



November 28 & 29, 2022, Emmett, Idaho

Pursuant to a recess taken on November 22, 2022, the Board of Commissioners of Gem County, Idaho, met in regular session this 28th day of November 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:

November 28, 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.

HUMAN RESOURCES UPDATE: Chief Deputy Clerk Leandra Rountree advised that there are currently 5 open positions. She talked about newly hired employees, FMLA, Worker's Compensation, insurance claims, training opportunities, personnel turn-over rate, open enrollment, the salary survey, comp time language in the personnel policy and drug testing. She wondered if the Commissioners might want to give employees hockey tickets rather than baseball tickets this year. She suggests a formal form for the Commissioners to sign when being asked to carry over vacation time. Clerk Tilton talked about the decision to have 2 part-time rather than 1 full-time position in the court office. The Commissioners would like to give hockey tickets for Christmas for employee appreciation.

CLEARGOV BUDGET MANAGEMENT SOFTWARE: Clerk Tilton talked about a budget management software that would automate the budget, except for capital items. She explained the benefits of this software and the cost. She will contact other Idaho counties that use this software for their input and will put this back on the agenda. Commissioner Butticci would like her to ask about software interface. Clerk Tilton advised that it does interface with Computer Arts.

SALARY SURVEY REVIEW: Leandra Rountree provided an updated

spreadsheet with job descriptions and grades. She advised that some positions were broken out based on duties. She talked about the reasons for the changes and advised that she is still waiting on some job descriptions. There was discussion on the counties that were used for comparison. Leandra talked about the priority to bring everyone up to the lowest level of the chart and to get employees to at least the minimum range in their category. She advised how much it will cost the county to make these changes for the entire fiscal year. Clerk Tilton talked about elected officials and suggests that salary be based on the position and not years of service. There was discussion on different position titles. Clerk Tilton talked about a request from the Transparent Idaho website. Leandra talked about the minimum/maximum salary chart. There was discussion on a merit based policy and employee evaluations.

MINUTES: There were no minutes to review.

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

AGREEMENT FOR PATHOLOGY SERVICES BETWEEN GEM COUNTY AND ADA

COUNTY: Coroner Buck met with the Commissioners to review the 2022/2023 Pathology Agreement with Ada County. He expressed concerns with the findings deadline, requested handling fees and that he does not have the budget for the requested fees. There was discussion on professional testimony and the budget. Coroner Buck also talked about liability insurance and the use of body couriers. There was discussion on asking them to remove the fees. Commissioner Butticci suggests accepting the agreement.

A motion was made by Commissioner Butticci to sign the agreement for Pathology Services between Gem County and Ada County as presented. The motion was seconded by Commissioner Rekow and carried unanimously.

INDIGENT APPLICATIONS: Deputy Clerk Sarah Story requests approval for a release of lien on case# 23-001. Payment has been received in full.

23-001 Release of Lien

A motion was made by Commissioner Butticci to release the lien on case# 23-001. The motion was seconded by Commissioner Rekow and carried unanimously.

PROSECUTING ATTORNEY MATTER: Deputy Prosecuting Attorney Tahja Jensen spoke on various county legal matters. Items that she discussed were lease agreements, merit based increases, performance reviews, damage to a guard rail & land-use hearings.

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

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

ALBU MINOR SUBDIVISION: While being recorded, Development Services Director Jennifer Kharrl reviewed the Albu Minor Subdivision application. The applicant, Sawtooth Land Surveying, on property owned by Thomas Rasmussen and Maria Denisa Albu, have applied for a minor subdivision to create 3 single-family lots on approximately 17.99 +/- acres located in the A-2, Rural Transitional Agriculture zone. She advised that this is a hillside subdivision and that the applicant filed for a building envelope in order to not have to go through an engineer. She talked about the no-build area, letters of concern and that no building would be able to happen on the no-build zone unless they apply for a new subdivision application. She advised that it meets all the standards. Road and Bridge Supervisor Neal Capps talked about recent road improvements and that it will support the additional traffic. Jennifer advised that there is no existing home on the property.

A motion was made by Commissioner Butticci to approve the Albu Minor Subdivision off South Slope Road as presented and to accept the packet. It was seconded by Commissioner Rekow and carried unanimously.

ADMINISTRATIVE TIME: The Commissioners worked on various administrative items.

The Board recessed at 5:00 p.m. until 8:30 a.m. on December 5, 2022.

Approved: _____
Chairman

Attest: _____
Clerk