



August 8 & 9, 2022, Emmett, Idaho

Pursuant to a recess taken on August 2, 2022, the Board of Commissioners of Gem County, Idaho, met in regular session this 8th day of July 2022, at 8:30 a.m.

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

Whereupon the following proceedings were had, to-wit:

August 8, 2022

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

GEM COUNTY RECREATION DISTRICT BOARD ISLAND IMPROVEMENT: Chris Allen, Joe Decker, Mia Saffran and Abra Dodson from the Gem County Recreation Board met with the Commissioners. There was discussion on various items that they would like to do at the Island that include adding a Pickle Ball court and maintenance. Deputy Prosecuting Attorney Tahja Jensen advised that no renovations to the island can be done at the Island due to the floodway. Commissioner Butticci talked about the Flood Plain Ordinance and the cost for an engineering study. Commissioner Rekow talked about the restrictions for renovations on the Island. Commissioner Butticci is willing to research this request to see what changes could be possible. Joe advised that they may be able to cover the engineering fees. Commissioner Rekow talked about previous flooding incidents. Tahja advised that no fill can be brought into the floodway. There was discussion on horses at the Island. Chris asked about a needs assessment for the Comprehensive Plan. Commissioner Butticci advised that there is nothing scheduled for a needs assessment at this time. Chris would like to be involved in that. Commissioner Butticci suggests that they contact Development Services. Joe advised that their lease has changed to a month to month lease and that they are looking at other options for them. Commissioner Butticci talked about bicycle trails, the need for maintenance and the Economic Development Foundation. There was

discussion on tree maintenance by the river.

CONSENT AGENDA: A. Certificate of residency for Junior College for Cecilia Barr, B. Canyon County Drainage District tax roll levy, C. Stevens Ranchettes preliminary plat Findings, Conclusions, Conditions, Order, D. Meyer Subdivision preliminary plat Findings, Conclusions, Conditions, Order, E. Gem County Ordinance 2022-07 Title 11 and Title 12 Ordinance Amendments, F. Gem County GIS and Use Agreement with Payette River Irrigation- as a public entity requesting fee waiver, G. Gem County remote records access and use agreement for Assessor's data and H. Gem County remote records access and use agreement for Assessor's data.

A motion was made by Commissioner Butticci to approve the consent agenda items A-H as presented. It was seconded by Commissioner Rekow and carried unanimously.

IDAHO ASSOCIATION OF COUNTIES CAPITAL CRIMES DEFENSE PROGRAM AT-LARGE BOARD POSITION NOMINATION: Commissioner Butticci advised that there is no one nominated and that they are looking for a nominee. He believes that since Commissioner Rekow is already serving on the Board, they should don't have to nominate anyone. There is no action taken for this item.

IDAHO ASSOCIATION OF COUNTIES CAPITAL CRIMES DEFENSE PROGRAM DISTRICT 3 BOARD POSITION NOMINATION: Commissioner Rekow is currently on this Board. Since Commissioner Elliott is not present, this item will be moved to August 22, 2022.

A motion was made by Commissioner Butticci to move the Capital Crimes Defense Program District 3 Board position nomination to the agenda on August 22. It was seconded by Commissioner Rekow and carried unanimously.

IDEAL DEMOLITION SERVICES PROPOSAL/CONTRACT FOR DEMOLITION AND REMOVAL OF STRUCTURES AT 313 & 315 E. MAIN STREET: Commissioner Butticci talked about the change order for the hazmat costs. Clerk Tilton talked about funding for this project. There was discussion on items that are being stored on the property.

A motion was made by Commissioner Butticci to move forward with the contract with Ideal Demolition for demolition on the properties at 313 & 315 E. Main Street with the condition that funding is acquired as determined by the clerk. It was seconded by Commissioner Rekow and carried unanimously.

MINUTES: There were no minutes to review.

PUBLIC WALK-IN: Joe Mayer talked about the Local Emergency

Planning Committee (LEPC) meetings. The Commissioners advised how LEPC is managed. Joe expressed concerns on disclaimers on emails and agenda notifications. Deputy Prosecuting Attorney Tahja Jensen advised that all emails sent from county employees have the disclaimer. Joe wants members of LEPC to watch a 60-minute episode regarding the power grid.

DEPARTMENT HEADS: Commissioner Rekow introduced the new Emergency Operations Manager Jeff Ulmer and talked about training. Commissioner Butticci talked on required training and the phishing campaign. Information Technology (IT) Support Specialist Corbin Vickery talked about emails from IT. Commissioner Butticci advised that the budget has been published and that the salary survey is still being worked on. Deputy Prosecuting Attorney Tahja Jensen talked about the ICRMP insurance claims process, what ICRMP covers, handling personnel matters and safety plans.

Buildings & Maintenance Supervisor Chuck Shambaugh spoke on a water leak at the Island and equipment. Noxious Weed Supervisor Larry Shippy talked about inspections, work in the forest and various projects they are working on. Juvenile Probation Supervisor Shannon Carter talked about workload and an IJJA conference scholarship. Corbin talked about training on mail archiving, servers and rugged laptops. Landfill Supervisor Martin Joyce talked on various projects they are working on. Road & Bridge Supervisor Neal Capps provided updates on various projects they are working on. Emergency Operations Manager Jeff Ulmer advised that he is working on getting up to speed and needing access to update the website.

ROAD DEPARTMENT STARTING SALARY: Road and Bridge Supervisor Neal Capps advised that there are 3 open positions with a starting wage of \$15 per hour. He is asking for that starting wage to increase to \$16.50 per hour since they have not received any applications. He explained that a credited course is required in order to get a CDL. He talked about wages in the private sector and that they have looked at staffing agencies as well.

A motion was made by Commissioner Butticci to move forward with the request from the Road Supervisor to move the starting wage for a truck driver from \$15 to \$16.50 an hour. It was seconded by Commissioner Rekow and carried unanimously.

The Commissioners recessed at 12:15 p.m. for lunch to reconvene at 1:30 p.m.

SUNSET FARMS & EVENT CENTER DEVELOPMENT AGREEMENT AMENDMENT

PUBLIC HEARING: While being recorded, the Commissioners held a

public hearing to review the Sunset Farms & Event Center development agreement amendment. This meeting was held in person and virtually via Zoom. Those present were Development Services Director Jennifer Kharrl, Associate Planner Michelle Baron, Deputy Prosecuting Attorney Tahja Jensen, Road and Bridge Supervisor Neal Capps and applicant Dennis Lapham. Commissioner Rekow read the notice of public hearing. Those wishing to testify were sworn in.

There were no conflicts or declarations pertaining to this meeting such as site reviews or other conversations outside of this hearing. Commissioner Butticci advised that previous conversations at social events have taken place prior to the application being filed.

Jennifer advised that the applicant is requesting an amendment to the Development Agreement that was approved in 2021. She advised that the applicant has met the requirements of the original Development Agreement. The applicant is asking for this amendment to allow more parcels. She reviewed the proposed changes to the Development Agreement.

Development Services Director Jennifer Kharrl asked to have the packet of information be added into the record which includes the staff memo, the Development Agreement amendment application, staff report from the rezone, minutes from the Zoning Commission rezone hearing and the County Commissioner rezone hearing.

A motion was made by Commissioner Butticci to enter the documents that were described by Jennifer Kharrl into the record. It was seconded by Commissioner Rekow and carried unanimously.

Applicant, Dennis Lapham talked about the prior rezone. He advised that this is 7 acres instead of the original 10 ½ acres and is asking if the water quality study is required with the smaller acreage. Jennifer advised that the water quality & quantity study is a standard requirement. Dennis advised that he lives on the adjoining parcel. There were no others present from the public to present.

Road and Bridge Supervisor Neal Capps talked about road structure and advised that it could handle more parcels if approved. He does not have any concerns.

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

The Commissioners believe all the conditions have been met.

A motion was made by Commissioner Butticci to amend the Development Agreement with Dennis Lapham for Sunset Farms and Event Center and accept the conditions of the Development Agreement with #6 being added with a water quality and quantity

study as described and item #5 to show the 4 parcels and also the addition of item #7, a letter from Emmett Irrigation District dated July 29, 2022 for a new engineered stamped irrigation plan according to the lots. It was seconded by Commissioner Rekow and carried unanimously.

STANDLEY ESTATES FINAL PLAT AND CAPITAL IMPROVEMENT PLAN ROAD MITIGATION AGREEMENT: Development Services Director Jennifer Kharrl advised that the final plat and the Capital Improvement Plan Road Mitigation agreements are ready to be signed. She advised that they have met all their requirements and completed all of their inspections.

A motion was made by Commissioner Butticci to approve the final plat for Standley Estate and approve their Capital Improvement Plan Road Mitigation Agreement. It was seconded by Commissioner Rekow 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 Butticci and carried unanimously.

EXECUTIVE SESSION FOR PURCHASE OF REAL PROPERTY: At 3:31 p.m. a motion was made by Commissioner Rekow, seconded by Commissioner Butticci 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 Butticci, aye, and Commissioner Rekow, aye.

Regular session reconvened at 3:53 p.m.

AUTHORIZATION OF REAL PROPERTY LEASE: A motion was made by Commissioner Butticci to move forward with the lease agreement as discussed. It was seconded by Commissioner Rekow and carried unanimously.

PROSECUTING ATTORNEY MATTERS: Deputy Prosecuting Attorney Tahja Jensen discussed various county legal matters.

INDIGENT MATTERS: At 4:00 p.m. a motion was made by Commissioner Rekow, seconded by Commissioner Butticci and carried unanimously to go into executive session under Idaho Code 74-206(1)(d) for indigent matters with a roll call vote as follows: Commissioner Butticci, aye, and Commissioner Rekow, aye.

Regular session reconvened at 4:04 p.m.

A motion was made by Commissioner Butticci that on case 13-045 to accept the early pay-off, close the case and release the liens. It was seconded by Commissioner Rekow and carried unanimously.

The Board recessed at 5:00 p.m. to 8:30 a.m. on August 9, 2022.

August 9, 2022

ADMINISTRATIVE TIME: The Commissioners worked on various administrative items.

MAPPING/GEOGRAPHIC INFORMATION SYSTEMS (GIS) POSITION

DISCUSSION: Assessor Strang talked about how GIS and the mapper position is set up in other counties. She is wondering if moving mapping under Information Technology (IT) is feasible. Corbin explained that GIS serves multiple departments including dispatch. He advised that part of 911 funds could be used to supplement the wage for a GIS/IT position to support dispatch.

Dispatch is not happy with Motorola because things are not being done in a timely matter. Corbin explained the current process and that it can be more efficient. He advised that there was approval for a part-time IT person for the next budget year. He advised what the duties will be and would like to find someone with GIS experience. Assessor Strang advised that she believes that the mapper position would need to be a separate full-time position from the IT/GIS position. She talked about the current mapping office and some changes that she would like to make with the new mapper to support Development Services as well. Wade Ray from Fix This System talked of the importance of having someone with strong GIS skills. Commissioner Butticci stated that 2 GIS positions may be needed. Wade believes that if the skillset is there, only 1 person may be needed to support all GIS needs and tier 1 IT support and that GIS data is usually in the IT realm. Assessor Strang talked about the current workload and how time consuming it is due to how much manual work is required. Commissioner Butticci believes that there would need to be 1 mapper/GIS for the Assessor's office, and 1 part-time for IT support and GIS for dispatch. Wade advised that dispatch will need someone with the same skillset as the GIS for mapping in the Assessor's office. Deputy Prosecuting Attorney Tahja Jensen talked about the challenges with not having a person that has a strong skillset for this position. Assessor Strang talked about applications she has received and the learning curve that it may take to bring someone up to speed.

There was discussion on the salary for someone that has GIS experience. Commissioner Butticci talked about increasing the starting salary for the mapper position.

OUTSOURCE REMOTE ACCESS AND GEOGRAPHIC INFORMATION SYSTEMS (GIS) DATA VIA THE COUNTY FILE TRANSFER PROTOCOL (FTP) SITE:

Assessor Strang talked about GIS data that is provided to the public. She explained what the public has access to and that this is being done. She also talked about static information that the public receives. She advised that they are looking at different layers of data that is put on the FTP site and that she is incapable of doing that part and would like to see if she can contract with Wade Ray with Fix This System to do that portion of the work until a mapper is hired. She advised that it should just be a few hours a week. There was discussion on fees and how other counties handle that. Wade explained how this process works in order for the public to access the data. Assessor Strang talked about uploading the information. Wade talked about timelines for this work and the scope of work that is needed.

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.

The Board recessed at 5:00 p.m. to 8:30 a.m. on August 15, 2022.

Approved: _____
Chairman

Attest: _____
Clerk