



December 18 & 19, 2023, Emmett, Idaho

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

Present:	Bill Butticci	Chairman
	Kirk Wille	Commissioner
	Mark Rekow	Commissioner
	Leandra Rountree	Chief Deputy Clerk

Whereupon the following proceedings were had, to-wit:

**December 18, 2023**

**Commissioner Butticci was absent from the meeting.**

Clerk Tilton met with the Commissioners to discuss adding hiring a network engineer to fix the new jury system e-mail issue to the agenda due to timeliness. IT Director Corbin Vickery explained that he will have technicians who may be able to resolve the issue during an update to the system that will be done in the next week. Clerk Tilton will try to determine if an alternate process can be used temporarily to allow time for that.

**REVIEW AND APPROVAL OF AGENDA:** The Commissioners reviewed the agenda. A motion was made by Commissioner Rekow to approve the agenda for Monday, December 18<sup>th</sup> and Tuesday, December 19<sup>th</sup>, 2023 with the addition of the jury e-mail relay integration action item to be on Tuesday at 9:30 due to it being time sensitive. It was seconded by Commissioner Wille and carried unanimously.

**PROSECUTING ATTORNEY MATTERS:** Deputy Prosecutor Tahja Jensen met with the Commissioners via telephone to discuss legal matters. Tahja discussed impact fees for EMS within the City of Emmett. The Commissioners will schedule a meeting with Fire Chief Mike Welch to discuss options.

**GEM COUNTY MOSQUITO ABATEMENT DISTRICT PROPERTY BOUNDARY**

**DISCUSSION:** Gem County Mosquito Abatement Director, Cody Johns met with the Commissioners to discuss property lines around the district's property. Cody provided the Commissioners with a map showing how far off the property lines are. The developer of the adjacent property is asking the Mosquito Abatement District to pay \$10,000 for a survey of the property. Deputy Prosecutor

Tahja Jensen suggested Cody contact Development Services as well as the Recorder's office for surveys if needed and to work with the district's legal counsel.

**CONSENT AGENDA:** A. Confirmation of Dr. John Tribble as the Board of Health physician representative on the Southwest District Health District Board, B. Request for tax and/or fee cancellation for various parcels with Homeowner's Exemption applications received after the Board of Equalization, C. Request for tax and/or fee cancellation for various parcels that are split by the tax code area, D. Transfer titles for trailers titled to the county that belong to the Sheriff's Posse VIN #1ED1L2920L2355874 and 4RYC14201WT112732, E. Payroll Claims approval for 12/7/2023, F. Fiscal Year 2023 Indigent Defense expenditure report, G. County Vessel Fund (Waterways & Snowmobile) reporting and remittance forms, H. Idaho Office of Emergency Management 2023 State Homeland Security Program (SHSP) Subrecipient Agreement, I. Idaho Office of Emergency Management 2023 Emergency Management Performance Grant (EMPG) Subrecipient Agreement, J. Certificate of Residency for Junior College Tuition for Chris Phillips, K. Marston Rezone Findings, Conclusions, Conditions, and Order, L. Gem County Ordinance 2023-13 Marston Rezone, M. Bolden Rezone Findings, Conclusions, Conditions, and Order, N. Gem County Ordinance 2023-14 Bolden Rezone, O. Request for tax and/or fee cancellation for Assessor's parcels RP06N01W094800 and RP06N01W095250, and P. Substation Road utility easement agreement between Gem County and The City of Emmett.

A motion was made by Commissioner Rekow on the Consent Agenda for Monday, December 18th, 2023 approve items A. through P. as presented. It was seconded by Commissioner Wille and carried unanimously.

**REVIEW AND APPROVAL OF MINUTES:** The Commissioners reviewed the minutes. A motion was made by Commissioner Rekow to approve the minutes for Monday, December 11<sup>th</sup>, and Tuesday, December 12<sup>th</sup>, 2023 as amended. It was seconded by Commissioner Wille and carried unanimously.

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

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

**ALCOHOL BEVERAGE LICENSE RENEWALS:** While being recorded the Commissioners reviewed the Alcohol Beverage License renewals for Road House at the Mill (name change from Stoney's), Elements Kitchen, Cowboys Chophouse, Black Canyon Brewing, Montour County Store and Pizza Factory.

A motion was made by Commissioner Rekow to approve the Alcohol Beverage License Renewals as presented. It was seconded by Commissioner Wille and carried unanimously.

**GEM COUNTY RESOLUTION 2024-03 ESTABLISHING MILEAGE REIMBURSEMENT RATE TO THE RATE ESTABLISHED BY THE INTERNAL REVENUE SERVICE:**

The Commissioners discussed mileage reimbursement for county business travel, they intend to have it match the federal reimbursement rate.

Commissioner Rekow made a motion to approve Gem County Resolution number 2024-03 establishing mileage reimbursement rate to the rate established by the Internal Revenue Service. It was seconded by Commissioner Wille and carried unanimously.

**EMERGENCY MANAGEMENT STAR-LINK SATELLITE INTERNET PURCHASE AND FUNDING:**

Emergency Manager Jeff Ulmer met with the Commissioners to discuss the Star-Link satellite internet purchase. Jeff stated that the monthly funding will come out of the SHSP grant but requires the County to pay up front and be reimbursed.

Commissioner Rekow made a motion to approve the Emergency Management Star-Link purchase as presented. It was seconded by Commissioner Wille and carried unanimously.

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

**GEM COUNTY HIGHWAY 16 BYPASS PROJECT SCOPE OF WORK:**

Road Supervisor Neal Capps met with the Commissioners to discuss the engineering services for a Highway 16 Bypass Project with Keller Associates. Neal wanted to discuss with the Commissioners to see how they want to proceed. The scope of work includes project management, public outreach, concept reports, and funding. Once a preferred alternative is established the project would include engineering design and construction. Funding was discussed as well as alternate plans. The physical constraints of the project including costs and property acquisition was also discussed. Neal's recommendation is to proceed with Keller in order to get a design. The Commissioners feel that Idaho Transportation Department (ITD) should be included in the discussion. The Commissioners stated that they feel Neal is on the right track working with Keller to get a statement of work

and cost points and also start conversations with ITD. Neal will schedule a meeting with ITD for January or early February.

**TAX DEED PROPERTY (1108 E. PARK STREET) DISCUSSION:** Treasurer Megan Keene met with the Commissioners to discuss how to proceed with the recent tax deed property located at 1108 E. Park Street. Megan discussed the litigation guarantee and stated that the County has 14 months to sell the property. The home has been vacant since 2021. The Commissioners have spoken to Deputy Prosecuting Attorney Tahja Jensen to discuss options with selling the property. Commissioner Wille will follow up with her before making a decision on how to proceed.

**DEVELOPMENT SERVICES JONES MINOR SUBDIVISION:** The Commissioners with Development Services Director Jennifer Kharrl and Road and Bridge Supervisor Neal Capps reviewed the Jones Minor Subdivision application. The property owners Dave and Melanie Jones have applied for a minor subdivision to create a 2 lot subdivision with a waiver request regarding lot 2 of the proposed subdivision.

A motion was made by Commissioner Rekow to approve the Jones Minor Subdivision Application as presented and approve the waiver request to require the minimum lot size and take the recommendation from Road Supervisor Neal Capps for minimal reduction of road dedication. It was seconded by Commissioner Wille and carried unanimously.

**ADMINISTRATIVE TIME:** The Commissioners worked on administrative matters.

**The Board recessed at 5:00 p.m. to 8:30 a.m. on December 19<sup>th</sup>, 2023.**

**December 19, 2023**

**LOCAL EMERGENCY PLANNING COMMITTEE (EMS BUILDING):** The Commissioners attended the Local Emergency Planning Committee meeting at the EMS Building.

**JURY E-MAIL RELAY INTEGRATION:** This discussion was not held. Clerk Tilton worked with the Idaho Supreme Court and jury system vendor to create an alternate process to allow the court to move forward with the jury process while IT works with the technicians installing the update this week to see if they can identify and resolve the issue to allow the email system to be functional.

Commissioner Minutes 12-18 & 19-23

**ADMINISTRATIVE TIME**: The Commissioners worked on administrative matters.

**The Board recessed at 5:00 p.m. to 8:30 a.m. January 2nd, 2024.**

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

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