



December 19 & 20, 2022, Emmett, Idaho

Pursuant to a recess taken on December 13, 2022, the Board of Commissioners of Gem County, Idaho, met in regular session this 19th day of December 2022, at 8:30 a.m.

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

Whereupon the following proceedings were had, to-wit:

December 19, 2022

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

NOXIOUS WEED BUILDING NEW ADDITIONS PLANS: Noxious Weed Supervisor Larry Shippy provided 2 sets of plans for the new addition at the Noxious Weed building. One set has 1 office and the other has 2 offices. He talked about the budget for this project. Commission Butticci would like both plans to be quoted to see where they are with the budget. Commissioner Rekow talked about the cost of materials. Commissioner Butticci recommends holding off a bit for material costs to come down. Deputy Prosecuting Attorney Tahja Jensen advised that if it is over \$50,000 a Public Works license is required and the need for a bid packet with an alternate bid. She talked about the process for the bid process. Larry will meet with Tahja to work on the bid packet.

COUNTY SURPLUS AUCTION REQUEST: Deputy Prosecuting Attorney Tahja Jensen talked about the surplus process and getting rid of items. She talked about auctioning items, surplus items and notification to the public. Clerk Tilton advised that there needs be a minimum amount of items to action to cover the cost of publication. She advised that Information Technology (IT) Supervisor Corbin Vickery offered to speak to other departments to see if there are other things that could be included in an auction. Commissioner Butticci advised that Corbin is trying to

surplus his items now and to auction them later. This will be added to a future agenda when they are ready for an auction.

RETAIL ALCOHOL BEVERAGE LICENSE RENEWALS FOR BLACK CANYON BREWING, ELEMENTS KITCHEN & BAR, COWBOYS CHOPHOUSE AND STONEY'S ROADHOUSE:

While being recorded, Commissioner Rekow reviewed the retail alcohol beverage license renewals for #33 Black Canyon Brewing, #34 Elements Kitchen & Bar, #35 Cowboys Chophouse and #36 Stoney's Roadhouse. Commissioner Wille advised that he is recusing himself from the vote since he has an interest in one of the businesses.

A motion was made by Commissioner Butticci to approve the alcohol beverage licenses as presented. It was seconded by Commissioner Rekow and carried unanimously.

CONSENT AGENDA: The consent agenda included: A. Gem County/City of Emmett Dispatch funding agreement, B. Albu Minor Subdivision Findings, Conclusions, Conditions, Order, C. Dobie Ranch Subdivision Findings, Conclusions, Conditions, Order, D. Amended 2023 Gem County Cooperative Weed Management Area annual operating plan, E. Information Technology surplus items list, F. Request for tax and/or fee cancellation for Assessor's parcels MH08N01E284801, MH07N01W310915 and RPC88850010030, G. Request for tax and/or fee cancellation for Assessor's parcel MH07N01W311450, H. Request for tax and/or fee cancellation for various Assessor's parcels for Homeowner's Exemption, I. Request for tax and/or fee cancellations for various Assessor's parcels for Homeowner's Exemptions on Occupancy Roll, J. Request for tax and/or fee cancellation for Assessor's parcel RP06N02W147725, K. Request for tax and/or fee cancellations for Assessor's parcel PP02195000 and L. Request for tax and/or cancellation for Assessor's parcel RPE3340001005A.

A motion was made by Commissioner Butticci to approve items A-L as presented. It was seconded by Commissioner Wille and carried unanimously.

CLEARGOV BUDGET CYCLE MANAGEMENT: Clerk Tilton talked about a budget management program with ClearGov. She talked about the current process for the budget and how this program would improve and automate that process. She advised that 2 counties in Idaho currently use this program, in talking with one of those counties they advised that they are new users and had no interfacing or compatibility issues. She advised that National Association of Counties (NACO) contacted her as well with their feedback, they promote this program. Fremont County is looking at this program as well. Commissioner Butticci advised that NACO has reached out to the Commissioners also. He also talked about Computer Arts and future financial software. Clerk Tilton

advised that this would be in addition to Computer Arts because of the need for the accounting software. She talked about other programs available from other companies. She advised that it is a year-to-year contract. She talked about where the funding would come from, implementation timelines and training. Commissioner Wille is in favor of making things more efficient. Clerk Tilton advises that they are very excited about this software and believes it is well worth the cost. Commissioner Rekow and Commissioner Butticci are in support of this product.

A motion was made by Commissioner Wille to approve ClearGov from the Reserve Budget in the amount of \$12,303.13 for 2023. It was seconded by Commissioner Rekow and carried unanimously.

FAIRGROUND GRANDSTAND CANOPY BID: Commissioner Butticci reviewed the received bids for concrete work the fairground grandstand canopy from Silverstone Concrete LLC in the amount of \$23,570, Kevin Boban Construction in the amount of \$33,500 and Innovative Concrete Construction Inc. in the amount of \$37,000. He advised that the concrete specifications were received from Keller Associates. He advised that the bids do not include the dirt work, which may be able to be done by the County Road Department. There was discussion on the need for bolts and a possible pump truck. Commissioner Butticci discussed the process and timelines for completing this process.

A motion was made by Commissioner Butticci to move forward with the award for the concrete for the grandstand canopy ranking Silverstone as #1 in the amount of \$23,570 out of Payette Idaho, Kevin Boban Construction as #2 in the amount of \$33,500 out of Caldwell Idaho and Innovative Concrete Construction as #3 in the amount of \$37,000 out of Emmett Idaho. It was seconded by Commissioner Wille and carried unanimously.

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

LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNCIL ROAD DEPARTMENT AWARD PRESENTATION: Laila Kral from the Local Highway Technical Assistance Council presented an award to Dustin Rone who has completed the Road Scholar and Road Master programs. She talked about their training programs and levels of recognition.

PUBLIC DEFENSE UPDATE AND REPORTING DISCUSSION: This meeting will be rescheduled for another date.

PROSECUTING ATTORNEY MATTERS: Deputy Prosecuting Attorney Tahja Jensen talked about various legal matters in the county. Items

that she talked about were city impact fees, procurements, Executive Sessions, emails and Avimor.

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

AVIMOR ROAD MITIGATION AGREEMENT REVIEW: Dan Richtner and Brad Pfannmuller from Avimor met with the Commissioners to discuss the Avimor road mitigation. Brad advised that Boise County has adopted the same agreement that is being proposed to Gem County. He advised that Gem County would own all the roads but Avimor would be responsible for all maintenance and construction and a Community Infrastructure District (CID). He advised that all the roads flow through the south to Boise County and Ada County. Development Services Director Jennifer Kharrrl advised that Development Services, the Road Department and legal have reviewed the agreement and that all their concerns have been addressed. Brad advised that the tentative hearing date is January 17, 2023.

LANDSBOUROUGH RIVER RANCH SUBDIVISION: Development Services Director Jennifer Kharrrl reviewed the Landsborough River Ranch Subdivision application. The applicant, Sawtooth Land Surveying, on property owned by James and Daphne Landsborough, has applied for a minor subdivision to create two (2), single-family lots on approximately 34.99 +/- acres located in the A-2, Rural Transitional Agriculture zone. Items that she talked about were the property location, the flood code and that the private road would be maxed out with this subdivision. She advised that there were no letters of concern received. Commissioner Butticci advised that all requirements have been met. Road and Bridge Supervisor Neal Capps advised that the road is an adequate private road and he has no concerns.

A motion was made by Commissioner Butticci to approve the Landsborough River Ranch Subdivision as presented. It was seconded by Commissioner Wille and carried unanimously.

MINUTES: The minutes for November 21-22, 28-29 & December 5-6, & 12-13, 2022 were reviewed. A motion was made by Commissioner Butticci to approve the minutes for November 21-22, 28-29 and December 12-13, 2022 as amended and December 5-6, 2022 as presented. It was seconded by Commissioner Wille and carried unanimously.

MOTOROLA RADIO REPLACEMENT FOR DISPATCH: Deputy Prosecuting Attorney Tahja Jensen advised that this is not listed as an action item on the agenda. She advised that it can only be

changed to an action item if it is declared an emergency under Idaho Code 74-204-4c. She advised that if it is not signed today, the county will lose approximately a \$22,000 discount.

A motion was made by Commissioner Butticci per Idaho Code 74-204-4c to amend this agenda item as an action item with an explanation that this is an emergency for a time sensitive situation that Gem County must sign the document today in order to not lose a discount in the amount of \$22,000. It was seconded by Commissioner Wille and carried unanimously.

Tahja talked about the competitive bidding process, the Motorola Solutions, Inc. Master Agreement participating addendum, the Motorola firm priced proposal for Gem County, the Sole Source memorandum, a letter from Dispatch Supervisor and a legal notice for Sole Source purchase. She advised that they can piggy back on the state of Idaho and that Commissioners can opt out of the legal notice. Dispatch Supervisor Lisa Resinkin advised that they have everything that they need to work with Motorola. She advised that the radio software is 10 years old.

A motion was made by Commissioner Butticci to move forward with the Motorola radio replacement for Dispatch, Motorola solution, Inc. master agreement participating addendum, Motorola firm priced proposal for Gem County, Sole Source memorandum, letter from Dispatch Supervisor and to not have a legal notice, but to piggy back off of the state of Idaho. It was seconded by Commissioner Wille and carried unanimously.

SALARY SURVEY DISCUSSION: Chief Deputy Clerk Leandra Rountree talked about a company that provides survey information that would help in obtaining information for on-going salary needs, she discussed the membership costs to access the information. Clerk Tilton advised that this information may be eventually available on the state's website as well, she recommends using this service for at least 1st year to get started until the state has their information available. Leandra talked about how new job descriptions get classified. She recommends that the salary be decided by a group of people which include legal, Human Resources, the manager and Commissioners. She also reviewed a spreadsheet for current salary ranges and how to update it to come up with numbers with an overall picture. She also talked about the cost to Gem County to bring everyone up to where they need to be. She also talked about years of service and employees who bring previous experience with them. She also provided results with using Canyon County as a comparison county and the cost to the county if it is used. She advised that some positions were not affected with using Canyon County as a comparison and some are affected disproportionately due to the differences in duties for some positions. Commissioner Wille

asked about entry position salaries for some departments. Leandra expressed the importance of keeping the integrity of the chart. Road and Bridge Supervisor Neal Capps has salary information for the Road Department that he compared to other counties and private entities which is different that was used for this survey. There was discussion on the Road Department positions and classifying them. Leandra talked about using a tiered system for the Road Department positions. Commissioner Wille talked about options for the Road Department. He also talked about losing employees to Canyon County. Leandra talked about the challenges with comparing with Canyon County because of job descriptions. Clerk Tilton advised that Owyhee County used Canyon County as a comparison. She also talked about the differences of job descriptions between Gem County and Canyon County. There was discussion on what Gem County can afford. Clerk Tilton also talked about concerns of having to reduce the workforce or effects on benefits if the increased salaries are not sustainable in the future. Leandra talked about the county medical benefits. Commissioner Butticci would like to use Canyon County if it could be sustained, but is concerned with the sustainability. Clerk Tilton advised that if they want to include Canyon County they would need to talk with Patti at Calyx Weaver to obtain updated salary levels. Leandra and Clerk Tilton talked about employees, their years of service and how to categorize them since they have years of service but have moved into different positions during that time. Commissioner Wille recommends getting the salary information with Canyon County before they go through each employee that needs to be specifically looked at. Clerk Tilton advised that once they get the new information this will be added back to the agenda. There was discussion on challenges with the Road Department. Commissioner Wille recommends that Road and Bridge Supervisor Neal Capps work with Leandra to come up a solution. Clerk Tilton talked about how Owyhee County phased their salaries after completing the salary survey. There was discussion on the importance for employees to understand the significance and cost of the benefits that the county provides.

The Board recessed at 5:00 p.m. to 8:30 a.m. on December 20, 2022.

December 20, 2022

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC): The Commissioners attended the Local Emergency Planning Committee meeting in person at the EMS.

TRANSPORTATION PLAN: Road and Bridge Supervisor Neal Capps talked about items that they are working on and will bring it back to the Commissioners for finalization and would be a Resolution for adoption.

ROAD STANDARDS: Road and Bridge Supervisor Neal Capps talked about items that they are working on and will bring it back to the Commissioners for finalization. This is an update from a current plan and would be an Ordinance amendment.

EXECUTIVE SESSION- ACQUISITION OF REAL PROPERTY: At 10:42 a.m. a motion was made by Commissioner Rekow, seconded by Commissioner Wille 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, Commissioner Wille, aye, and Commissioner Rekow, aye.

Regular session reconvened at 11:00 a.m.

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 4:00 p.m. to 8:30 a.m. on December 27, 2022.

Approved: _____
Chairman

Attest: _____
Clerk