman Hancock said they have this at \$43,326. Travis feels like this line should be up to a step six to be about average with what other similar positions are. Chairman Hancock knows they gave an increase mid-year. Rebecca refers to the wage study. For building & ground supervisor minimum is \$45,563 mid-range is \$52,500 and max is \$58,800. So with the COLA and step two is about \$1,000 below the minimum average. Chairman Hancock said this was a new position that has been evolving. Rebecca does believe this should be based on the job description. Maybe some definition on what the job entails. Is this a department head or a sub department? Chairman Hancock said this is a sub department. Travis took the minimum and mid average and split this in half. Rebecca said this is a grade seven and thinks this is appropriately graded. Chairman Hancock asked on the step. Has been here two years. Rebecca said grade seven step two is \$43,326 and step three is \$43,950. Chairman Hancock said they could go to step three with the prior year he was here as a contractor. Grade seven step three would be \$45,268.50. Then this is properly graded and they have followed their step and grade system.

[10:05:44 AM](#) Travis said on the other position feels this would be hard to find someone part-time. Really does not need a summer hire. Already had to cover for the custodian last week. Still had to do his regular work so he had twenty hours of overtime. Chairman Hancock said this is not something they would have normally. Travis said his worry is if someone gets sick. Certain areas would not be accessible for those that are under eighteen. If they are part-time this would be a side job. Chairman Hancock said a lot of times may be able to get student from the college. Cannot personally justify a full-time position. Commissioner Clark said it is hard to justify a full-time wage with benefits. Travis said this would cut down on comp time and overtime. Commissioner Clark feels they need to look at their overtime anyway. Chairman Hancock said they could have just stayed with a contractor if they add another person. Travis knows they are saving money with having employees performing tasks especially plumbing instead of bringing in contractors. Would like to have this in the budget at least. Chairman Hancock would rather try this on a part-time basis. They may need to stagger shifts so not everyone is here at the same time. Need to see that they really need a full-time person.

[10:12:10 AM](#) Commissioner Clark asked on the claims have tools and a few things. Is this under supplies or how does he manage this in his budget. Saw they had some ear phones. Travis said this was ear protection. Believe this was taken out of the equipment line. Chairman Hancock said to work with Rebecca on a part-time position.

- **EAGLE ROCK SANITATION – (ACTION ITEM)**

[10:13:42 AM](#) Travis said on Eagle Rock was asked on the charges and if they were going to pay for July. Colleen said they received a statement that they performed the services during this time and were not locked out. Chairman Hancock said they are not going to pay if they did not provide the service. Colleen asked if the cans are still out there. Travis said they are. Thought their Prosecuting Attorney was handling this. Colleen said the past due was for services performed. Chairman Hancock said they need to pay if the service was rendered. Travis said they are charging sales tax on this as well. Is working on the carpet and paint bids. The carpet bids came in all over the place.

[10:18:01 AM](#) **Motion by Commissioner Young to approve the bill with Eagle Rock Sanitation for \$737.10 be paid. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

COMMISSIONERS

- **BUDGET**

[10:18:41 AM](#) Colleen has a new budget this has the COLA. Is leaving this week for a Clerk's conference. Will do the published budget once she is back. If they notice on the sheet she gave them the taxes went down a little bit with the new figures they got so this is more accurate. Had taken the revenues down. Needed to use a little bit more cash with the change in revenues. Chairman Hancock said they will look through this. Has

not been through this asked on medical. Colleen did the twenty percent increase. Commissioner Clark said they should know more about this today. Chairman Hancock said that she can be excused.

MADISON MEMORIAL HOSPITAL – SHARON PIRENTE

- **IN-PATIENT MENTAL HEALTH – GRANT MATCH FUNDS DONATION – (ACTION ITEM)**

[10:20:36 AM](#) Madison County Chairman Todd Smith said this is Sharon Pirente who is the Director of Madison Memorial Hospital. This is a county hospital. They serve some members of Jefferson County. Has tried to see how they can better serve their mental health individuals. The construction is under way on an underutilized wing and should be open in September. This will have a twelve bed unit to help serve this need. Sharon's department has submitted for a grant will let her explain.

[10:22:16 AM](#) Sharon said the grant is with Murdock Trust. This is a \$600,000 where the project is \$2.3 million. Will help defer the costs a little. They do not expect dollar for dollar match. What they do expect is community support. Wants to know how much the community loves them. Consider Jefferson County part of their service area. Especially for the behavioral health services. Have run into problems where they have people come in and cannot find a bed for them. This is why the board has taken this on. This is a crisis in communities and the country. Not sure there is not one family that has not been touched with some form of mental health. Is here today asking for help.

[10:24:39 AM](#) Chairman Hancock asked what they are anticipating. Madison County Chairman Todd Smith said they do not have a specific amount. Madison County has pledged \$50,000. Fremont County has pledged \$10,000. Knows that Murdock will be touring their facility next week. Sharon said they will be here next week for a site visit. Commissioner Young asked if they have anything for matching amount. Sharon said they just want to see community support. Have been to the clubs and other counties. Is working with the University and church. Rebecca asked if they have seen an increase during the pandemic. Sharon said yes. Rebecca believes they may have some APRA funds available. Madison County Chairman Todd Smith said they plan to use some of their ARPA funds. Commissioner Clark knows someone in the area that had no beds and had to go to Boise. Madison County Chairman Todd Smith said they have had to keep suicidal individuals in the ER for more than forty-eight hours. Hoping this will alleviate some of this. Have two doctors that just finished their residency and have ties to the area. Commissioner Clark asked if this is a one-time thing. Sharon said it is. Chairman Hancock asked if this will be supported by insurance. Madison County Chairman Todd Smith most likely it will not.

[10:29:04 AM](#) Sharon said in the handout this is not going to be something that is profitable. This has been on the board's agenda for years. Not something that is going to go away. Madison County Chairman Todd Smith said they have pushed this for years. Had a wing that was underused. They do not keep people in the hospital like they used to. Commissioner Young asked on the ARPA funds. Chairman Hancock said these funds have all been added into the budget already. Could take this from there. Commissioner Clark thinks this is a need but is not sure at what amount. Chairman Hancock said this would have to be put on their next agenda. Sharon said it would be beneficial if they knew before Murdock came on the 26th. Chairman Hancock said they have another meeting they can add this to before this. Madison County Chairman Todd Smith said they see the same issues within different counties.

[10:33:20 AM](#) Sharon asked if she needs to come back next week. Chairman Hancock said they will have a discussion among the commissioners on an amount.

[10:33:49 AM](#) Recess

Open session 10:35

CITY OF RIGBY – MITCH BRADLEY

- **FAIRGROUND FUNDS – (ACTION ITEM)**

[10:35:23 AM](#) Mitch said he is here has the financials for the last three years. **(Exhibit A)** The horse track and arena are killing them financially. When the honest people do pay they are from the county. The other events are subsidizing the track and its maintenance. Visited with the Mayor and Clerk Dave Swagger is here looking for support to help them out. Between the 4-H and Posse this is who uses the track the most. These are county citizens. Is here with his hands out asking for some help. Will have to hire someone full-time with Steve leaving. Does have another Bull Wars on August 28. If he takes money from events for the upkeep then he cannot do any updates. Chairman Hancock said he just sees the \$8,000 that was paid to Steve.

[10:40:44 AM](#) Clerk Dave Swagger said what they are looking at is the income against what they get. This position does line up other things. Have not finalized what they are going to do yet exactly. Chairman Hancock asked if the horse barns pay for themselves. Dave said no. Going to open up some of this for storage. Looking at everything they can to bring up revenues. Chairman Hancock said they can have the participants pay for these. Dave said the majority of them trailer them back and forth so they are not using the stalls. Commissioner Young said this will be a new line item.

[10:42:30 AM](#) Dave said budget 2019-2020 did not have any events just had expenses to maintain the track. Did not have any events because of COVID. Only have the Stampede Days and horse pulls. The other hours on the tractor are maintaining the track itself for the horse people. Joey Atwood has been running the tractor. Commissioner Clark asked on the equipment. Mitch said the city does own the equipment. Had a water truck go down and Dave helps them out. Work well together. Chairman Hancock said most of these are tied in with the fairgrounds. Dave said fair does give them \$6,000. Did get a new PA system put in for the fair it cost over \$10,000. Commissioner Clark said they should participate. Mitch said he was joking with the \$100,000. Commissioner Clark said they took this as a joke. Mitch started high and thought they could move down. Appreciate anything they can do. Chairman Hancock said they will put this on for next week to look at the budget with their Clerk.

PLANNING & ZONING – KEVIN HATHAWAY

- **ADMINISTRATIVE PLAT – SEDONA ESTATES – JOHN RUSSELL – (ACTION ITEM)**

[10:47:09 AM](#) Chairman Hancock on paying Forsgren for an administrative plat. Sam said that Jeff Rowe did this plat with Teton Survey. Chairman Hancock asked why they paid the \$325. Kevin said that Jeff drew the plat so he could not approve this as the county surveyor. Sam said they added the change on the shares and is listed on the plat. Also provided a letter from the canal company. Audrey said they did not approve this wanted the change first. Chairman Hancock said this will be irrigated out of the Rudy Canal. Lot one will have 7.13 shares and lot two and three will receive four shares each. (Exhibit B)

[10:52:15 AM](#) **Motion by Commissioner Clark to approve the plat for Sedona Estates Division #1. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **BUILDING PERMIT - FEE WAIVER – (ACTION ITEM)**

[10:54:58 AM](#) Sam said they had someone in the community that was injured and needed to make a home more accessible. Due to the hardships on changing the home would recommend waiving the fee of \$1,212.90. Commissioner Young did read this and agrees they need to waive this. Commissioner Clark agrees. Chairman Hancock asked if they have a permit number. Sam said this is JEF-21-08-02-E. (Exhibit C)

[10:56:21 AM](#) **Motion by Commissioner Clark to waive a building permit fee due to hardship on permit #JEF-21-08-02-E for \$1,212.90. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **SOUTH FORK/SNAKE RIVER FLOODPLAIN MODEL AND FLOODWAY – WILLIAMS ENGINEERING – (ACTION ITEM)**

[10:57:16 AM](#) Chairman Hancock said they saw a copy of this. Where is the work that he was going to provide? Kevin said that they have this. It was submitted to FEMA. Will go to them first and they update their maps and get all of this back. Chairman Hancock wonders if they should wait to pay in full until this is all sent in. Kevin believes the first two sub projects are complete. Does not have option three. Chairman Hancock said they will have an additional \$6,000. The other is to pay for the first two phases. Saw the claims. Kevin would like to know if they want to move forward with option three to continue. Chairman Hancock said this is not an engineering solution but an administration procedure. Kevin said if this is approved will submit this. Worked with the state floodplain. This is the last from 2016 that they had to get taken care of.

[11:01:32 AM](#) **Motion by Commissioner Young to approve Williams Engineering to complete option three for \$6,000. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **UPDATE**

[11:02:46 AM](#) Erik provides the updated permit sheet. Kevin said they are back up. Knew this was in the pipeline. Commissioner Young said they can start doing these reports once a month. Chairman Hancock said they can still come in just do not need the printed report each week.

- **PERSONNEL ACTION FORM – BUILDING INSPECTOR/COMPLIANCE COORDINATOR – (ACTION ITEM)**

[11:04:23 AM](#) Kevin said this is to fill their building inspector and compliance coordinator. This is a lateral transfer. Chairman Hancock said this is filling an existing position. Do they need to make an approval of this? Rebecca said on the personnel action form a transfer between departments is something the commissioners get to sign off on. This is in case there is any issues with the transfer.

[11:05:53 AM](#) **Motion by Commissioner Clark to approve a transfer from the Sheriff's Office to Planning & Zoning Department. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:07:48 AM](#) Erik said they are working on getting all of the changes to the zoning ordinance from the commission. Kevin said they should have that this week. Did have five hearings last week at their meeting. Did have one in the City of Lewisville that did not get approved.

HR – REBECCA SQUIRES

- **EMERGENCY PAID SICK LEAVE POLICY – (ACTION ITEM)**

[11:12:15 AM](#) Rebecca has not made any changes to this. This is the last emergency paid sick leave policy. If they recall over a year ago the Federal Government had emergency paid sick leave and FMLA. This sunsetted in January they revisited this and maintained this for those affected by COVID. Sunsetted this as of June 30. As they are aware they have rising rates of COVID are back up to fifteen cases in the county. Have had some situations within their workforce. Fielded questions and since this has sunsetted advised this is now PTO. An elected official has requested they revisit this policy. Chairman Hancock asked if the Sheriff's Office has been hit the hardest. Rebecca said they are the biggest office. Chairman Hancock said in fairness to other departments had others ill after the June 30 period. Is it fair to come back to this now? Commissioner Clark asked if they did approve this would they retro activate it for those that did not receive this leave and have been out. Chairman Hancock asked how many are they talking about. Rebecca is unsure at this time. Struggles on this because on one hand illness is part of being human. They have PTO not sick leave to cover any time away from work. Have the vaccine which is a great tool. This has been their best tool. If they have employees that have opted out of the vaccine not sure the county should incur the expense. Realize they may have reasons for not getting the vaccine.

[11:17:35 AM](#) Commissioner Clark said another side they do not want anyone with COVID to come in. Commissioner Young is pro vaccine. Have to block this out because they need to protect their choice. Sees the rate and does not want people to come in. ARPA funds have been designated for this reason. Rebecca said they can use ARPA funds. Basically they have already set to pay them. If she came down with the measles they wouldn't want her here either but she would have to take PTO.

[11:19:15 AM](#) Assessor Jessica Roach said she is on both sides. Chairman Hancock said they see both sides. Jessica said the first concern is when an agency tells them to isolate even if they do not have PTO. Is already short staffed how can she tell her employees not to come to work. This is not going away even with the vaccine. Could just be a recycled event. Chairman Hancock said if they have been vaccinated they do not have to isolate. Commissioner Young said they do not know a lot of things. Some of the vaccines may not be working as well. Jessica said she will not force her employees to be vaccinated. But again can see both sides. This is just a recycle and is at a loss because has an employee out with it right now.

Also how many times do they get this opportunity? Rebecca asked if this is now a special disease. Commissioner Clark asked if employees are doing what they can to prevent this. There are other things that help beside the vaccine. Jessica said vaccine aside thinks they need to have something in place but how many times will this be allowed. This is not going away.

[11:22:15 AM](#) Rebecca said the reason she brought up the vaccine. Can be convinced either way. Could offer the paid time off if a person is vaccinated. If a person is not vaccinated they use their PTO. Realize this may not be popular but is an option. Chairman Hancock personally thinks they move forward with what policy they have. People are going to get sick. Commissioner Young thinks they will have this for a long time. ARPA funds are designed for this. Chairman Hancock said they are funding this through their PTO. Commissioner Young asked if they can draw this off of federal funds. Rebecca said if a large department had people out then they had to bring in backfill then they could use ARPA for the extra expense. Commissioner Young said so they cannot use the ARPA funds for the actual sick leave. Chairman Hancock thinks they move forward unless this gets a lot worse. Have to learn to live with this. Cannot shut everything down. Jessica said if they do not have symptoms and have had multiple negative tests not sure why they cannot come to work. Gets where Public Health is at but they need to think of the employer.

[11:25:16 AM](#) Rebecca said if they are not readopting the policy then she is done. Commissioner Young still has mixed emotions. Does not like if they are being forced to be isolated. Chairman Hancock said that department heads can still work with them. Rebecca said they have had people that return from surgery that have to do a different light duty position. Have a computer based training or find a job they can do from home and still be on the clock. Commissioner Young said for the jail who is high risk. Rebecca said they could do some online training. Chairman Hancock said they want to get people back as soon as possible if they have had negative tests. Commissioner Clark said they may have to revisit this but can see what happens. Chairman Hancock said they are seeing a surge. Rebecca said the vaccine really is their best option. Would recommend this. Chairman Hancock said those areas that have seen higher rates have seen more vaccination in the last weeks. Has encouraged those to get the shot.

INSURANCE - CARLOS APONTE

• RATES AND RENEWAL

[11:28:03 AM](#) Carlos said he has an update. Just got a call that they may have to come back again. Will let them see what is going on so far. Looking at the top the first thing Blue Cross went back twice and adjusted their rates. These are the reductions they got. Had a conversation this morning and is still negotiating. May still have another change to the fixed cost. They are hesitant to lower the aggregate factor. Want to keep this at the level it is at. This is the variable cost so is the maximum liability. These funds stay. The fixed costs have gone from a twelve percent increase down to a five percent. Chairman Hancock said Pacific Source is the lowest. Carlos said the TP Admin fees are lower. Blue Cross's argument said they have better contracts with the hospitals. Other groups they can see payments on certain procedures. Hard to say on Pacific Source. One way to gauge a contract is the aggregate factor. When Blue Cross called him today thinks this should be on the aggregate factor. Their argument is Pacific Source just wants to win their account. Focusing on the fixed cost because they are up against the fixed cap.

[11:36:07 AM](#) Carlos said anything below the 100% they did not pay but they are at 128% loss ratio. Chairman Hancock said they had one bad year but did not take into account the good years. Knows they pool this. Carlos said they can take a higher increase. Made this argument. If they were with anyone else they would see a thirty to forty percent increase on the spec. These are the things they have to weigh out. Do they want to take the chance on this? When the county first went self-funded in 2014 they had the specs fluctuate. Chairman Hancock said now they are down to a five percent increase. Carlos said they still want to come back. Knows they have another option on the table. May be able to get this lower than that. On the aggregate this is going to take an increase. Chairman Hancock said they transferred \$150,000 and have added a twenty percent increase to make sure they have enough funding available. Carlos told them that the aggregate was okay they understand the self-funding. Hard time swallowing the spec. Chairman Hancock said what they do not spend they keep here. Carlos said these are variable costs. Chairman Hancock said the upper one is a fixed amount. Carlos said they never see this again. Did get an increase in 2017/2018. Has been bumped up a little bit. Understand what they are saying. Making this argument. Pacific Source would love to have this policy. Sees Blue Cross is getting more aggressive.

[11:46:00 AM](#) Chairman Hancock said personally would rather see what Blue Cross will do. Not ready to jump ship personally. Commissioner Clark said they are saving about \$16 an employee for admin fees. Chairman Hancock said this is roughly \$28,000 with Pacific Source. If they jump ship they do not know where they will be at next year. Carlos said overall they are looking at an increase of four percent. Chairman Hancock said in making this decision they do not know exactly the contract savings difference between these carriers. Carlos said they all claim to have great contracts. They do not have a side-by-side comparison. With other groups there is data analytics side-by-side and they are pretty close to each other. Pacific Source would allow them to peel out the stop loss. They would have them as a third party administrator. Would have to pay the claims over \$60,000 and get reimbursed. When this is with the carrier this automatically gets paid.

[11:51:50 AM](#) Carlos said with Blue Cross they are one of the best to be with. Can use their coverage even out of Idaho. Just have to find a provider on the plan out of state. They each have pros and cons. Pacific Source will still pool them. Commissioner Young asked if Regence is lower. Carlos said not overall. Hard to make a recommendation. If they were a private company it would be different. When they look under the constraints of the county they need to look at service. Commissioner Young would be interested to see what they come back. Chairman Hancock said that would be nice if they dropped the administration costs. Commissioner Clark said this is kind of one of the fixed costs. Carlos thinks they will drop the reinsurance fee. They kept asking him what they would peel away. Commissioner Clark said they may not have been funding this the way they should have in the past. Commissioner Young said they have done that this year.

[11:56:44 AM](#) Carlos said one more thing on the HRA has had thirty-seven percent for retirees. Any elected officials that retired or did not run again were allowed to keep their HRA. Been a few years wanted to check to make sure they are okay with keeping this that way. Feels it is good to bring this up. Have a few employees say something again especially if they lost or did not run again. Not going to make a run on the HRA but is still a cost the county pays for. This will never go away. The HRA was designed to create a benefit to keep employees here. If they choose to leave the county they lose access to these funds. Just want them to understand this is there. Want to make sure they still want to do this. The biggest

percentage is elected officials. Chairman Hancock said once they use this it is gone. Carlos can bring this in with amounts. Retirees get to keep this if they retire from the county. An elected official keeps it either way. Going back they have a lot more elected official retirees than they did when they started.

COMMISSIONERS

- **PROFESSIONAL SERVICE AGREEMENT – PAUL ZIEL – (ACTION ITEM)**

[12:03:52 PM](#) Audrey said she sent this to the other commissioners. Commissioner Young said they need to correlate some of the Planning & Zoning laws that were in place back when this road was put in. Commissioner Clark asked on a timeframe. Chairman Hancock said by October 31.

[12:08:49 PM](#) **Motion by Commissioner Young to approve the professional services agreement with Paul Ziel on 4108 and 465 N for a ceiling amount of \$10,000. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **OFFER ON DELINQUENT PARCEL #RP05N37E366542 – (ACTION ITEM)**

[12:13:08 PM](#) Audrey said Mr. Green sent her an offer on a parcel. Kristine said this is out between Lewisville and Roberts. Was the Martin and Rosella Estate. This was landlocked and no one bid on this. On the website has an excess funds list. Gets numerous emails on excess funds. If they do a tax deed sale they go through the claim process and turn any excess to the state. This is per statute. Put as much information on this as possible. Listed any properties they have taken to an auction that have not sold. Put this information out there easy for the public to find. Did have this bidder call her and asked the process of putting in a bid. This is in the commissioners' hand so they need to make an offer. Became county property so there is not any taxes for 2020. They have taxes of \$1,750. Commissioner Clark asked if there is access to this. Kristine said there is not. Chairman Hancock asked how he would get to this. Kristine said he does know. Is not sure if there are rights-of-way or an easement. Had sold through a tax deed auction sold the Anna Moore property had her house and the property behind this. If someone did some work with an Engineering company lines could be straightened up and could possibly be a buildable lot. This is a nice piece of property. The ones that owned the property around this did not want this unless they got the property in front of it. Commissioner Clark asked her recommendation. Kristine would not offer a recommendation. If someone had come to the tax deed auction they would have sold it. Commissioner Clark would hate to sell this without any access. Commissioner Young asked on the ground around this. Chairman Hancock said Boyce has some. Kristine said this is being farmed and this is county property. Believes this gentleman has done his homework. They are not in the business to make sure they have done their research. Is not projecting something that it is not. Chairman Hancock said they have a slew that runs and this is a piece that comes from Boyce's. They could always say they want \$2,000. There has not been any taxes since the county took this over. Kristine said in 2015 had \$210 worth of fees. Would have done this two years ago. At this point it would be a purchase from the county and the money would go to commissioners and then they would cut her a check for taxes. Chairman Hancock asked how much tax would be accrued since they took this over. Kristine said this was about \$350 a year. Commissioner Young said this would be about \$2,100. Chairman Hancock said anyone else that bought this would have to begin to pay taxes at that time.

[12:23:19 PM](#) **Motion by Commissioner Young to propose a sale on parcel #RP05N37E366542 to Blake Green in the amount of \$2,100 to cover the taxes. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **SNOWMOBILE GROOMING ADVISORY BOARD BY-LAWS – (ACTION ITEM)**

[12:24:18 PM](#) Audrey got these from Kim and Madison has not approved these. Commissioner Clark said they had two members and have added a third member. Is going to meet with them. Believes that Heath is going to stay on this. Some of the biggest issues is they have some changes to work out. Went to their meeting and had the State Park & Recreation there. Did not address the issues they had. Need to change the quorum. Puts a lot of responsibility on this board. May be more than what should be. Feels they may need to have more county involvement. Chairman Hancock said they need to put their snowmobile signs back up. Had to go by memory because it was not marked.

- **APPROVE CERTIFICATES OF RESIDENCY – (ACTION ITEM)**

[12:30:01 PM](#) **Motion by Commissioner Clark approve certificate of residency for the College of Southern Idaho for Brianne Hogan. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[12:30:12 PM](#) **Motion by Commissioner Young to approve certificates of residency for the College of Eastern Idaho for Lissette Arteaga, Megan Durrant, Catherine England, Tanner Heaps, Grace Keyes, Mikah Lowe, Angelita Moffat, Anne Smoot and Jenny Waahila. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

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

[12:34:29 PM](#) **Motion by Commissioner Clark to approve commissioner meeting minutes from July 19, 2021 with noted changes. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **APPROVE CLAIMS – (ACTION ITEM)**

[12:35:29 PM](#) Chairman Hancock said the majority was the transfers for VEBA. Commissioner Clark thinks there are some things for building and grounds that may be questionable. Chairman Hancock said he saw they bought some clothing. Commissioner Clark said they bought four sets of the hearing protection. These were fairly expensive. Then on the clothing thinks they need to have some limits or a line in his budget. Did not notice which line they came out of in the past. Thinks they need to have a limit. Chairman Hancock said he is tired of paying the \$400 for spraying too. On the pants, belt and shirt took this out of 0-499. Sometimes he thinks department's buy things they do not actually need. The ear protectors were pricey. Commissioner Clark would like to see even the clothes is coming out of repairs and maintenance. May need to have a budget line for
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were pricey. Commissioner Clark would like to see even the clothes is coming out of repairs and maintenance. May need to have a budget line for these items. Chairman Hancock said they can take some out of another line. Have supplies these are probably for cleaning. Could add something for tools. Has one for miscellaneous expenses this is where this should come from. Personally does not see the need for an additional person. Sees him over sitting in the Sheriff's Office a lot. Commissioner Clark said they may need some training. If something does not get done that day they can get it done tomorrow. If they are called in after hours that is different. That is when the overtime should occur. Commissioner Young said they will have this regardless. Chairman Hancock does not think they need as much overtime as they do. Commissioner Young said there are times they can have other things slide. Chairman Hancock understands if Crystal is on vacation they have to do the cleaning. Need to split this up better and manage the time. Commissioner Clark thinks maybe as far as cleaning she may need to find someone to fill in on a part-time basis. Chairman Hancock knows college kids are always looking.

12:45:11 PM Motion by Commissioner Young to approve the claims from 7/26/2021 to 8/6/2021 for \$326,244.47. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.

12:45:55 PM Motion by Commissioner Clark to adjourn at 12:45. Second by Commissioner Young. All in favor – aye. Motion passed.

Achal Hancock
Chairman of the Board

Audrey Moon
Clerk of the Board

Colleen Cole
County Clerk



10/4/21
Date

10/4/21
Date

10/4/21
Date