

BEAR LAKE COUNTY COMMISSIONERS MEETING

AUGUST 13, 2019

SCHOOL DISTRICT #33 BOARD ROOM

The Board of Bear Lake County Commissioners met in a special meeting on Tuesday, August 13, 2019, at 9:00 a.m. in the School District #33 Board Room in Paris, Idaho. Members present were Commissioners' Vaughn N. Rasmussen, Chairman, Bradley D. Jensen, Rex L. Payne and Chief Deputy Clerk, Amy Bishop.

Others attending were The News-Examiner Reporter, Pamela Harmon, citizens Jean Alleman and Robin Owsley.

APPROVE AGENDA

MOTION: Commissioner Payne made a motion to approve the agenda with the addition of discussion on courthouse windows. Seconded by Commissioner Jensen. Motion carried.

COURTHOUSE GENERATOR

The commissioners discussed the possibility of upgrading the generator on the courthouse. After gathering information from the engineers, the commissioners decided the cost for the change was too great. Propane tanks would have to be added, and would still only power the building for 24 hours. There would be additional costs for electrical, change orders, etc. The commissioners decided to install the generator as designed in the original plans.

COURTHOUSE WINDOWS

The commissioners discussed concerns that have been expressed about the safety of some of the courthouse windows. The commissioners opted to upgrade the windows in question to bulletproof glass, at a cost of \$14,400.

FISH AND GAME CONSERVATION OFFICER- FOSSIL CANYON ROAD

Ralieg Scott, Fish and Game Conservation Officer, and Mike Duncan, Forest Service Ranger, talked about access to Fossil Canyon. The owner (Elquist) has gated the access. He does have a number to call for access, and is good about allowing access if there are no cows in the area. Scott presented a copy of an agreement instrument #144057. It appears at that time, the intent was to allow access. Rasmussen consulted the county road map and noted the road was still on the map as a county public right of way. The commissioners directed Attorney Adam Mckenzie to write the owner a letter to see if the issue could be resolved. Duncan noted that the road becomes a 4 Wheeler only Trail once it hits the forest service property. It was noted that there may be funds available for a cattle guard. Duncan also thanked the Road and Bridge department for cleaning out some of the existing cattle guards. Commissioner Payne noted that they may need to look into Jacobs Canyon also.

CERTIFICATES OF RESIDENCY

The commissioners reviewed certificate of residency applications from Kylee Payne and Claire Wilder.

MOTION: Commissioner Jensen made a motion to approve the certificates. Commissioner Payne seconded. Motion carries.

APPROVE BUDGET FOR PUBLICATION

Deputy Clerk Amy Bishop presented the FY2020 budget. The changes made in previous work sessions had been completed and incorporated into the budget. A review of employee salaries and benefits had also been completed and updates made accordingly.

MOTION: Commissioner Rex Payne moved to approve the budget for publication. Commissioner Brad Jensen seconded. Motion Carries.

RESOLUTION #2019-10 I.C. 63-1315 LEVY – COURTHOUSE

Commissioner Rasmussen read Resolution 2019-10, Resolution to Certify Compliance with Requirements of I.C. 63-1315.

The resolution will need to be sent in with the property tax levy paperwork in order to levy funds for the courthouse.

MOTION: Commissioner Payne moved to adopt the resolution. Commissioner Jensen seconded. Motion carries.

PERSONNEL POLICY (CELL PHONE USAGE/TEXTING POLICY), CASH HANDLING POLICY

The commissioners discussed a variety of policies. First was cell phone use and texting. Difficulties can be created in finding all messages associated with a public records request. Different options were discussed including not using texting, using google voice or a similar service, etc. Commissioner Rasmussen will reach out to ICRMP for help in crafting a policy.

Next the commissioners talked about cash handling. Though, in general a lot of checks and balances are in place with money handling, these policies are often not written. A policy may be needed to address both good internal controls and security. One sample policy was obtained from Star Valle Medical Center.

The commissioners also briefly discussed comp time and vacation policies.

The commissioners will meet with the elected officials and supervisors at the September meeting to further discuss these policies.

BEAR LAKE REGIONAL COMMISSION

Commissioner Rasmussen is currently only able to attend the Bear Lake Regional Commission meetings every other month due to a conflicting meeting held in Boise. Commissioner Jensen is available to attend the regional commission meeting.

MOTION: Commissioner Payne moved that Commissioner Jensen will become the representative for the Regional Commission meetings, starting in September. Commissioner Jensen seconded. Motion carries.

SURPLUS PROPERTY

The commissioners reviewed three bids received for the advertised surplus property, and noted that all three were received by the deadline.

The bids received were as follows:

Glen Williamson bid \$51 for the 1985 Grey Dodge truck that has been being used at the fair grounds. Jeremy Jensen bid \$375 for the 2008 Dodge Durango that was previously used by the building inspector. Jeremy Jensen also bid \$828 for the 1976 dump truck from road and bridge. Bids were not received for any of the other surplus property.

MOTION: Commissioner Payne moved to accept the bids. Commissioner Rasmussen seconded. Commissioner Jensen abstained. Motion Carries.

The commissioners noted that Superintendent Esquibel could move forward with disposing of the items that did not receive bids.

Commissioner Payne asked the clerk's office to check on the state fire policy from Preston.

PUBLIC COMMENTS

Jean Alleman from the Community Center said that they are working with legislators on trying to get additional reimbursement on home delivered meals and appreciate the commissioners' help with that effort.

IAC SCHOLARSHIP AWARD – JAREN STEVENS

The commissioners presented a \$1000 scholarship from the Idaho Association of Counties to Jaren Stevens. Stevens was congratulated for his efforts.

EXECUTIVE SESSION

MOTION: Commissioner Jensen moved to go to executive session per Idaho code 74-206 (1) sections (a) 'To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general', (b) 'To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student', (d) 'To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code' and (f) 'To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement'. Commissioner Payne seconded.

A roll call vote was taken. It was unanimous in the affirmative. Attorney Adam McKenzie and Deputy Clerks Amy Bishop and Mindy Williamson joined the session.

Board out of executive.

KRYSTAL HARMON - SICOG – SENIOR CENTER GRANT

Krystal Harmon and Callie Dance reviewed what was needed to move forward on the CDBG grant for the senior center.

The Fair Housing Resolution needs to be published and some agreements need to be signed. The first agreement is the Idaho Community Development Block Grant Program Sub-Recipient Agreement. This agreement makes clear that the County is the grantee and outlines the relationship and responsibilities between the County and the Senior Center. The next is the Idaho Community Development Block Grant Contract. This agreement is the contract between the County and the awarding agency, the Department of Commerce.

MOTION: Commissioner Payne moved to sign the Idaho Community Development Block Grant Program Sub-Recipient Agreement. Commissioner Jensen seconded. Motion Carries.

MOTION: MOTION: Commissioner Payne moved to sign the Idaho Community Development Block Grant Contract. Commissioner Jensen seconded. Motion Carries.

Lan Smith – LHTAC- Truck Routes and Permitting

Lan Smith introduced engineer Kevin Kuther. Kuther gave a presentation on new opt-in process for truck permits. The county would provide maps showing the allowed routes for the different types of truck weights, lengths, axels, etc, and the state would then administer all permits through an online system, which could display live updates. LHTAC is encouraging counties to participate and will provide technical assistance in getting things set up. A sample of an agreement can be seen on the LHTAC website. The commissioners asked that this item be placed on the September agenda.

Public Defender Contract

The commissioners will schedule interviews with the applicants August 28 at 3:00 pm.

EXECUTIVE SESSION

MOTION: Commissioner Jensen moved to go to return to executive session pursuant to Idaho Code #74-206 (1) (d) 'To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code'. Commissioner Payne seconded.

A roll call vote was taken. It was unanimous in the affirmative. Attorney Adam McKenzie and Deputy Clerk Amy Bishop joined the session.

Board out of executive.

MOTION: Commissioner Jensen moved to approve an amendment to indigent case 2014-04. Commissioner Payne seconded. Motion Carries.

MOTION: Commissioner Jensen moved to adjourn. Commissioner Payne seconded. Motion Carries.

