



September 18 & 19, 2023, Emmett, Idaho

Pursuant to a recess taken on September 12, 2023, the Board of Commissioners of Gem County, Idaho, met in regular session this 18th day of September, 2023, at 8:30 a.m.

Present:	Bill Butticci	Chairman
	Kirk Wille	Commissioner
	Mark Rekow	Commissioner
	Shelly Tilton	Clerk

Whereupon the following proceedings were had, to-wit:

September 18, 2023

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 Butticci and carried unanimously.

HUMAN RESOURCE SERVICES CONTRACT DISCUSSION: The Commissioners discussed the possibility of contracting with an agency to handle HR services for the county. Deputy Prosecutor Tahja Jensen attended an HR meeting and found that some counties are looking to contract for these services. ADA, FMLA, Discipline and Safety are some of the areas that the county is looking for assistance with. A Request for Proposal will be created.

PROSECUTING ATTORNEY MATTERS: Deputy Prosecutor Tahja Jensen met with the Commissioners to discuss legal matters. Tahja requested to have ADA and FMLA training for Department Heads next month; she stated that part of defense of these matters is showing that training is being provided. Tahja suggested that minutes should be taken during executive sessions so that it is known what is discussed during those sessions. These minutes would be kept separate with access restrictions. Tahja discussed enforcement regulations to restrict people living in some public areas of the county such as road pull outs and parks.

EXECUTIVE SESSION PER IDAHO CODE 74-206(1)(F) - PENDING

LITIGATION MATTERS: At 9:17 a.m. a motion was made by Commissioner Rekow to go into executive session under Idaho Code 74-206(1)(F) regarding potential litigation. It was seconded by Commissioner Wille and carried unanimously.

Regular session reconvened at 9:40 a.m.

BUDGET OPENING PUBLIC HEARING: While being recorded the Commissioners held a hearing to consider adjusting the fiscal year 2023 budget. Commissioner Butticci opened the hearing by reading the public hearing notice.

Clerk Shelly Tilton reviewed the items listed for adjustment. The Commissioners weren't aware of any additional items that needed to be adjusted.

The public hearing was closed.

A motion was made by Commissioner Wille to approve Gem County Resolution 2023-15 with Exhibit A budget adjustment as presented. It was seconded by Commissioner Rekow and carried unanimously.

CONSENT AGENDA: A. Gem County Resolution 2023-17 Waiving the Statutory Requirement of 300 feet between Alcohol Licensee Anderson Reserve and a Church, B. Anderson Reserve Alcohol Beverage License Distance Waiver Letter to Idaho State Police Captain Rocky Gripton, C. Geographic Information Services Mapping Service Subscription Agreement, D. Gem County Precincts for November 7, 2023 Election, E. Appreciation of Service Letter and Certificate for Stacy Heimlich's Service on the Planning & Zoning Commission, F. Appointment of Anthony Hafen as Veterans Service Officer, G. Wells Minor Subdivision Findings, Conclusions, Conditions, Order and H. Byington Minor Subdivision Findings, Conclusions, Conditions, Order.

Charlie Vesper and Ted Branvold (via telephone) attended the meeting regarding items G and H. Commissioner Butticci explained the process of minor subdivisions and stated these subdivisions have already been approved and the documents are being signed today. He said there had been sign off by people who purchased lots in the area on the CC&Rs indicating knowledge and approval of the development of these lots. Charlie is concerned of the traffic on Mallard Lane and wondered how maintenance would be handled. Ted said they had asked, through Development Services, to be notified prior to action being taken on these subdivisions to allow mitigation of their concerns, but hadn't received notice. Deputy Prosecutor Tahja Jensen stated that the Commissioners need to remove the items from the consent agenda to take further discussion. She stated there is appellate action processes that Development Services could assist them with to appeal the decision. Ted said it isn't right to approve these without the public being allowed to comment, he said there is no designation between a minor and major subdivision in county code. Tahja stated that noticing procedures were followed. She would advise that no further testimony should be allowed and that the Commissioners referred them Development Services for the appeal process. Commissioner

Butticci stated that correct processes per code have been followed and suggested Ted and Charlie talk with Development Services staff.

A motion was made by Commissioner Rekow to approve the Consent Agenda for items A. through H. as presented. It was seconded by Commissioner Wille and carried unanimously.

THANKSGIVING AND CHRISTMAS HOLIDAY CLOSURES: The Commissioners discussed holiday closures. As in past years they would like to provide the day after Thanksgiving off for employees and they would also like to provide the day after Christmas off this year. This would be provided with pay as has been done in the past.

A motion was made by Commissioner Rekow to approve the day after Thanksgiving, November 24th, and the day after Christmas, December 26th, off for employees. It was seconded by Commissioner Wille and carried unanimously.

STUFF THE AMBULANCE/FILL THE FIRETRUCK SIGN COMMUNITY FOOD AND TOY DRIVES SIGN FUNDING:

A motion was made by Commissioner Rekow to approve the Clerk to use Indigent funds to purchase signs for the community food and toy drive. It was seconded by Commissioner Wille and carried unanimously.

PUBLIC WALK-IN: No members of the public met with the Commissioners during public walk-in.

DEPARTMENT HEAD AND ELECTED OFFICIAL SAFETY TRAINING: Kristyn with the State Insurance Fund provided workers compensation rate information and safety training for department heads and elected officials.

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

VALOR HEALTH CENTER PROJECT DISCUSSION: Hospital CEO Brad Turpen, COO Corey Furin and board member Dave Shaw met with the Commissioners to discuss the health center project. Brad reviewed the primary care clinic project including a timeline. He discussed hospital revenue with a basis in primary care. He discussed strategic growth and the importance of the location of the facility. He said the clinic is full, they are out of space. He asked for the Commissioners support on the project including promotion of the center and signing of the lease. The lease allows the building to be constructed and then it would be purchased. Corey discussed community growth and financial

impacts of the clinic. Corey's presentation included a review of operating processes, review of contracts, revenue generation, expense reduction plans, looking at high cost low use services and revised/increased use of the lab. Approval has been received from the Bank of Idaho, Corey reviewed financials for the project.

Commissioner Wille asked about the impacts of another clinic that is currently being located near where the proposed clinic will be. He would like to see an updated proforma with that factored in. Commissioner Butticci asked what happens if the lease is entered into and the 180 day window to purchase is missed. Brad addressed approvals and timing; the lease allows the project to begin. Brad clarified the 6 months is after completion, supply or construction hold ups wouldn't cause them to miss the lease/purchase deadline.

FUEL BID OPENING: The Commissioners reviewed the fuel bid received. The only bid received was from B & W Fuels. Road Supervisor stated notice was published in the paper. There was an addendum to the bid. Neal stated that he will need to review the bid to ensure it meets the specifications. He will have it reviewed for the next agenda.

REVIEW AND APPROVAL OF MINUTES: The minutes for September 11th & 12th, 2023 were reviewed.

A motion was made by Commissioner Rekow to approve the minutes for September 11th & 12th, 2023 as amended. It was seconded by Commissioner Butticci and carried unanimously.

MOTOR VEHICLE REGISTRATION AND TITLE ADMINISTRATIVE FEE PUBLIC HEARING: While being recorded a public hearing was held to establish a revised motor vehicle fee schedule. Commissioner Butticci opened the public hearing by reading the public hearing notice. Assessor Hollie Ann Strang reviewed the registration administrative fee she is requesting to be increased from \$9.00 to \$9.50 and a new title administrative fee she is asking to be set at \$11.50. She discussed the reasons for her request.

There were no members of the public present for the hearing.

The public hearing was closed.

A motion was made by Commissioner Rekow to approve Gem County Resolution 2023-16 establishing a revised motor vehicle fee schedule. It was seconded by Commissioner Wille and carried unanimously.

LEVY CERTIFICATION: Clerk Shelly Tilton and Chief Deputy Clerk Leandra Rountree reviewed the levy requests from the taxing districts including process and timelines.

A motion was made by Commissioner Rekow to approve the levy certification as presented. It was seconded by Commissioner Wille and carried unanimously.

RUNNING BEAR HOLDINGS IMPACT FEE WAIVER REQUEST IN SHADOW BUTTE INDUSTRIAL PARK: Development Services Director Jennifer Kharri discussed a request by Running Bear Holdings for a waiver of impact fees for property in the industrial park. This is a request that is the same as a previous request, the same process would be followed. Jennifer is working on something to cover all remaining lots in the industrial park.

A motion was made by Commissioner Wille to approve the individual impact fee and individual assessment for 2570 West Success Way as presented. It was seconded by Commissioner Rekow and carried unanimously.

LANDFILL STICKER PROGRAM: Landfill Supervisor Martin Joyce discussed a potential sticker program for landfill use for county residents allowing those residents in-county rates. He discussed cost for various programs he has researched. He has been working with the County Assessor and Treasurer to determine a process of issuing stickers. The process that makes the most sense to them is to provide a list of county property owners to the landfill. Landfill staff, after checking the list, will issue stickers to county property owners. Martin will work on ordering the stickers.

The Board recessed at 5:00 p.m. to 8:30 a.m. on September 19, 2023.

September 19, 2023

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC): Commissioners Wille and Rekow attended the monthly LEPC meeting.

Commissioner Butticci was absent due to a Southwest District Health Department meeting.

INDIGENT APPLICATION - EXECUTIVE SESSION PER IDAHO CODE 74-206(1) (D) - INDIGENT MATTERS: At 10:05 a.m. a motion was made by Commissioner Rekow and seconded by Commissioner Wille and carried unanimously to go into executive session under Idaho Code 74-206(1) (d) Indigent Matters with a roll call vote as follows: Commissioner Rekow, aye, Commissioner Wille, aye.

Commissioner Minutes 09-18 & 19-23

Regular session reconvened at 10:09 a.m.

A motion was made by Commissioner Rekow to approve County Case #24-002 for cremation. It was seconded by Commissioner Wille and carried unanimously.

The Board recessed at 5:00 p.m. to 8:30 a.m. on October 3, 2023.

Approved: _____
Chairman

Attest: _____
Clerk