



August 18 & 19, 2025, Emmett, Idaho

Pursuant to a recess taken on August 12, 2025, the Board of Commissioners of Gem County, Idaho, met in regular session on this 18th day of August 2025, at 8:30 a.m.

Present:	Kirk Wille	Chairman
	Mark Rekow	Vice Chairman
	Bill Butticci	Commissioner
	Laure McCann	Deputy Clerk

Whereupon the following proceedings were had, to-wit:

Monday, August 18, 2025

REVIEW AND APPROVAL OF AGENDA: The Commissioners reviewed the agenda.

A motion was made by Commissioner Rekow that we approve the agenda for Monday, August 18th and Tuesday, August 19th, 2025, as presented. It was seconded by Commissioner Butticci and carried unanimously.

PROSECUTING ATTORNEY MATTERS: Deputy Prosecutor Tahja Jensen called for an Executive Session.

EXECUTIVE SESSION PER IDAHO CODE 74-206(1) (B) FOR PERSONNEL MATTERS:

Commissioner Rekow made a motion to go into Executive Session under Idaho Code 74-206(1) (b) for Personnel matters. It was seconded by Commissioner Butticci and carried unanimously. At 9:08 a.m. the roll call was taken as follows: Commissioner Rekow, aye, Commissioner Wille, aye, Commissioner Butticci, aye. Deputy Clerk Laure McCann was excused from the meeting. Regular session reconvened at 9:40 a.m. There was no action taken as a result of the Executive Session.

CONSENT AGENDA: A. Certificate of Residency for Blanca Aguilar, Marlene Orizaba, McKenna Hibdon and Noemy Orizaba for Junior College Tuition B. Gem County Resolution 2025-18 Authorizing Destruction of Certain Gem County Clerk Records C. Gem County Resolution 2025-19 Authorizing Destruction of Certain Gem County Treasurer Records.

A motion was made by Commissioner Butticci that we approve the Consent Agenda items A. through C. as presented. It was seconded by Commissioner Rekow and carried unanimously.

DISTRICT COURTROOM WALL REMODEL QUOTE: Clerk Leandra Rountree presented the quote for the Courtroom bench remodel that will allow the two Court Clerks to sit side by side.

A motion was made by Commissioner Rekow that we approve the Courtroom wall remodel as presented. It was seconded by Commissioner Butticci and carried unanimously.

REVIEW AND APPROVAL OF MINUTES: This item was postponed until later in the meeting.

PUBLIC WALK-IN: Barbara Huguenin came in to discuss the Gem County America250 celebration. She is happy that the topic for the library summer reading program will be America's 250th celebration. The State of Idaho has funding available for these celebrations and she, along with the Gem County Recreation Department, will be applying for the \$2,500 grant, which unfortunately cannot be used for labor and staffing. She discussed her plans for the event and asked how she should approach the Commissioners for funds and help with promotions. She would like to have a VIP section on bleachers during the parade in front of the Courthouse and City Hall. The Commissioners directed Barbara to work with Clerk Leandra Rountree to get the proposed items on the agenda and submit a request to Building Supervisor Chuck Shambaugh for the placement of bleachers. Michell Schneider came to discuss Premier Trucks at the Badger Concrete Pit. Premier Trucking has had countless violations issued to their drivers and have done nothing to improve. It has gotten worse in the last few months. Specifically, she said that the trucks are supposed to be limited to the hours of 7:00 a.m. to 7:00 p.m., but they have been operating outside of those hours as early as 3:30 in the morning and well after 7:00 p.m. She also said that trucks were supposed to be limited to 15 trips per hour and she has counted far more than that. She has tried to contact Development Services but was unable to reach the Code Enforcement Officer. With so many violations, she asked why their Special Use Permit (SUP) has not been pulled. She also said that even after drilling a new well, her parents still have sediment when the Badger pit is drilling and pumping. Commissioner Wille responded that they are currently transitioning the position of the Code Enforcement Officer to work under the Sheriff's department. He will also talk with Development Services and research the situation. Michelle also gave the Commissioners Ada and Elmore County's water study results. Commissioner Rekow also assured her that information is being compiled on the Gem County water situation through additional testing.

HUMAN RESOURCES UPDATE: Human Resource Director Jennifer Teller confirmed that the OSHA 30 class, which couldn't be added to the budget before closing, is still okay to attend. Jennifer is working to finalize the UKG contract. There is another company that services the same platform, but the Commissioners and Jennifer were very

impressed with the UKG staff. Jennifer has transitioned her office to the Annex building into a temporary space. While at the Annex she discovered that there was no air conditioning in the space that will eventually become her permanent office. The Commissioners are aware of the issue and plan to have air conditioning for the entire top floor. Jennifer is continuing work on the site inspection checklist and has started working with some department heads to get ready for inspection. Jennifer is also implementing the notes from legal concerning leadership training and is working to finalize it. Legal will review the proposed Personnel Policy before it is presented to the Commissioners. Then she will set up workshops with department heads and elected officials to finalize the policy. Commissioner Wille asked her to specifically give an overview of changes from previous policy to streamline the workshop. Commissioner Wille also asked Jennifer to work with the Sheriff's Department to ensure that the Code Enforcement position move forward as soon as possible. Commissioner Butticci discussed the Fairgrounds position that has not been filled and suggested a possible adjustment of salary to attract more applicants.

EXECUTIVE SESSION PER IDAHO CODE 74-206(1) (D) FOR INDIGENT MATTERS:

Commissioner Rekow made a motion to go into Executive Session under Idaho Code 74-206(1) (D) for Indigent matters. It was seconded by Commissioner Butticci and carried unanimously. At 11:30 a.m. the roll call was taken as follows: Commissioner Rekow, aye, Commissioner Wille, aye, Commissioner Butticci, aye. Regular session reconvened at 11:35 a.m.

A motion was made by Commissioner Rekow that we sign the Release of Lien for case number 19-047 and approve the request for cremation assistance on Case number 25-010 as presented. It was seconded by Commissioner Butticci and carried unanimously.

REVIEW AND APPROVAL OF MINUTES: The Commissioners reviewed the minutes presented for approval.

A motion was made by Commissioner Rekow that we approve the minutes for August 11th & 12th, 2025, as presented. It was seconded by Commissioner Butticci and carried unanimously.

The Commissioners recessed at 12:00 p.m. for lunch to reconvene at 1:30 p.m.

ANNEX BUILDING UPDATE: Commissioner Wille discussed with Building Supervisor Chuck Shambaugh and IT Director James Love changes that need to be made to the Commissioners Bench at the Annex. Commissioner Wille, James, Chuck and Development Services Director Jennifer Kharrl will meet to determine the best location for the Clerk and staff desks. The changes will also involve moving cameras and some

electrical. Commissioner Wille also wants to move forward with a signage plan for the exterior and interior of the building and asked Chuck to prepare a bid package for the bottom floor. Commissioner Wille confirmed that the air conditioning was included in the budgeted funds and that the unit would be ducted into every upstairs office. Chuck will move forward with the air conditioning. IT Specialist Tim Garringer discussed panic buttons required for Annex and internal and external cameras. Commissioner Wille also wants to meet with James and Chuck to discuss the plan for the Commissioners Chambers including the plans for the bench and audio-visual.

HOME HACKS EMERGENCY OPERATIONS CENTER LOW VOLTAGE AND AUDIO-VISUAL QUOTE: James presented the quotes for the EOC low voltage and Audio-Visual installation.

A motion was made by Commissioner Butticci to approve the Home Hacks quote for Audio-Visual for \$8,865.21 for the EOC. Seconded by Commissioner Rekow and carried unanimously.

M2 AUTOMATION READER IN/READER OUT CHANGE ORDER QUOTE: IT Specialist Tim Garringer presented the quote for the additional costs of the dual badged interior door at the Annex and additional support charges for the mechanism.

A motion was made by Commissioner Butticci to approve the M2 Automation Quote for expansion for \$3,885.00 and to include the Advanced Support of \$213.67 annually. It was seconded by Commissioner Rekow and carried unanimously.

ADMINISTRATIVE TIME: The Commissioners handled administrative matters.

FISCAL YEAR 2026 BUDGET HEARING: While being recorded the Commissioners held a public hearing regarding the proposed fiscal year 2026 budget. Commissioner Wille opened the hearing by reading the public hearing notice. Several Department Heads attended the hearing, there were no members of the public in attendance. Clerk Leandra Rountree presented a PowerPoint on the proposed budget outlining employee compensation, benefits, operating costs, and capital projects. The proposed revenues, property taxes and cash forward were also reviewed. The budget includes a salary increase for county employees. A resolution will be presented next week for approval of the budget. Commissioner Rekow stated that we have met the needs of the county while remaining as conservative as possible. The Commissioners commended department heads for being conservative in their requests and appreciate the work that the Clerk's office has done.

A motion was made by Commissioner Rekow to close the public hearing. It was seconded by Commissioner Butticci and carried unanimously.

A motion was made by Commissioner Butticci to approve the fiscal year 2026 budget as presented. It was seconded by Commissioner Rekow and carried unanimously.

Tuesday, August 19, 2025

The Commissioners attended the Local Emergency Planning Committee (LEPC) meeting at the EMS building.

ADMINISTRATIVE TIME: The Commissioners handled administrative matters.

The Board recessed from 5 p.m. to 8:30 a.m. on August 25, 2025.

Approved: _____
Chairman

Attest: _____
Clerk