



April 12, 2021, Emmett, Idaho

Pursuant to a recess taken on April 5, 2021, the Board of Commissioners of Gem County, Idaho, met in regular session this 12th day of April 2021, at 8:30 a.m.

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

Whereupon the following proceedings were had, to-wit:

April 12, 2021

REVIEW AND APPROVAL OF AGENDA: The Commissioners reviewed the agenda. A motion was made by Commissioner Elliott to approve the agenda as presented. It was seconded by Commissioner Butticci and carried unanimously.

PROPERTY TAX EXEMPTIONS: Assessor Hollie Ann Strang spoke of the annual exemptions to be approved. She spoke of the agricultural parcels under 5 acres and of other various exempt properties throughout the county. She advised that Calvary Chapel applied for a new application for an exemption due to changes in their school.

A motion was made by Commissioner Butticci to approve the agriculture properties under 5 acres, to approve the religious LLC Corps as listed on the agenda and to approve the tax exemption for the Calvary Chapel parcel RPE1090C020190 as presented. It was seconded by Commissioner Elliott and carried unanimously.

LETTER OF INTENT WITH EVERGREEN THE SHOPPES AT EMMETT LLC TO LEASE PROPERTY LOCATED AT 288 HIGHWAY 16 SUITE 107 EMMETT, IDAHO: Assessor Hollie Ann Strang spoke of the property that they are looking at to lease for the Motor Vehicle Department. She advised that she has a letter of intent for the property and explained the billing structure for the building. Deputy Prosecuting Attorney Tahja Jensen talked about the proposed pricing for the rental. Items that she spoke of were building maintenance, renovations and parking. Clerk Shelly Tilton spoke of possibly having an inspection of the building completed.

Hollie Ann advised that this is a yearly lease with a 3% increase each year.

A motion was made by Commissioner Butticci to move forward with the letter of intent with Evergreen The Shoppes at Emmett LLC to lease property located at 288 Highway 16, suite 107 Emmett, Idaho as presented. It was seconded by Commissioner Elliott and carried unanimously.

COOPERATIVE AGREEMENT FOR UNIVERSITY OF IDAHO EXTENSION PROGRAM:

Extension Educator Rebecca Mills reviewed a cooperative agreement for University of Idaho Extension Program for 2021. Items that she talked about were a budget agreement, staffing, salary and benefits. Clerk Shelly Tilton spoke of the current budget and will review it with Rebecca to ensure the correct numbers. Rebecca also spoke of a possible need to have an Memorandum of Understanding with Boise County with Gem County for fair funding specifying what they contribute towards. Commissioner Butticci spoke of funds that Boise County pays Gem County and how it is distributed. Clerk Tilton clarified that the salary listed in the agreement does not include all items, such as benefits.

A motion was made by Commissioner Butticci to approve the Cooperative Agreement for University of Idaho Extension program with the condition that the operating budget shall reflect the current operating budget of Gem County for fiscal year 2021 for the Extension Office. It was seconded by Commissioner Elliott and carried unanimously.

COVID DISCUSSION: Emergency Operations Manager Laurie Boston provided updates on the current weekly COVID numbers, that there were 2 deaths, the number of vaccines given, vaccines for inmates, vaccines for 16-17 year old and the current Disaster Declaration. There was discussion on extending the Disaster Declaration until the end of the fiscal year. Commissioner Elliott expressed concerns on the extension due to legal concerns. This topic will be researched and added to the agenda for April 26, 2021 for review and possible approval if all criteria is met. Valor Health Marketing Manager Staci Carr provided updates on the 30-day trend, 7-day trend, the number of patients seen in Urgent Care and Emergency Room, the number of vaccines provided and an upcoming vaccine clinic. Travis Whittemore, Vaccine Coordinator, provided updates on how many vaccines have been administered and that there were no known side effects. The Commissioners agreed to continue this meeting on a weekly basis.

CONSENT AGENDA: The consent agenda included: A. Designation of

Gem County polling precincts for May 2021 elections, B. Payroll claims approval for 4/7/21, C. Professional Services Agreement with Three Fingers Mediation and Consulting regarding road naming of Trump Lane, D. Standley rezone Findings, Conclusions, Conditions, Order, E. Gem County Ordinance 2021-04 Standley rezone and F. Idaho Regional Optic Network (IRON) service order for regional backup dispatch services.

A motion was made by Commissioner Butticci to approve items A-F as presented. It was seconded by Commissioner Elliott and carried unanimously.

EMERGENCY MANAGER CHAIN OF COMMAND: Sheriff Donnie Wunder spoke of the Disaster Coordinator position and stated that since the Emergency Operations Manager currently receives direction from the Commissioners and reports directly to the Sheriff, he suggested that the position should be managed by the Commissioners.

A motion was made by Commissioner Butticci that the reporting of the Emergency Operations Manager be placed under the Board of County Commissioners starting immediately. It was seconded by Commissioner Elliott and carried unanimously.

MINUTES: The minutes from April 5, 2021 were reviewed. A motion was made by Commissioner Elliott to approve the minutes for April 5, 2021 as presented. It was seconded by Commissioner Butticci and carried unanimously.

The Commissioners noted that the April 5, 2021 motion allowing salary compensation to be retro-active to March 20, 2021 was an action not fiscally possible as March payroll has already been paid. Per the clerk's office, the retro-active pay will begin on April 1, 2021.

PROSECUTING ATTORNEY MATTERS: Deputy Prosecuting Attorney Tahja Jensen spoke about various Gem County legal matters. Items that were discussed included the Impact Fee Ordinance, the Joint Planning Commission and the Comprehensive Plan Request for Proposal (RFP).

DEPARTMENT HEADS: Various department heads met with the Commissioners to provide department updates. Extension Educator Rebecca Mills spoke of various programs that they are working on, 4-H enrollment and needs for virtual meetings. Deputy Clerk Leandra Rountree spoke on Workman's Comp claims, a new form that she will email to the department heads, a job description template and new pre-employment requirements. There was discussion of concerns with potential fraudulent unemployment claims and how Gem County pays unemployment claims. Juvenile

Probation Director Janelle Schneider spoke of new petitions that are used to charge a juvenile and current staffing. Road and Bridge Supervisor Neal Capps provided updates on various projects they are working on throughout the county. Sheriff Donnie Wunder inquired about the Motor Vehicle office moving, expressed concerns on who would be moving into that space and spoke of an employee retiring. Coroner John Buck advised that he is possibly selling his part of the funeral home but will continue to be the County Coroner and also talked about the cooling trailer. Development Services Director Jennifer Kharrrl provided updates on the number of building permits, the number of plans that have been reviewed and upcoming Zoning Commission meetings.

YOUTH APPRECIATION DAY PROCLAMATION SIGNING: The Commissioners attended and signed the Youth Appreciation Day Proclamation at City Hall.

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

IDAHO DEPARTMENT OF JUVENILE CORRECTIONS UPDATE: Joe Langan, the District 3 Liaison with the Department of Juvenile Corrections presented on the 2020 Gem County annual juvenile justice report. Items that he talked about were juvenile arrests, probation and diversion numbers, intake, a 1-day snapshot comparison and state funds. He also spoke of the acceptable uses for the state funding.

FLOODPLAIN AMENDMENT PUBLIC HEARING: While being recorded, a public hearing was held for a floodplain amendment request. Due to social distancing, this meeting was held virtually via GoToMeeting. Those present were Development Services Director Jennifer Kharrrl, Associate Planner Michelle Baron, Deputy Prosecuting Attorney Tahja Jensen, Andy Waldera from Sawtooth Law, applicants Shellee McReynolds & Stefani Dwyer and a Gem County resident Cheryl Swofford. Those wanting to present were sworn in.

Jennifer reviewed the definitions of a 1-year flood and base flood per the county engineer. The Commissioners were satisfied with the clarification.

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

Commissioner Elliott stated that his concerns have been addressed. The Commissioners were all in agreeance to move forward with the Ordinance.

A motion was made by Commissioner Elliott that on chapter 5 in the Flood Damage Prevention Ordinance title 13 to amend chapter 5.R and 13.5.5 as presented. It was seconded by Commissioner Butticci and carried unanimously.

ROAD DEPARTMENT- PROJECT PRIORITIES: Road & Bridge Supervisor Neal Capps spoke about project priorities. He advised that the project list will be slimmed down next year due to cost. Items that he talked about were asphalt and drain pipes.

ROAD DEPARTMENT- MATERIAL COST INCREASES: Road & Bridge Supervisor Neal Capps spoke of cost increase for materials, budget concerns and that they are over budget for culverts.

2021 CULVERT CROSSING ASPHALT PATCHING BIDS: Road & Bridge Supervisor Neal Capps reviewed the bids that were received from Boswell Asphalt Paving Solutions Inc., Thueson Construction and Inline Asphalt. He recommends awarding the bid to Inline Asphalt.

A motion was made by Commissioner Butticci to award the 2021 culvert crossing asphalt patch bid to Inline Asphalt in the amount of \$17,550.00. It was seconded by Commissioner Elliott and carried unanimously.

NOTICE OF AWARD TO THUESON CONSTRUCTION FOR HOT MIX ASPHALT MATERIAL: Road & Bridge Supervisor Neal Capps requested that a notice of award be given to Thueson Construction for hot mix asphalt material. It met all of the requirements.

A motion was made by Commissioner Elliott to approve a notice of award to Thueson Construction in the amount of \$46.00 (per ton) for 3000 tons for approximately \$138,000.00. It was seconded by Commissioner Rekow and carried unanimously.

EMPLOYEE ACCRUED TIME CARRYOVER: Road & Bridge Supervisor Neal Capps requested the Commissioners to approve a carryover in vacation time in the amount of .75 hours for an employee that is over the county allotted amount.

A motion was made by Commissioner Butticci to allow (employee name redacted) from the Road and Bridge Department to carry over .75 hours of vacation time. It was seconded by Commissioner Elliott and carried unanimously.

COUNTY EMPLOYEE SALARY INCREASE: Clerk Shelly Tilton talked about the budget being previously budgeted for a 3% salary increase, with 2% being given to employees at the beginning of the fiscal year and 1% being held back. She provided options on how to give the additional 1% for employees. Incoming county

revenues were discussed as concerns about revenues had been a reason for the holdback. Clerk Tilton said revenues have come in as expected with some revenues exceeding what had been planned for.

A motion was made by Commissioner Elliott that for the county employee salary increase that was held back to pay that part of the year for October through April in a lump sum payment and to add the following months of this fiscal year a 1% increase. It was seconded by Commissioner Butticci and carried unanimously.

GEM COUNTY FAIRGROUNDS GRANDSTANDS CONCRETE BIDS: Commissioner Butticci reviewed the 3 bids that were received for the Gem County Fairgrounds grandstands concrete. He advised that only 2 bids were received for concrete, road mix and compaction. He reviewed the bids from Innovative Concrete Construction and Smally Construction. Precision Concrete did not provide the bid requirements. There was discussion on timelines.

A motion was made by Commissioner Butticci to rank bid #1 as Innovative Concrete in Emmett Idaho for \$41,000.00 and #2 bid will be Smalley Construction in the amount of \$44,608.00. Being that bidder 1 cannot meet the time completion of May 14, 2021 then they will move to bid #2. It was seconded by Commissioner Elliott and carried unanimously.

GEM COUNTY INFORMATION TECHNOLOGY (IT) POSITION: Commissioner Butticci spoke of the candidate that they want to offer the Information Technology (IT) position. Corbin Vickery will be hired as the Gem County Support Specialist with a start date of April 26, 2021 with a salary of \$55,000.00.

A motion was made by Commissioner Butticci to send the offer letter to Corbin Vickery for the Information Support Specialist with a salary of \$55,000.00 annually with benefits and that he has to meet the criteria listed in the offer letter. It was seconded by Commissioner Elliott and carried unanimously.

EXPENSE CLAIMS APPROVAL: The claims presented were reviewed. Commissioner Rekow made a motion to sign the claims as presented and as initialed on the individual claim forms as well as the Indigent claims. It was seconded by Commissioner Elliott and carried unanimously.

The Board recessed at 3:45 p.m. to 8:30 a.m. on April 19, 2021.

Approved: _____
Chairman

Attest: _____
Clerk