

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES
SEPTEMBER 20, 2021**

Meeting called to order at 9:00. Those present are Commissioner Clark, Commissioner Young, Chairman Hancock, Prosecutor Mark Taylor, Emergency Management Rebecca Squires, IT Garn Herrick, Public Works Dave Walrath, Building Official Jeff Ottley, Park & Recreation Mickey Eames, Probation Tammy Adkins, Extension Office Lorie Dye, Clerk Colleen Poole; Audrey Moon is clerk of the board. Pledge of Allegiance led by Commissioner Young. Prayer offered by Colleen Poole.

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INSURANCE – CARLOS APONTE

• **RENEWAL CONTRACT – (ACTION ITEM)**

[9:04:42 AM](#) Chairman Hancock said before their department head meeting will have Carlos come up. Carlos said they have scheduled employee meetings. Audrey said she sent this back a few weeks ago.

[9:05:23 AM](#) **Motion by Commissioner Young to approve the renewal on the self-insured plan with Blue Cross of Idaho for January 2022 through December 2022. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[9:06:24 AM](#) Carlos said this states as a self-insured plan they can have an outside review of claims. Blue Cross has their own so we always opt in to have them review these. Should say they have always chosen them for the review board. Carlos said then they have the rate sheet. The last one is the programs they have. The only one they have is disease management they have changed the name but the rest of them they have declined.

[9:09:58 AM](#) Carlos said as an FYI they have been getting questions about the vaccine mandate from President Biden. They are on top of this. There has not been any details released or a timeframe. They are staying in front of this and will get information to them if this is actually implemented. Asked for any questions.

[9:10:46 AM](#) Commissioner Young thinks this will get tied up in court long after COVID is over with. Chairman Hancock said that a lot of people in the county have already gotten this. Carlos said they do have some employers that have implemented the vaccine into their wellness this makes their insurance premium lower. Does not know if this is the county's desire. If this is something they want to look at it takes time to put this together. Commissioner Clark is not interested in this. The other commissioner do not have any interest in this. Carlos said they have employee meetings set up so they are working on getting packets together for employee meeting.

COMMISSIONERS – ELECTED OFFICIALS – DEPARTMENT HEADS

• **STAFF MEETING**

[9:12:34 AM](#) Extension Office Lorie Dye said they are finishing up the fair events. Very proud of the youth. Today is the Mud Lake awards night. For ag Joseph is working on forages. Received a grant from Department of Health & Welfare. Has a teacher that will be teaching a 4-H program after school. This starts first week in October. Will last for a year and will be able to renew. Chairman Hancock asked they will have full-time teacher. Lorie said this covers reaching youth. Applied to teach 4-H programs after school. Did STEAM which is Science, Technology, Engineering, Arts and Mathematics. Hired someone in the community that is a teacher which is a nice bonus and an intern from BYU-Idaho. So they will teach and she will oversee this. They are University of Idaho employees that will be working with the county.

[9:15:36 AM](#) Assessor Jessica Roach does not have a lot. The DMV lines are actually scarce right now. See if this continues or not.

[9:15:56 AM](#) IT Garn Herrick has several things. Has not got the report on the email tests since we are meeting a week early. Will have to wait until next month. Did deploy a new server in the Sheriff's Office. Computer Arts will have until the end of the year to get this transferred. Court Clerks are moving around shifting people and desks. This will keep them busy this week. Then in middle of October the Supreme Court is putting in new audio systems. Will have to coordinate this with the courts. Most employees have gotten the ICRMP test email. Most are passing this. This is required annually now that they watch the video. Mickey asked on the task emails they are being sent. Garn said someone with a gmail account is spoofing the emails.

[9:18:21 AM](#) Probation Tammy Adkins said they are slow again. The courts have been shut back down since September.

[9:18:38 AM](#) Park & Recreation Mickey Eames said they are about done for the season. Will start working on grants. Will stay open until October has been watching the weather. In September have had two weekends that were pretty full. Looking at getting the new playground equipment put in. Want to tell Road & Bridge she appreciates all the help. They borrowed their sweeper and cleaned up after the Buddies not Bullies event. The money they gather will go to the Child Advocacy Center.

[9:20:03 AM](#) Public Works Dave Walrath said they are overlaying on 500 N. Then go to 550 N and Yellowstone. Then go to 4300 E and 4200 E. Will see how long they can go with the weather. Supposed to get better later this week. Solid Waste they have a company that wants to haul out ground up C&D waste. Meeting with them tomorrow. Wanted to negotiate tipping fee price and really there is no negotiating this. Trying to catch up from being gone.

[9:21:01 AM](#) Noxious Weeds & Invasive Species Mitch Whitmill the Weed Department is doing general weed management around the road sides. Right now they switch over to revegetation. Works with Dave on road sites. Trying to restore grasses. Had a big year at the fair with a lot of interest. Thought about pulling their booth but a lot of the other counties do not have much vegetation management department left in some

counties. This provides some knowledge and information to these folks. The drone they had on display was a big hit. They will be using this technology in the future. Will be obtaining some UAV licensing so they are prepared for the future.

[9:23:04 AM](#) Building Official Jeff Ottley they are still busy. Have a lot of building permits and inspections. Think they have five hearings at the next meeting.

[9:23:38 AM](#) Emergency Management/HR Rebecca Squires said for Emergency Management as of Friday they were 29.8 cases per 10,000. Not their highest or lowest. Have had another death last week. Of those individuals district wide only 1 percent have been vaccinated and having disease breakthrough. As of Friday ICU was 89 percent full and the hospital was 63 percent full. At the hospital 78 percent of in-patients were not vaccinated and 89 percent of patients in the ICU were not vaccinated. Kind of sitting at this high level where they are not increasing or decreasing. Are still very vulnerable to the health care system being overwhelmed. Many saw Crisis Standard of Care has been implemented. They are not rationing care. This is not a good way to describe this. Just means the capacity no longer exists to give the traditional treatments. Take this on a case-by-case basis. There is a lot of great information out there. Mitch said the Governor implemented the National Guard for help. Rebecca said he did but is not sure what they will do. The issue is staffing. Most guardsman do not have that expertise. Not sure what they will be doing. In the past had helped at vaccination clinics. Mitch said he has an employee that is in the reserve. Rebecca said this is hard may be a registered nurse but not familiar with the procedures of specific places. On HR thanks everyone for getting their green sheets and personnel action forms. Now in the first week of the pay period of the new fiscal year. The paycheck in two weeks will reflect these changes.

[9:27:41 AM](#) Prosecutor Mark Taylor said things are running smoothly. Jury trials have been suspended. Does have a new Deputy Chase Hendricks is now full time and Matt has left. Chase has a lot of experience will do a great job. Started last week.

[9:28:43 AM](#) Treasurer Kristine Lund said they are getting ready sees that Colleen is bringing the levy sheets today. Will start getting ready for the tax charge. Colleen said the state extended this so this will be a couple of weeks. Kristine said everyone will be interested what their tax bill is. Hoping to not have any Sheriff sales. Offices got some paint which looks really nice so they are moving everything back into their offices.

[9:30:14 AM](#) Clerk Colleen Poole said a couple things the courts have suspended jury trials until further notice. Have an election in November they have cities and possibly could have a school board trustee to vote for even if they do not live in the city. Has a final copy of their budgets. Also a reminder the 30th is the end of the fiscal year. Can pay claims from this budget until October 15 as long as it has a September date.

[9:31:23 AM](#) Commissioner Clark as they get to the end of the fiscal year wants to thank everyone for working through the budgets. It was good experience and hope we have a good year.

[9:31:52 AM](#) Commissioner Young echoes Commissioner Clark. Appreciates the elected officials and administrators and everything they have done with the budget. Thinks they were able to take care of their employees with the 3 percent COLA. Want to keep every one of their employees. Did have a health board meeting. Rebecca already explained their situation. Getting a lot of pressure to mandate masks and limit group sizes because of their situation. Would not be surprised if they have an emergency meeting. As of right now they have not done this. Grateful for those that have been vaccinated or they would be in a mess. Good thing is 80 percent of those 65 and older have been vaccinated. Are in Crisis Standard of Care for a reason. They do not have enough personnel. The local doctor went through some of this information. Will still be getting lifesaving care at hospitals. Hearing if someone comes in with a broken arm it may take longer to get a bed. Hopefully the spread does not go any higher. Hospital occupancy has not reached the peak yet. The hospital staff has been overwhelmed and overworked right now.

[9:35:02 AM](#) Chairman Hancock also echoes the others. Appreciates everything they have done to maintain and control the budgets. Just because they have the budget they need necessity to spend this. Appreciate the efficient manner they operate as a county. Spend in a cost conscientious manner. This is not frivolous spending and have demonstrated this the past few years. Is concerned with their COVID numbers. Had numerous people ask what the county will do. They will follow the lead of the health department. If people isolate when they are sick. If anyone is sick they need to stay home. They are not going to shut the county down. Have to learn to live with this and make necessary adjustments in their personal lives to continue to move forward. Cannot shut down everything. Take the necessary precautions they can to not get this. Thanks everyone for coming today.

[9:37:30 AM](#) Mitch asked on the emergency leave these are all expired. Chairman Hancock said that is correct they have all expired. Saw on the news that all the insurance companies nationwide have gone back to their standard policies. No special provisions for COVID any longer.

PARK & RECREATION – MICKEY EAMES

• PURCHASE ATV FROM NOXIOUS WEEDS & INVASIVE SPECIES – (ACTION ITEM)

[9:38:41 AM](#) Mickey Eames is coming in today for their approval on buying the four wheeler from the weed department. Is going to put one of the ones they have on the auction. Having these checked out right now. High book is \$4,540 and low book is \$3,735 on this. Planned to do this in the spring but Mitch already got one. Wanted their approval on purchasing this. Chairman Hancock said this is a transfer of funds because the county already owns this so this is a transfer.

[9:39:49 AM](#) **Motion by Commissioner Young to approve the transfer of funds from Jefferson County Park & Recreation to Jefferson County Noxious Weeds & Invasive Species for \$3,735 is a transfer of a 2016 Suzuki King Quad 500. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[9:40:49 AM](#) Mickey thanks them for the help this summer. Appreciates them backing her on what they have done out there. It is a big job. Chairman Hancock asked if they keep a total of the amount of people. Mickey said they do not count because they come in car loads. It was busy all summer until school started. Chairman Hancock said the national parks give numbers each month. Mickey is not sure how they count the car loads. Mickey said when they have a pass they come in multiple times throughout the summer. Chairman Hancock just noticed that Yellowstone had the biggest month in August that they ever had. Mickey said they had more in May and June then they ever had due to the hot weather.

EXTENSION OFFICE – LORIE DYE – JOSEPH SAGGERS

- **TRUCK PURCHASED FROM 2021 BUDGET**

[9:43:04 AM](#) Lorie said they have not received their truck yet. Will let Joseph give them that update. They have \$4,800 left in the vehicle fund left this year. Want to know of any ways to keep this. Joseph said they are working with Young Auto Group. Called two weeks ago the bad news the truck has been cancelled, however he can resubmit a bid for a 2022 truck for the same price. So it's bad and good. They can roll this over for a 2022 truck. May get a little priority due to being cancelled already. No real guarantee. Personally thinks they can sell the truck more elsewhere but doesn't know. Chairman Hancock said at some point they change their model numbers and year so they have to cancel the 2021. Joseph said this was sitting in a parking lot waiting to ship. Chairman Hancock said he has been told a lot of different things.

[9:45:36 AM](#) Joseph said as crazy as prices are they are getting a killer deal. Chairman Hancock said they have the funds in 2021 they would have to move them to reserve account. Then next year they will have to open the budget to use this reserve account. Realize they have the money this year, Anticipated spending this. So they will have to take this and move it to a reserve then take it back out of reserve to pay for this.

Commissioner Clark asked a time table. Joseph said within the next budget year. Lorie is hoping for a truck someday. Commissioner Clark said that is really all they can do. Chairman Hancock said that is all they can do. Joseph said they had nothing they could buy. Asked if they can pay this fiscal year. Told him he wanted to protect them both. Chairman Hancock said they have procurement laws so they technically shouldn't do that. Asked Lorie to get with Colleen. Lorie is hoping to move the \$4,800. Chairman Hancock said they would move everything they have into a reserve account. Would want to move all of it. Then whenever they get a vehicle they will pull from the reserve. Joseph said he started this in February. Commissioner Clark asked if they sold his truck. Joseph said not they still have it. Lorie just wanted to make sure this was possible. Chairman Hancock said they move this to a reserve account for the Extension vehicle. Can pull this back. Commissioner Clark said this is ear marked. Chairman Hancock said this will be ear marked so this it is not part of the budget but they can set this aside. Need to reserve what they can.

[9:50:14 AM](#) Lorie is not sure she forgot to have their budget agreement signed. Usually they sign this it is the same budget. Can she give this to them today or does she need to make another appointment? Chairman Hancock said this would need a motion so it need to be on the agenda as an action item.

COMMISSIONERS

- **AMENDED AMBULANCE SERVICE AGREEMENT – CITY OF IDAHO FALLS – (ACTION ITEM)**

[9:51:29 AM](#) Chairman Hancock said they have an amendment to the ambulance service. Mark said the main change was on interpreting the contract. Chairman Hancock said item number ten now reads: "Interpretation of Agreement: This Agreement has been mutually drafted and reviewed by legal counsel for both parties hereto. In the event of any ambiguity in the terms and conditions hereof, no adverse construction shall be drawn against the drafter hereof."

[9:52:26 AM](#) **Motion by Commissioner Clark to approve the amended ambulance service agreement with the City of Idaho Falls on section ten with the same price for \$265,980. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **IDAHO PUBLIC SAFETY COMMUNICATIONS COMMISSION GRANT AWARD – (ACTION ITEM)**

[9:52:56 AM](#) Audrey said the application for this grant was brought in by Deputy Mike Miller. Now they have to accept the award of the grant.

[9:53:56 AM](#) **Motion by Commissioner Young to accept the Idaho Public Safety Communications Commission Grant Award for \$90,518.37. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **APPROVE ALCOHOLIC BEVERAGE LICENSES – (ACTION ITEM)**

[9:54:52 AM](#) **Motion by Commissioner Clark to approve the retail alcoholic beverage license for Dolly's Subway Club Inc. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[9:55:05 AM](#) **Motion by Commissioner Clark to approve the retail alcoholic beverage license for Isaias Ramirez in Roberts. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[9:55:42 AM](#) **Motion by Commissioner Clark to approve the retail alcoholic beverage license for Watson's Inc. doing business as Teton House. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[9:56:02 AM](#) **Motion by Commissioner Young to approve the retail alcoholic beverage license for Heise Hot Springs Inc.. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[9:56:18 AM](#) **Motion by Commissioner Young to approve the retail alcoholic beverage license for The Lube Shop. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

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

[9:57:01 AM](#) **Motion by Commissioner Clark to approve certificates of residency for fall 2021 and spring 2022 for the College of Eastern Idaho for Julisa Rodriguez and Baylee Waters. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

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

[9:57:56 AM](#) **Motion by Commissioner Clark to approve commissioner meeting minutes from August 2, 2021. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **APPROVE L-1 LEVY CERTIFICATION – (ACTION ITEM) - CANCELLED**

[9:58:33 AM](#) Chairman Hancock said they are still working on this. Colleen said they just got the information from the state on Friday so they have extended the deadline.

[9:58:33 AM](#) Recess

Open session 10:00

SHERIFF'S OFFICE – CHIEF DEPUTY JOHN WOLFE

- **BODY CAMERA CONTRACT – (ACTION ITEM)**

[10:01:28 AM](#) Captain John Wolfe apologizes right off the bat he is waiting on Axon for the correct paperwork. Noticed a discrepancy with the user licenses. Chairman Hancock asked if they want to put this off. John said yes. Chairman Hancock said that Mark had some discussion. Mark said there was a lengthy negotiation on the county terms and conditions. Went back and forth. The main one was the refusal to do a lowest price warranty. Chairman Hancock said if they were dealing with a federal entity they do not have any choice. This is federal law. When dealing with government they have to give them the lowest price. State does not require this but it is nice to have this in there. This is to try and get the county the same pricing anyone else could get. John said they have used them for quite a while. Their storage and management is their biggest benefit. Chairman Hancock said when they have been with a company a lot of years have a lot of data. Would have a hard time transferring data and having to use two systems is not cost effective. Run into this all the time. John apologizes he does not have the right information. Chairman Hancock said they can move this to the 4th. Knows why they pushed back because the state does not have this requirement. The out they would have is having a slightly different model. Mark said he pushed hard on this and that is why it took so long. Chairman Hancock said he has been around this before. Federal says its law and state says it's not so the companies get around this by changing the model numbers.

ELECTIONS – CATHY DABELL

- **DESIGNATE POLLING LOCATIONS – NOVEMBER 2, 2021 ELECTION – (ACTION ITEM)**

[10:06:32 AM](#) Chairman Hancock said they have some cities and school trustees. Cathy said they have a cemetery district as well. Commissioner Clark said November 2, 2021 Consolidated Election they have: West Jefferson School District #253 zone five trustee. Will vote at the Hamer elementary school and absentee is the courthouse. City of Menan council member election. Precinct #9 Menan votes at Menan City Hall and absentee at courthouse. City of Rigby Mayor and Council member election. Precinct #11 Rigby 1 votes at Rigby City Hall, precinct #12 Rigby 2 votes at Rigby Community Center, precinct #13 Rigby 3 will be mail out ballots, precinct #14 Rigby 4 votes at Jefferson School District Office, precinct #17 Rigby 7 is a mail out ballot and precinct #21 is absentee voting at the courthouse. Ririe School District #252 zone five trustee election. Precinct #18 Ririe is a mail in ballot and precinct #21 absentee at the courthouse. Little Butte Cemetery Temporary Override Levy. Precinct #1 Annis votes at Menan LDS Stake Center, precinct #6 Labelle votes at the Labelle LDS Church, precinct #18 Lorenzo votes at Jefferson County Courthouse, precinct #9 Menan votes at Menan City Hall and precinct #21 absentee voting at the courthouse. Early voting for all elections run from October 18th through October 29th from 9:00 to 5:00 for absentee at the Jefferson County Courthouse. Chairman Hancock asked on the Rigby Community Center. Cathy said this is the library. Chairman Hancock did not realize this was a community center. Cathy said a couple are mail only due to the number of voters.

[10:10:09 AM](#) **Motion by Commissioner Clark to designate the polling locations for the November 2, 2021 election. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

NOXIOUS WEEDS & INVASIVE SPECIES – MITCH WHITMILL

- **CONCRETE BIDS – ROBERTS FUEL CONTAINMENT FACILITY – (ACTION ITEM)**

[10:12:13 AM](#) Mitch said they have been working with Road & Bridge to put together a fuel facility in Roberts. Has been working on getting some concrete bids for their fuel containment. Gives them one had two other requested with no reply. Does have some that submitted quote for concrete. Have a lull right now and might be able to get this done between projects. Chairman Hancock asked if they called KB. Mitch had Mariah call and some of them never responded at all. This is an exact replica of what is at Road & Bridge and Straight Arrow did that. Not going to go with the cheapest necessarily. Needs to be to spec. Will be doing the excavating and grading of the site. Road & Bridge is letting him use their excavator. Are at the end of the budget year. Intend to select one of the two they have bids from to secure a start date before the end of the budget and cut a check before the end of the year. Has to do the excavating and could not do this during the summer. Hard to find anyone to do this stuff. Chairman Hancock said they could do the same as with the extension office. Mitch said if that is an option. Commissioner Clark said unless they get in and get it done. Mitch said it depended on their projects. Chairman Hancock said to check with KB. Mitch can see if they are willing to do this. Chairman Hancock said put it in a reserve. Commissioner Young said without doing this they would have to have the work done. Mitch said in the past they have cut a check and held it. If there is a way to use a reserve account. Chairman Hancock said this is 2021 budget money and saying they budgeted this to spend and they still are trying to. Since they already approved the budget for next year they would have to move it to reserve then open the budget. Mitch does not want to cause a big headache for the clerk. These projects have to be pushed to fall with their summer work.

[10:17:04 AM](#) Mitch is hoping to get one of them under contract to get this done before the end of the season. Both of these bidders said they would. Chairman Hancock asked if they have a design. Mitch did the blue prints earlier in the spring. Already have permits with City of Roberts. Has talked to Kevin in Planning & Zoning so they can meet what the county requirements has as well. Told the mayor they would meet the highest standards on construction. Have engineer stamped prints. All of that is done. Just need a contractor signed and get them started within the next thirty days. Prefers to do concrete in the fall anyway. Have the excavation done next week. Has the rough out done still has to get this to grade and the footings done. Chairman Hancock asked what he is using the 780. Mitch said the 710. This is 24X34 square hole. It is not that complicated. Will call KB and see what their status is. Chairman Hancock knows they have done a lot of work for the lake. Mitch knows they have. Had given his employee names and some were too booked out. The other two he did talk to said they would get them a bid and never did. Will proceed ahead if they can go

ahead and set the money in reserve for that phase. Will work with Kerry at Road & Bridge since this is all tied together. The City of Roberts and Fire Department have wanted to get an agreement to buy fuel from this facility as well. Knows that Dave has done that here in Rigby. Colleen said she stepped out and missed this.

[10:21:15 AM](#) Chairman Hancock said they have the same issue they have money budgeted to be spent before the end of the year so has to move this to a reserve account. Take the whole account. Mitch said \$24,872 in line 899-002 for capital building upgrades. This is actually line 899-003 for capital shop equipment that has \$24,872 currently.

[10:22:32 AM](#) Chairman Hancock asked if they got their four wheeler. Mitch did. Only one that was available and was told they were not going to get anymore this season. They have switched to snow equipment. They are only going to get nine next year. They are still building things. Did find another manufacture that builds Indian motorcycles. Have been building components for four wheeler companies. They have a C-Force. Commissioner Young thought this was Chinese. Mitch thought so too but they are in Minnesota. They build KTM race bikes. Chairman Hancock said they have Indian and Husqvarna. Mitch said the next roll out will have the quote with the specs. They build the same frame as the Suzuki. It is nice to have other options. Will be two years out. Jumped ahead and got the four wheeler this year.

EMERGENCY MANAGEMENT – REBECCA SQUIRES

[10:27:34 AM](#) Rebecca said back to Captain Wolfe's contract Axon can provide another bid today. When they were doing Cares Act this was one of those things that was submitted. To get the money she submitted payroll reimbursement under the Governor's Public Safety Initiative. The leftover is the cash that would back up the body cameras. They balanced her fund out already. Has money in the grant line that could be taken care of in this year. Need to get this through now. The terms and conditions are less than the original contract. They could approve up to the amount. John is going to try to come back in with the correct paperwork.

- **TRAVEL AUTHORIZATION – (ACTION ITEM)**

[10:29:48 AM](#) Rebecca said she has not been able to do any professional development on the Emergency Management side. International Association of Emergency Managers are having an in person conference in October. The first page is the letter of invitation and can see the programs that will be offered. Would like to travel to Grands Rapids, Michigan from October 17 through 22 for the IAEM conference. The entire cost including registration, flight and hotel is just under \$2,000 and there will be a few meals that were not covered. Has this in the 2021 travel line since she was unable to travel this year. Commissioner Clark said he saw that they cancelled her meeting in Boise. Rebecca said that is why she went looking for something. Chairman Hancock asked if there is some trainings that should be done each year. Rebecca said as a certified emergency manager she should be attending classes and presenting. Will be both published and presented this year. This just adds additional professional development. Have classes that are offered before and after but did not want to take that much time away. Commissioner Clark thinks this would be good.

[10:32:14 AM](#) **Motion by Commissioner Young to authorize Emergency Manager to attend the International Association of Emergency Managers conference October 15 through 20 of this year. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **AMERICAN RESCUE PLAN**

[10:32:57 AM](#) Rebecca received a letter from Carl Anderson on getting an ambulance. "Rebecca, I would like to address some thoughts and concerns about how the growth of our County is going to affect our fire district's EMS responses. More and more we are being asked by our patrons about local ambulance service. It has been said many times "Why are we waiting so long for an ambulance to arrive?" "Why doesn't Central Fire run their own ambulances?" "When are the commissioners going to do something about this?" With the rising costs from the City of Idaho Falls to provide ambulance service, the Jefferson County Commissioners have asked CFD to work with Idaho Falls for some type of hybrid contract to start a local transport ambulance service here. In a hybrid contract we can explore the cost sharing between the county and fire district. With this in mind, we have made some preparations at our Rigby facility. We have added five sleeping rooms/quarters with a kitchen, dining area and lounge area. We have room in our district building to accommodate two ambulances. I have included, in our proposed CFD budget, enough funding to hire two to three fulltime firefighter/EMTs. This is a commitment to our patrons that we are willing to grow with the county. What we need from the county at this time is a commitment from the commissioners to allow us to purchase one, or more preferably, two ambulances with the American Rescue Act grant money with the licensing of the Fire district to be a transport agency. We can forge ahead with writing a mutually agreeable contract with the Jefferson County Commissioners to take some of the burden and cost from the Idaho Falls Ambulance service contract. We are asking for permission from the county commissioners to submit a request for funding from the American Rescue Act to start this purchase. The purchase of one ambulance without gurney or any supplies is/was \$170,000. To order and outfit an ambulance would be in the \$250,000 range. We know that the purchase and delivery of ambulances takes several months to get this done and it would be in everyone's best interest to start now. Carl Anderson Fire Chief Central Fire District."

[10:35:40 AM](#) Chairman Hancock said they have talked about this. Asked City of Idaho Falls to put a proposal together for them regarding how they best could serve the citizens at the least cost. Supposed to have something to them by now. Commissioner Young appreciates what Carl is doing here. Supports an ambulance but needs to know the specific plan and what the responsibility is to the county. Do they need two or start with one. Chairman Hancock said they talked with City of Idaho Falls. One is not going to service them and is not sure they can afford two. Is still going to cost them. Paying \$265,000 to them to provide services and in addition the people receiving services pay also. Last time they looked it was about \$550,000 between what the county pays and what is paid for the service. To have one using the same methodology would be \$750,000 for the payroll of the service. Have people on call 365 days a year have to have two people there every day all day. Commissioner Young said they will still have to contract with City of Idaho Falls. Chairman Hancock said yes because there will be times they need more. Commissioner Clark said they still will have to contract with City of Idaho Falls. Chairman Hancock wanted to work with the City of Idaho Falls so they can respond to accidents closer

to us. Talked about giving them the hours where the need is the highest. Talked about having this available for twelve hours a day. There were a lot of different options. Thinks in the best interest they understand it is \$250,000 just for the ambulance.

[10:39:23 AM](#) Chairman Hancock does not see using these funds for this as a bad idea. Have to look toward the future. This is a way to start stepping forward. This is quicker than waiting for City of Idaho Falls. Have given some information but would like to see different proposals.

[10:40:04 AM](#) Rebecca said the plan with the American Rescue Plan is in its formative stages. Knowing the Board is amendable to this. Maybe she needs to go back to City of Idaho Falls and Central Fire and get some additional information. Then this gives them something that is actionable. Chairman Hancock wants to know the costs. Commissioner Clark thinks they were in the process of doing this. Chairman Hancock said they should be doing this already. Commissioner Young wants to know what they are supporting. Rebecca said they need more information than just paying for an ambulance. Chairman Hancock said it would be silly to pay for an ambulance they cannot staff. Rebecca said a lot of this is for conversations and seeing where people all stand. Will get a proposal with the cost estimates. Chairman Hancock said they do not have a problem just need more information. Asked if they have received their funding. Rebecca said they are working through a few issues can talk later if they would like.

HUMAN RESOURCES – REBECCA SQUIRES

- **PERSONNEL ACTION FORMS – (ACTION ITEM)**

[10:42:22 AM](#) Rebecca said they have three personnel actions these are some regrades in the Clerk's Office. Already took the deputy clerk to a grade four and the lead deputy clerk is a regrade from a four to a five.

[10:42:42 AM](#) **Motion by Commissioner Young to regrade deputy clerk employee number 735 to a grade five step two, employee number 611 grade five step one and employee 331 to a grade four step fourteen. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[10:44:34 AM](#) Colleen said on one employee who went from thirty five hours they did not change the amount in the budget to go to forty hours. Do they want to go over? Chairman Hancock said they will just go over and in the course of the year they may have people leave and can adjust this. Colleen was not sure if they wanted to wait a year.

SHERIFF'S OFFICE – CHIEF DEPUTY JOHN WOLFE

- **BODY CAMERA CONTRACT – (ACTION ITEM)**

[10:45:49 AM](#) John comes back in with additional information. The only thing that has changed is they have ten less user licenses. Commissioner Clark asked if this supports all the body cameras. John said this supports patrol and court. To get all of the jail the cost was too high. Will continue with what they have now. Will take existing body cameras into the jail. They use their cameras more often and these do not hold up as long. All contacts have to be recorded. Chairman Hancock said they use these quite a bit then when they are in and out of the pods. John said this contract provides at the end of two and a half years they replace the camera units. Then they always have the latest product Chairman Hancock asked on the amount is that \$24,801.83. They cannot go the sixty months but are subject to limited funding. Commissioner Clark said the total is \$86,529.20 with the first year at \$24,801.83. Commissioner Young asked if they have an out. John said it is in both contracts with limitation of funding. Chairman Hancock said they can do the total amount then only authorize the amount for this year because they have limitation of funding. All government agencies do this they cannot agree to go beyond a year. Mark is just looking through the terms and conditions to make sure this was still included. Which it is. Chairman Hancock said limitation of funds is by law.

[10:49:57 AM](#) **Motion by Commissioner Clark to approve contract with Axon Enterprises for body cameras for Jefferson County Sheriff's Office in a five year program for \$86,529.20 and will approve first year for \$24,801.83. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[10:51:43 AM](#) Recess until 11:00

Open session 11:00

PLANNING & ZONING – JEFF OTTLEY – SAMANTHA FARR

- **PRELIMINARY & FINAL PLAT – COUNTRYSIDE MEADOWS – TIMOTHY KRISER – (ACTION ITEM)**

[11:00:29 AM](#) Samantha has a subdivision application for Timothy Kriser for Countryside Meadows. This is a ten lot subdivision. Heard September 2, 2021 and the Planning & Zoning recommended denial due to the private roads with ten lots. Ordinance says private roads are only allowed for four lots or less. Commissioner Young said they listed two codes. Chairman Hancock asked if they brought this back in. Samantha said they submitted a preliminary and final plat at the same time. Planning & Zoning has denied the application so they would have to resubmit. Chairman Hancock asked if they have done that yet. Samantha said they have not submitted a new application. Chairman Hancock just wants to understand.

[11:01:56 AM](#) Commissioner Clark said there were some issues with the City of Lewisville wanting to annex them or not. Was back and forth is not sure where that stands. Kind of wanted the county to approve this in case Lewisville annexes this. That is not how it works. Sam said this shows two parcels due to being in the City of Lewisville. Commissioner Clark asked the parcel right along the edges is in the City of Lewisville. The yellow. Sam said yes. Chairman Hancock said they do not want to build roads to the standards. Commissioner Clark thinks if they are putting in a subdivision they need to put the roads in and do this right. Chairman Hancock would rather they have this done correctly. Planning & Zoning denied this and personally thinks they should uphold their decision. Commissioner Clark agrees with that. Chairman Hancock said they would need to approve Planning & Zoning Commission decision of denial.

[11:04:08 AM](#) **Motion by Commissioner Clark on Countryside Meadows they uphold Planning & Zoning denial of this permit. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:05:33 AM](#) Commissioner Young asked if they need to site the code. Chairman Hancock said the decision does have that in it that was created. Going to want to sell the lots for a lot of money they need to put in the proper roads and be up to standards. Commissioner Clark said City of Lewisville needs to look at this too and make sure it is to the standard they want. It is hard to go back. If they approved this without being paved. Chairman Hancock said they need the proper width and easements. If the city annexes this they would run into issues down the road. Colleen noted Dustin Matteson called the Clerk's Office and said he would not make the 11:00 meeting. Commissioner Clark said he thinks he was in the minutes. Chairman Hancock said this is a high water area too.

- **UPDATE**

[11:07:54 AM](#) Chairman Hancock asked how they are doing on the permits. Jeff said they had a few they got behind on. Still faster than some others. Looked last year 383 permits and this year 498 permits. Commissioner Clark said they had more that came in with issues. Jeff said they try to not take them in if they are not complete packets. When doing the plan reviews found some issues. Few of them they contacted and never heard back. Sometimes they have issues they call about and they do not have voicemails setup. Thinks they have eight in the drawer that need to be reviewed. The ten to twelve days should be back down to five to six. Chairman Hancock pointed out that if they get the same house they do not do the same strenuous review. Then they can move faster. Jeff said the townhouses having digital submissions really helps them out. This really streamlines this process. Hopefully going forward they will have this. Chairman Hancock said they do not hear the complaints they have had in the past. This has helped and has worked.

CLERK – COLLEEN POOLE

- **AGREEMENT FOR PATHOLOGY SERVICES WITH ADA COUNTY – (ACTION ITEM)**

[11:13:39 AM](#) Chairman Hancock said this is for autopsies. Colleen said this is done each year. The rates have changed. Mark has reviewed this.

[11:13:56 AM](#) **Motion by Commissioner Young to approve the agreement for pathology services with Jefferson County and Ada County for 2021 and 2022. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

[11:15:18 AM](#) Colleen has the coroner coming in today to sign this as well.

COMMISSIONERS – HR – REBECCA SQUIRES

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

[11:16:21 AM](#) **Motion by Commissioner Young to go into executive session 74-206 (F) - Legal. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

Open session 11:33

[11:33:41 AM](#) Chairman Hancock said they had a legal issue that was discussed with the Prosecutors Office will continue to monitor this.

[11:33:57 AM](#) **Motion by Commissioner Clark to go into executive session 74-206 (B) - Personnel. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

Open session 12.04

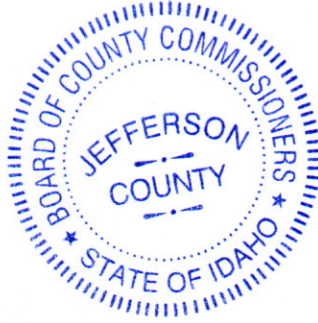
[12:04:46 PM](#) Chairman Hancock said they had some personnel issues that will be handled by HR and the Prosecutor's Office.

[12:05:13 PM](#) **Motion by Commissioner Young to adjourn at 12:05. Second by Commissioner Clark. All in favor – aye. Motion passed.**

Scott Hancock
Chairman of the Board

Audrey Moon
Clerk of the Board

Colleen C. Rob
County Clerk



11/15/21
Date

11/15/2021
Date

11/15/21
Date

