



May 23 & 24, 2022, Emmett, Idaho

Pursuant to a recess taken on May 17, 2022, the Board of Commissioners of Gem County, Idaho, met in regular session this 23<sup>rd</sup> day of May 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:

**May 23, 2022**

Commissioner Butticci was absent from the meeting.

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

A motion was made by Commissioner Rekow to recess as the Board of County Commissioners and convene as the Board of Canvassers. It was seconded by Commissioner Elliott and carried unanimously.

**CANVAS OF PRIMARY ELECTION:** Clerk Tilton reviewed the Primary election. She stated the election had a steady flow of voters and went well. She discussed a few electronic issues where cables needed to be plugged in more securely as well as a ballot jam at a precinct. While walking the precinct through clearing the jam using the early vote tabulator a jam was also created with that machine. To ensure tabulation was correct the machine was cleared and ballots run back through and then balancing was verified. How write-in votes are verified was discussed. Clerk Tilton advised that there is not a separate precinct for absentee since the ballots are separated by each individual precinct. Other items that she talked about were balancing, uploading results, a watcher that participated and a request for records that's been received. She stated there were 14 Personal ID Affidavits signed rather than showing ID at the polls. She advised that everything balanced and went well overall.

A motion was made by Commissioner Elliott to certify that

the votes are correct by the Board of Canvassers. It was seconded by Commissioner Rekow and carried unanimously.

A motion was made by Commissioner Rekow to adjourn as a Board of Canvassers and reconvene as a Board of County Commissioners. It was seconded by Commissioner Elliott and carried unanimously.

**SALARY SURVEY COUNTY COMPARISON:** Clerk Tilton advised that job descriptions and reports have been prepared and are ready to provide to Calyx-Weaver. She advised that data will be compared with other counties and that they give 2 viewpoints, one that includes Ada and Canyon Counties and one without those counties. Clerk Tilton advised that she and Leandra recommended counties to use in comparison based upon similar county size and/or demographic, county population, number of employees, amount of General Fund, amount of payroll, etc. Deputy Prosecuting Attorney Tahja Jensen spoke about contracting with Calyx-Weaver. She will prepare a contract that can be provided to Calyx-Weaver. Clerk Tilton advised that benefits are included in the study. There was discussion on funding for this project and having a cap for payment to not exceed \$10,000 without prior approval from the Board.

A motion was made by Commissioner Rekow to authorize up to \$10,000 for the salary survey unless otherwise approved. It was seconded by Commissioner Elliott and carried unanimously.

Clerk Tilton advised that Calyx-Weaver will provide a salary structure to follow going forward. Commissioner Rekow spoke on concerns with sustainability.

**CONSENT AGENDA:** A. Gatfield Acres Minor Subdivision plat, B. Viking Minor Subdivision plat, C. Viking Minor Subdivision temporary license agreement, D. Baker Trust Rezone Findings, Conclusions, Conditions, Order, E. Gem County Ordinance 2022-003 Baker Trust Rezone, F. Baker Trust Rezone Development Agreement, G. Re-appoint Bryan Elliott as Gem County Representative to the Southwest District Board of Health, H. Re-appoint Georgia Hanigan as Payette County Representative to the Southwest District Board of Health, I. Proxy authorization for Commissioner Bryan Elliott to vote at the Southwest District Board of Health budget meeting, J. Statewide copier and printer contract with RICOH USA c/o Valley Office Systems for lease of a copier for the Assessor's office and K. Memorandum of Agreement between Gem County and the Idaho Department of Juvenile Corrections to support the Community Based Alternative Services program and the Substance Use Disorder program.

A motion was made by Commissioner Elliott to approve items A-K as presented. It was seconded by Commissioner Rekow and

carried unanimously.

**MINUTES**: The minutes for May 16 & 17, 2022 were reviewed. A motion was made by Commissioner Elliott to approve the minutes for May 16 & 17, 2022 as amended. It was seconded by Commissioner Rekow and carried unanimously.

**PUBLIC WALK-IN**: There were no members of the public present.

**INDIGENT APPLICATIONS**: At 11:03 a.m. a motion was made by Commissioner Rekow to go into executive session under Idaho Code 74-206(1)(d) for indigent matters with a roll call vote as follows: Commissioner Elliott, aye and Commissioner Rekow, aye .

18-051 Medical Application

Release of Liens for cases: 99-041, 00-073, 02-004, 02-010, 02-050, 03-013, 04-007, 06-023, 06-023 (2<sup>nd</sup> lien), 09-035, 09-035 (2<sup>nd</sup> lien) and 09-075.

Regular session reconvened at 11:06 a.m.

A motion was made by Commissioner Rekow to approve case# 18-051 and for cases 99-041, 00-073, 02-004, 02-010, 02-050, 03-013, 04-007, 06-023, 06-023 (2<sup>nd</sup> lien), 09-035, 09-035 (2<sup>nd</sup> lien) and 09-075 to sign Release of Liens. It was seconded by Commissioner Elliott and carried unanimously.

**PROSECUTING ATTORNEY MATTER**: Deputy Prosecuting Attorney Tahja Jensen spoke on various county legal matters. There was discussion on a property that the county is interested in purchasing and the RV Park.

**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. It was seconded by Commissioner Elliott and carried unanimously.

**PURCHASE OF REPLACEMENT SERVERS- ARPA FUNDING REQUEST**:

Information Technology (IT) Support Specialist, Corbin Vickery, is asking for approval for purchase of replacement servers and software for approximately \$87,700 from Dell. He talked about additional costs for hiring a contractor to assist during installation. Use of ARPA funding was discussed. Clerk Tilton talked about how much ARPA funding is available.

A motion was made by Commissioner Rekow to authorize the IT Department to spend up to \$100,000 of ARPA funding for server hardware, backup software and licensing. It was seconded by

Commissioner Elliott and carried unanimously.

**REQUEST TO INCREASE LIMIT ON COUNTY CREDIT CARD FOR I.T.**

**DEPARTMENT:** Information Technology (IT) Support Specialist, Corbin Vickery, requested the credit limit on the IT credit card to be increased to \$10,000 and to switch to email statements. He advised that a recent purchase was very close to the current limit which meant he was unable to use it for the Zoom subscription which had lapsed. The current limit is \$5000. To eliminate this situation in the future, he is asking for the increase. He advised that Commissioner Butticci would have to be the one to set up to paperless statements. Clerk Tilton suggests having both paper statements and email statements so that nothing is missed if he were to be unavailable to check his email, it was decided that paper statements would remain with email statements additional if available.

A motion was made by Commissioner Elliott to authorize the increase limit of the IT credit card from \$5000 to \$10,000. It was seconded by Commissioner Rekow and carried unanimously.

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

**SOUTHWEST DISTRICT HEALTH AND WESTERN IDAHO CRISIS CENTER BUDGET**

**PRESENTATIONS:** Sam (Samantha) Kenney from Southwest District Health spoke on the Western Idaho Crisis Center. Topics that she talked about were admissions, annual summary of county representation, why people use the crisis center and the estimate of diversion savings. She advised that the suicide hotline will now be handled locally and will be diverted to the Crisis Center in the near future. She also talked about reformation of Behavioral Health into a Hub and the impacts on crisis response, the award of the Behavioral Health Managed Care Contract for the state and continued impacts of housing with the closure of the men's shelter.

Nikki Zogg from Southwest District Health reviewed the Southwest District Health Fiscal Year 2023 budget. Items that she talked about were revenue highlights which included state appropriations, county contributions, fees and sub grants. She also reviewed expense highlights which included salaries, employee benefits, operating expenses, capital expenses and trustee and benefit expenses. She reviewed the line items of the budget. Other items that she talked about were contributions to the district which is based on population & market values, budget funding sources, summary of their fund balances, county funding history and COVID funding which is expected to go away.

Claudia Coatney from Southwest District Health provided

updates with the Gem County Coalition. Items that she talked about were restructuring the Coalition, local presence, branding, bringing outside partners into Gem County for additional resources and their new mission statement. She advised that one of the biggest hurdles she faces is territorialism.

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

**The Board recessed at 5:00 p.m. to 8:30 a.m. on May 24, 2022.**

**May 24, 2022**

Commissioner Butticci joined the meeting.

Commissioner Elliott was absent from the meeting due to attendance at a Southwest District Health meeting.

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

**The Commissioners recessed at 12:00 p.m. for lunch to reconvene at 2:30 p.m.**

Commissioner Elliott joined the meeting.

Commissioner Butticci was absent from the meeting due to attendance at a Comprehensive Plan meeting.

**FISCAL YEAR 2023 BUDGET DISCUSSION:** Clerk Tilton and Chief Deputy Clerk Leandra Rountree met with the Commissioners to discuss the Fiscal Year 2023 budget. Items that they discussed were Tort, the Health District, Indigent, Public Defense, the Extension office, the Noxious Weed Department, the Assessor's office and the general fund.

Commissioner Butticci re-joined the meeting.

**The Board recessed at 5:00 p.m. to 8:30 a.m. on June 6, 2022.**

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

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

Commissioner Minutes 5-23 & 24-22

Clerk