



March 21 & 22, 2022, Emmett, Idaho

Pursuant to a recess taken on March 15, 2022, the Board of Commissioners of Gem County, Idaho, met in regular session this 21<sup>st</sup> day of March 2022, at 8:30 a.m.

Present:	Mark Rekow	Chairman
	Bryan Elliott	Commissioner
	Bill Butticci	Commissioner
	Sarah Story	Deputy Clerk

Whereupon the following proceedings were had, to-wit:

**March 21, 2022**

**REVIEW AND APPROVAL OF AGENDA:** The Commissioners reviewed the agenda. A motion was made by Commissioner Butticci to approve the agenda as presented with the addition of the quotes for the grandstand canopy at 10:00 a.m. due to time sensitivity and the need for a decision. It was seconded by Commissioner Elliott and carried unanimously.

**ROAD SCHOLAR/ROAD MASTER PRESENTATIONS:** Road and Bridge Supervisor Neal Capps talked about the benefits of these programs. Dan Coonce with LHTAC talked about the type of trainings that are provided, who is eligible for the trainings, technical assistance that is provided and when trainings are held. He advised that training is provided in person and via webinars. He stated that they have approximately an 80% passing rate and that it takes approximately 4 years each to complete each of the programs which are the Road Scholar and Road Master programs. He presented awards to Joey Parks from the Road and Bridge Department for completing one of the programs and Kurt Spanton & Kaleb Morgan from the Road and Bridge Department for completing both programs.

**CONSENT AGENDA:** A. Pheasant View Minor Subdivision plat, B. Kazarian Minor Subdivision plat, C. Kazarian Minor Subdivision Road Mitigation Agreement, D. Kazarian Minor Subdivision Development Agreement for Road Mitigation and E. Request for tax and/or fee cancellation agreement for Assessor's parcel MHP08200000007A.

A motion was made by Commissioner Elliott to approve items

A-E as presented. It was seconded by Commissioner Butticci and carried unanimously.

**REQUEST FOR CARRYOVER OF VACATION TIME FOR LANDFILL EMPLOYEE:**

Landfill Supervisor Martin Joyce is asking for approval for a landfill employee to carry their remaining vacation balance, which is approximately 160 hours, until the end of April due to employee shortage.

A motion was made by Commissioner Butticci to approve the carry-over of vacation time for the landfill employee until the end of April. It was seconded by Commissioner Elliott and carried unanimously.

**BOISE HAWKS TICKETS:** The Commissioner talked about purchasing Boise Hawks tickets for employees. Clerk Tilton advised that it cost \$1485.00 last year for the number of employees who were interested.

A motion was made by Commissioner Butticci to move forward with the Boise Hawks tickets for employee appreciation. It was seconded by Commissioner Elliott and carried unanimously.

**GRANDSTAND CANOPY:** Commissioner Butticci reviewed 4 quotes that were received for the grandstands at the fairgrounds. He advised that concrete is not included. The bids were from Boise Steel Erectors for \$37,500.00, Gravity Contractors for \$53909.00, K2 for \$101,378.00 with a Butler canopy and West Valley Construction LLC for \$72,036.00. He recommends going with Boise Steel Erectors with an undetermined delivery date from the canopy vendor.

A motion was made by Commissioner Butticci to have the legal department craft a letter of award to Boise Steel Erectors for the grandstands canopy at the fairgrounds in the amount of \$37,500.00 and to be added to the agenda for next week. It was seconded by Commissioner Elliott and carried unanimously.

**MINUTES:** The minutes for March 14 & 15, 2022 were reviewed. A motion was made by Commissioner Elliott to approve the minutes for March 14 & 15, 2022 as amended. It was seconded by Commissioner Rekow and carried unanimously.

**PUBLIC WALK-IN:** At 9:45 a.m. Bennie Bray talked to the Commissioners about an event at the cycle park.

During scheduled walk-in time, Laura Nickel questioned the Commissioners about public hearings still being held via zoom. Commissioner Rekow advised that the public has the option to attend in person as long as it is not over capacity.

Commissioner Butticci was absent from the meeting.

**EXECUTIVE SESSION- ACQUISITION OF REAL PROPERTY:** At 11:00 a.m. a motion was made by Commissioner Rekow, seconded by Commissioner Elliott and carried unanimously to go into executive session under Idaho Code 74-206(1)(c) for matters of real estate with a roll call vote as follows: Commissioner Elliott, aye and Commissioner Rekow, aye.

Regular session reconvened at 11:08 a.m.

**REAL ESTATE PURCHASE/SALE AGREEMENT:** A motion was made by Commissioner Elliott to approve the sale agreement for real estate purchase. It was seconded by Commissioner Rekow and carried unanimously.

**PROSECUTING ATTORNEY MATTERS:** Deputy Prosecuting Attorney Tahja Jensen spoke on various county legal matters. Items that she talked about were Ordinance amendments, an upcoming trial, ICRMP HR training and a salary market analysis.

**NOXIOUS WEED DEPARTMENT FACILITY REMODEL-ARPA REQUEST:** Noxious Weed Supervisor Larry Shippy is asking for ARPA funding for additional office space and a bathroom for a total of an additional 240 square feet. Currently they are not able to maintain 6ft distancing in the office and the current bathroom is directly next to a workspace, not allowing distancing. The estimated cost is \$83,500.00, which includes \$4000.00 for a parking pad which ARPA would not be used for since that is for ADA requirements. There was discussion on available ARPA funds.

A motion was made by Commissioner Elliott to approve the addition to the Weed Department, to not exceed \$85,000.00 and to ensure ADA requirements are met which is to be paid by ARPA funding from the 1<sup>st</sup> allotment. It was seconded by Commissioner Rekow and carried unanimously.

Commissioner Butticci returned to the meetings.

**NOXIOUS WEED SALARY REQUEST:** Noxious Weed Supervisor Larry Shippy is asking for a wage increase to \$17.00 for a seasonal employee and also a salary increase for a full-time employee in the amount of \$150.00 per month. He advised that the funds are available since he is not hiring a second seasonal employee. Clerk Tilton spoke on the current county pay system. There was discussion on skills, pay for temporary/seasonal employees for different departments and benefits. Larry spoke on the liability for sprayers and starting wages from some surrounding counties. There was discussion that the current job market is difficult to

hire and keep employees. Clerk Tilton would like all salaries across the county to be reviewed instead of picking and choosing which positions to increase as many departments have highly skilled dedicated employees, jobs that carry liability and the same issues with hiring and retaining employees. Larry stated that he believes that his seasonal employee was not given appropriate yearly increases. The Commissioners will meet with the Clerk's office and legal tomorrow for further discussion and possible decision.

**The Commissioners recessed at 12:25 p.m. for lunch to reconvene at 1:30 p.m.**

**BROADBAND WORKSHOP:** Tina Wilson with Western Alliance met with the Commissioners and Information Technology Support Specialist Corbin Vickery to discuss the broadband project. She reviewed a draft of the Community Broadband Plan and asked for feedback on wording throughout the document.

**FISCAL YEAR 2021 AUDIT REVIEW:** Jordan Zwygart from Zwygart John and Associates reviewed the Fiscal Year 2021 audit. He advised that there were no findings or concerns. He stated that overall it was a good audit report.

A motion was made by Commissioner Elliott to accept the audit report for the year ended September 30, 2021 as presented by Zwygart John and Associates. It was seconded by Commissioner Butticci and carried unanimously.

**RETAIL ALCOHOLIC BEVERAGE LICENSE FOR BLACK CANYON BREWING LLC:** While being recorded, Commissioner Rekow reviewed the retail alcohol beverage license request for license #35 for Black Canyon Brewing LLC.

A motion was made by Commissioner Butticci to approve the retail alcohol beverage license for Black Canyon Brewing LLC at 110 N. Washington Ave. It was seconded by Commissioner Elliott and carried unanimously.

**IDAHO STATE TAX COMMISSION 2021 RATIO STUDY REVIEW:** Assessor Strang reviewed the Idaho State Tax Commission 2021 ratio study. She advised that they are out of compliance. She is working on trending values. She talked about land and percentages and advised that they are now back in compliance for this year. She stated that she is looking at each neighborhood separately to keep values fair.

**SWEET OPEN FORUM:** The Commissioner attended the open forum at the Syringa Hall in Sweet. Items that were talked about were the

Comprehensive Plan, workforce, the canopy at the fairgrounds, legislative redistricting and Trump Lane.

**The Board recessed at 8:45 p.m. to 8:30 a.m. on March 8, 2022.**

**March 22, 2022**

**NOXIOUS WEED SALARY REQUEST:** The Commissioners met with the Clerk's office and legal for further discussion from the meeting yesterday. Commissioner Rekow talked about wages across the board; he understands that it needs to be fair to all. Commissioner Butticci spoke of using a point system and structure to determine where Gem County should be. Commissioner Elliott spoke of Latah County and the comparison to Gem County. Commissioner Butticci spoke of having a possible study being done or for the county to do it themselves. Commissioner Rekow spoke of a study being done in the past, which was terminated. He spoke of other entities that do the studies annually, but it is expensive. Chief Deputy Clerk Leandra Rountree advised that others do a study every 5 years rather than annually. Commissioner Rekow believes the entire county needs to be done at the same time instead of doing it department by department in order to be fair. Clerk Tilton recommends getting estimates for this service. Commissioner Elliott believes the entire county needs to be done at the same time and the challenges of doing it in 5-year intervals due to job markets. He talked about the need to get good people and maintain good people for the services that are needed for the county. There was discussion as to what services are required by statute. Commissioner Rekow talked about a wage study that Valley County completed and suggested finding other counties that are similar to Gem County that have also done a wage study and piggy back off of their findings. Clerk Tilton talked about the challenges with Gem County being compared to counties that are not similar and spoke of the location of Gem County and the difficulty of keeping employees due to the closeness to the larger counties that offer more with those counties also having a significantly larger tax and revenue base than Gem County has. There was discussion of putting a committee together. Deputy Prosecuting Attorney Tahja Jensen talked about the committee in Latah County and the benefits that received from it to be able to go forward. There was discussion on the need to maintain a structured pay grade system within Gem County. Clerk Tilton advised that some departments give the maximum amount of merit when given the opportunity rather than decisions being performance based. Commissioner Butticci advised that they are not looking at the

county as a whole, but is making decision on a case by case basis to put out fires to keep the doors open. He talked about the possible need to do evaluations. He talked about the limitation in money and the possible need to reduce services. Clerk Tilton talked about, with the decisions being made on a case by case basis, how some departments are receiving increases without more services and requirements being required and others not receiving the same consideration when their responsibilities and liabilities have increased. Commissioner Rekow believes a survey needs to be done to get a fair picture. Leandra spoke of 4 agencies that she has found that provide this service. Tahja talked about the possible need for a Request for Proposal (RFP) for hiring a company for a study. Commissioner Butticci spoke of the stability of the current job market, a possible crash and how that would affect wages. Clerk Tilton talked about how the county handled the last crash and that they had to eliminate some positions, limited purchases & services which included purchasing and salary freezes. Leandra and Clerk Tilton reviewed the pay scale for a seasonal Weed Department pay scale based on a returning employee or a new hire from the current county pay scale and comparisons she had provided in writing as well as the cost for the remainder of the year if the Commissioners wanted to consider increasing all positions in the county in order to raise the starting salary from what the Commissioners had decided upon during budget discussions. Tahja will work on an RFP for a pay scale study. Based upon the data provided and discussion, the Commissioners and Clerk Tilton recommend to increase the seasonal Weed Department employee to \$15.52 and the full-time permanent employee to \$15.52 effective for the current month.

A motion was made by Commissioner Butticci to increase the pay of the Weed Department staff for the seasonal employee to \$15.52 and to the 1 full-time employee to \$15.52 effective immediately as recommended by HR. It was seconded by Commissioner Elliott and carried unanimously.

**ADMINISTRATION TIME:** The Commissioners worked on various administration items.

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

**ADMINISTRATIVE TIME:** The Commissioners worked on various administrative items.

**OLA OPEN FORUM:** The Commissioners attended the open forum at the Ola Community Center.

**The Board recessed at 7:45 p.m. to 8:30 a.m. on March 28, 2022.**

Approved: \_\_\_\_\_  
Chairman

Attest: \_\_\_\_\_  
Clerk