

February 1, 2021

The Board of County Commissioners of Washington County, Idaho, does hereby meet this 1st day of February 2021.

IN THE MATTER OF ROLL CALL)

Donna Atwood, Clerk, called roll call: Kirk Chandler, present; Lyndon Haines, present; and Nate Marvin, present.

Nate Marvin opened the meeting and Lyndon Haines led the Pledge of Allegiance. Kirk Chandler gave the invocation.

IN THE MATTER OF CORRESPONDENCE/MEETINGS AND REPORTS)

Correspondence received by the Board was reviewed and disseminated as required. Haines reported that he attended the Southwest District Health Board meeting last week. Haines also stated that he and Chandler attended the Public Lands meeting with Idaho Association of Counties via Zoom.

Chandler reported that he had attended the Idaho Cattleman's Association Beef School last week in Cambridge.

Information Technology Director, Robert Peterson, presented a quote for a server upgrade for the courthouse in the amount of \$8,890.00.

Kirk Chandler moved, seconded by Lyndon Haines to approve the server upgrade in the amount of \$8,890.00. Motion carried.

The Board reviewed the following: a January 25, 2021 letter from the United States Department of Agriculture regarding proposed updates to the Rangeland Management Directives; a January 27, 2021 letter from Morgan and Rebecca Skow regarding a complaint filed on an undocumented airport/airstrip/airfield; and a January 22, 2021 letter from the Federal Emergency Management Agency (FEMA) regarding Case No. 20-10-1389A and property located in the flood plain.

The Board discussed the proposed secure entrance to the courthouse. The Board requested a meeting time be scheduled next week.

IN THE MATTER OF MINUTES)

The minutes of the Board not heretofore approved of January 25, 2021 were approved as amended.

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IN THE MATTER OF WEED AND RODENT CONTROL)

Bonnie Davis, Weed Superintendent, met with the Board. Davis reported the current rodent tail count is 3,197 tails with a budget balance of \$27,003.75.

Davis informed the Board that she participated in the Cost Share Review last week. Davis stated that hay certification training will be on February 10, 2021. This will be a virtual training. The recertification class will be held February 18, 2021 at the Fairgrounds from 6:00 p.m. to 9:15 p.m.

Davis stated the Rodent and Weed Board meetings will be on February 9, 2021 at the Weed Department.

Davis discussed the Poster Contest and the process that will be followed this year. Davis will be in contact with the school districts and provide information to allow students to participate in the contest.

IN THE MATTER OF PLANNING AND ZONING)

Bonnie Brent, Planning and Zoning Administrator, met with the Board.

Marvin stated that he and Brent are drafting a letter to the Planning and Zoning Commission members regarding participation in meetings.

Brent reported new county maps have been printed. Brent will display them in the Commissioners meeting room. Brent informed the Board she hopes to start having Planning and Zoning hearings in March.

Marvin presented information from Payette County regarding the Special Use Permit granted to Lance Hoch.

IN THE MATTER OF ELECTED OFFICIALS)

Sheriff, Matt Thomas, stated he is hoping to schedule a meeting with Prosecuting Attorney, Delton Walker, to discuss the process to follow requesting bids for the plumbing work in the jail. There was discussion regarding the progress of updating Entertainment Assembly Ordinance.

Washington County Treasurer, Sabrina Young, reported that the transient roll was mailed last Friday. Young stated that her office is currently working on completing the 2020 supplemental roll. Young informed that delinquent personal property demand letters were mailed out in January with a due date of February 4, 2021.

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Young reported that she has a position opening and hopes to have the position filled by late March.

Young informed the Board that the tax deed public hearing is scheduled for April 26, 2021 at 2:30 p.m. Young stated there are currently nine parcels pending tax deed.

Young discussed a draft credit card policy to be added to the County personnel handbook. Young discussed the current credit limits on county credit cards. It was agreed to set the credit card limit on a case by case basis.

Young discussed current proposed legislation and Senate Bill 1021 regarding budgeting new construction, carry over and budget caps. Young reported the Treasurer's Association is working with the Assessor's Association to implement changes to legislation that was passed last year regarding the homeowner's exemption. There was discussion of the need to plan for large projects in the budget.

Assessor, Debbie Moxley-Potter, informed the Board that the Appraiser's office and Department of Motor Vehicles are now fully staffed. Moxley-Potter stated the work on the occupancy and transient roll has been completed by the Assessor's Office.

Clerk, Donna Atwood, discussed a draft letter from County officials addressed to the legislature regarding proposed legislation. Atwood stated the letter was drafted from suggestions from Idaho Association of Counties and if any of the Elected Officials were not in favor of signing the letter, their names could be removed. Prosecuting Attorney, Delton Walker, requested that his name be removed from the letter.

There was discussion of funding during an emergency. Chandler stated he would rather speak with Seth Grigg before signing the letter.

Atwood informed the Board of the flooding in the radio room that occurred on January 29, 2021. There was discussion of purchasing floor drying fans.

#### IN THE MATTER OF PROSECUTING ATTORNEY)

Delton Walker, Prosecuting Attorney, met with the Board.

Nate Marvin moved, seconded by Lyndon Haines, to go into executive session at 10:05 a.m. in accordance with I.C. 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement. Motion carried unanimous. Kirk Chandler, Aye; Lyndon Haines, Aye; Nate Marvin, Aye.

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Nate Marvin stated they were out of executive session at 10:32 a.m.

IN THE MATTER OF AMBULANCE)

Nate Marvin moved, seconded by Lyndon Haines to recess as the Board of Washington County Commissioners and convene as the Board of the Weiser Ambulance District. Motion carried.

Debbie Warren, Deputy Clerk, called roll call: Kirk Chandler, present; Lyndon Haines, present; and Nate Marvin, present.

Luke Smith, Ambulance District Director, met with the Board. Also present was Ambulance District Administrative Advisor, Tim Atwood.

Smith reported that the Ambulance District had thirty-one calls for service that included ten transfers and four lift/assists or refusals for care.

Smith stated that a security camera system has been selected. Smith will confirm if there is funding in the budget before completing the purchase.

Smith reported that training with Dr. Donahue was held on January 30, 2021. Dr. Donahue plans to continue with quarterly trainings. Smith stated he is planning monthly trainings with staff and hopes to include Cambridge and Midvale.

Smith will provide copies of a Professional Services Contract for the grant writer. Smith will forward the contract to Prosecuting Attorney, Delton Walker, for review.

Smith stated he is continuing to conduct an audit of personnel files and policies.

Order No 21-12 for general expenses in the amount of \$9,247.01 and Order No. 21-12 for payroll expenses in the amount of \$25,670.25 were presented to the Board for review.

Lyndon Haines moved, seconded by Kirk Chandler to approve Order No 21-12 for general expenses in the amount of \$9,247.01. Motion carried.

Kirk Chandler moved, seconded by Lyndon Haines to approve Order No. 21-9 for payroll expenses in the amount of \$25,670.25. Motion carried.

Nate Marvin moved, seconded by Kirk Chandler to go into executive session at 10:45 a.m. in accordance with I.C. 74-206(1) (a & b) to consider hiring a public officer, employee, staff member or individual agent. This paragraph does not apply to filling a vacancy in an elective office, (b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff

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member or individual agent, or public school student. Motion carried unanimous. Kirk Chandler, Aye; Lyndon Haines, Aye; Nate Marvin, Aye.

Nate Marvin stated they were out of executive session at 10:57 a.m.

IN THE MATTER OF AMBULANCE DISTRICT AUDIT)

Dan Coleman and Kurt Folke with Quest CPA's met with the Board. Dan Coleman presented the annual audit.

There was discussion regarding the depreciation schedule, the monies in reserve, and how proposed legislation can affect taxing districts.

Nate Marvin moved, seconded by Kirk Chandler to recess as the Board of the Weiser Ambulance District and reconvene as Board of Washington County Commissioners. Motion carried unanimous.

Debbie Warren, Deputy Clerk, called roll call: Kirk Chandler, present; Lyndon Haines, present; and Nate Marvin, present.

IN THE MATTER OF COUNTY AUDIT)

Kurt Folke with Quest CPA's reviewed the annual County Audit with the Board. County fund balances were reviewed and found to be in good standing. Folke stated GASB 84 and GASB 87 will be implemented in the next couple years which will require additional reporting.

IN THE MATTER OF ROAD & BRIDGE/SOLID WASTE)

Jerod Odoms, Road and Bridge/Solid Waste Supervisor, met with the Board. Odoms presented an application to change an existing access on Weiser River Road.

Kirk Chandler moved, seconded by Lyndon Haines to approve the Application for Placement of Culverts/Approaches for Dennis Townsend for property located on Weiser River Road. Motion carried.

The group discussed maintenance on Unity Bridge. Odoms stated he is working with LHTAC (Local Highway Technical Assistance Council) regarding work on the bridge.

Lyndon Haines moved, seconded by Kirk Chandler to approve the advertising for engineering for preliminary design and some of the environmental work for Unity Bridge. Motion carried.

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Odoms presented a demand warrant payable to Valor Industries in the amount of \$1,442.40 for vehicle repairs on the backhoe trailer.

Kirk Chandler moved, seconded by Lyndon Haines to approve the demand warrant payable to Valor Industries in the amount of \$1,442.40 for vehicle repairs on the backhoe trailer. Motion carried.

Odoms discussed the Road Standards that were adopted in 2013. Maintenance on Bruce Lane and improvements to county roads were discussed. Odoms will review the Road Standards with the Highway District in order to develop uniform standards countywide.

Odoms presented the Washington County Road and Bridge Department Standards and Procedures and the Washington County Solid Waste Department Standards and Procedures to the Board. The group discussed both documents.

Odoms discussed cross training between Road and Bridge and Solid Waste.

Kirk moved, seconded by Lyndon Haines to adopt the Washington County Road and Bridge Department Standards and Procedures and the Washington County Solid Waste Department Standards and Procedures. Motion carried.

IN THE MATTER OF JAIL INSPECTION)

The Board conducted the quarterly jail inspection. The facility was found to be in good repair with no incidents to report.

Motion by Kirk Chandler, seconded by Lyndon Haines and unanimously carried to recess at 2:00 p.m. until February 8, 2021 at 8:45 a.m.

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Chairman, Board of County Commissioners

ATTEST:

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Clerk

A full audio recording of the Commissioner Meeting is available at the Clerk's Office upon request.