

**\*\*\*Monday, July 17, 2017 at 9:00 a.m.,** Commissioners met in regular session with Commissioner LeAlan Pinkerton, Commissioner Walt Kirby, Clerk Glenda Poston and Deputy Clerk Michelle Rohrwasser. Chairman Dan Dinning was out of the office tending to other matters.

9:00 a.m., Road and Bridge Department Superintendent Clint Kimball joined the meeting to give his department report. A written report was presented. Mr. Kimball briefly spoke of matters pertaining to emergency work and what the various funding agencies require.

County Civil Attorney Tevis Hull joined the meeting at 9:08 a.m.

Commissioner Kirby moved to go into executive session pursuant to Idaho Code 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 litigation but imminently likely to be litigated pertaining to indigent and various matters. Acting Chairman Pinkerton yielded the chair to second. Commissioners voted as follows: acting Chairman Pinkerton "aye" and Commissioner Kirby "aye". Motion passed unanimously. 9:30 a.m., the executive session ended. No action was taken.

Those briefly discussed dust abatement.

9:35 a.m., Commissioners held a bid opening for the Snow Creek Bridge project. Present were: Acting Chairman Pinkerton, Commissioner Walt Kirby, Clerk Glenda Poston, Deputy Clerk Michelle Rohrwasser, Road and Bridge Department Superintendent Clint Kimball, and county resident Marty Martinez. The bid opening was recorded.

Two sealed bids were received. True North Steel and Big R Bridge were the two companies that submitted bids. Commissioner Kirby said the revised bid from True North Steel is \$91,630 for the Snow Creek Bridge and \$91,630 for the Caribou Creek Bridge for an overall total bid of \$183,260.00.

Big R Bridge submitted a bid of \$96,754 for the Snow Creek Bridge as well as \$96,754 for the Caribou Creek Bridge for a total bid of \$193,508.

Commissioners asked Mr. Kimball if he is familiar with these companies. Mr. Kimball said he has personally brought from Big R Bridge a number of times and he has done installation work for True North when they had been called Roscoe Steel.

Commissioner Kirby moved to accept the bid from True North Steel for an amount of \$183,260. The motion died for lack of a second.

Commissioner Kirby withdrew his prior motion and moved to continue the bid process until tomorrow at 9:15 a.m., in order to allow the County Road and Bridge Department Superintendent time to review the bid documents. Acting Chairman Pinkerton yielded the chair to second. Motion passed unanimously.

The meeting with Mr. Kimball ended at 9:38 a.m.

Commissioner Kirby moved to sign Certificates of Residency for Anna Roush, Malorie Stippich, Jordan Dally and Judah Draxlir. Acting Chairman Pinkerton yielded the chair to second. Motion passed unanimously.

Commissioner Kirby moved to ratify the signing of the Frontier Communications Letter of Agency and BHSI and One Voice Schedule for the Probation Office at the armory. Acting Chairman Pinkerton yielded the chair to second. Motion passed unanimously.

Commissioner Kirby moved to sign the Idaho Department of Lands grant application and documents for the 2017 HFR Westside Temple Deer Dawson project when the documents are ready. Acting Chairman Pinkerton yielded the chair to second. Motion passed unanimously.

Mr. Martinez left the meeting.

Deputy Clerk Nancy Ryals joined the meeting at 9:42 a.m.

Commissioner Kirby moved to go into closed session pursuant to Idaho Code 31-874. Acting Chairman Pinkerton yielded the chair to second. Motion passed unanimously. 9:44 a.m., Commissioner Kirby moved to go out of closed session. Acting Chairman Pinkerton yielded the chair to second. Motion passed unanimously.

Commissioner Kirby moved to deny indigent case 2017-17. Acting Chairman Pinkerton yielded the chair to second. Motion passed unanimously.

Deputy Clerk Ryals left the meeting at 9:45 a.m.

9:46 a.m., Commissioner Kirby moved to go into executive session pursuant to Idaho Code 74-206(1)b, to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent. Acting Chairman Pinkerton yielded the chair to second. Commissioners voted as follows: Acting Chairman Pinkerton "aye" and Commissioner Kirby "aye". Motion passed unanimously. The executive session ended at 10:00 a.m. No action was taken.

Commissioners tended to administrative duties.

Mr. Martinez returned to the meeting.

10:13 a.m., Commissioner Kirby moved to recess as Boundary County Board of Commissioners and convene as the Boundary County Ambulance Service District Governing Board. Acting Pinkerton yielded the chair to second. Motion passed unanimously.

Commissioner Kirby moved to approve the minutes of the Boundary County Ambulance Service District Governing Board for June 19, 2017. Acting Chairman Pinkerton yielded the chair to second. Motion passed unanimously.

10:14 a.m., Commissioner Kirby moved to adjourn as the Boundary County Ambulance Service District and reconvene as the Boundary County Board of Commissioners. Acting Chairman Pinkerton yielded the chair to second. Motion passed unanimously.

Commissioners tended to administrative duties.

10:26 a.m., Kootenai Tribe of Idaho Facilitator Patty Perry participated in her monthly meeting with Commissioners via telephone. The Kootenai Valley Resource Initiative (KVRI) meeting is tonight, but there

isn't anything on the agenda that requires a decision to be made, according to Ms. Perry. The Forest Service's Washington Office, regional office, supervisor's office, and district office will review the Community Forest Landscape Restoration Act (CFLRA) projects such as Twentymile and Brush Creek project areas. These are the full collaborative projects out of the gate, according to Ms. Perry. This group will also tour the Idaho Forest Group mill and learn about the importance of this mill to these Forest Service projects.

Ms. Perry said also to be discussed at the KVRI meeting is an update on the Caribou recovery and planning processes. There will also be a meeting in August regarding Caribou. Ms. Perry said tonight's KVRI meeting should be a short meeting.

The call with Ms. Perry ended at 10:31 a.m.

Commissioners tended to administrative duties.

10:55 a.m., Boundary County 911 Administrator Crystal Denton joined the meeting to discuss 911 matters.

Ms. Denton said Commissioners had wanted information on 911 so she compiled information from the beginning to this point for Commissioners' review. Ms. Denton had requested \$60,000 for this next budget, according to Clerk Poston. Ms. Denton said she never knows how much she is going to need so she requests a higher amount and will adjust when she knows what funds she will actually receive. Sheriff Kramer has requested funds for radio upgrades totaling \$30,000, according to Clerk Poston. Clerk Poston spoke of how to budget for these types of programs when the amount received is unknown. The trac phone suit has been settled, but Ms. Denton said she hasn't heard how the funds will break down. Funds from the trac phone matter will go into 911 budget revenue. The amount of \$.25 for each phone line will go back to the state, according to Ms. Denton. Ms. Denton will present this next grant application to Commissioners for signature in the next week as it is due by July 31<sup>st</sup>.

The meeting with Ms. Denton ended at 11:12 a.m.

11:17 a.m., Commissioner Kirby moved to go into executive session pursuant to Idaho Code 74-206(1)b, to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. Acting Chairman Pinkerton yielded the chair to second. Commissioners voted as follows: Acting Chairman Pinkerton "aye" and Commissioner Kirby "aye". Motion passed unanimously. The executive session ended at 12:16 p.m. No action was taken.

There being no further meetings, Commissioners recessed until tomorrow at 9:00 a.m.

**\*\*\*Tuesday, July 18, 2017 at 9:00 a.m.,** Commissioners met in regular session with Acting Chairman Pinkerton, Commissioner Walt Kirby, Clerk Glenda Poston, and Deputy Clerk Michelle Rohrwasser.

9:00 a.m., Commissioners held an elected officials/department heads meeting. Present were: Acting Chairman LeAlan Pinkerton, Commissioner Walt Kirby, Clerk Glenda Poston, Courthouse Maintenance John Buckley, Solid Waste Department Superintendent Claine Skeen, Veterans Service Officer John Tucker, Chief Probation Officer Stacy Brown, Prosecutor's Office Manager Tammie Goggia, Extension Office Educator Amy Robertson, Noxious Weeds Department Superintendent Dave Wenk, Chief Deputy

Sheriff Rich Stephens, Chief Deputy Clerk Tracie Isaac, Restorium Administrator Karlene Magee, Assessor Dave Ryals, and Treasurer Sue Larson.

Commissioners went around the room for department updates.

Assessor Ryals said his office is officially done with the 2017 valuation year. The county had four Board of Equalization appeal hearings. Now this office is beginning to work on the 2018 valuation year. Assessor Ryals said his office still has two vacant positions to fill.

Ms. Robertson reviewed aloud various classes the Extension Office is offering.

Mr. Buckley said the Maintenance Department is doing well and it's good having Nick Sabin helping him.

Chief Deputy Sheriff Stephens said the Sheriff's Office is busy.

Treasurer Larson said her office has slowed down since the June collection so her office is starting to work on the fall collection.

Clerk Poston said she is still working on the proposed fiscal year 2017-2018 budget and working to finalize the Solid Waste Department budget with Mr. Skeen. The county's proposed budget will soon be published. Clerk Poston said there were no significant cuts to the budgets that were requested.

Mr. Wenk said he is still working on road weed spraying. Mr. Wenk said he wanted to say that the Courthouse looks really nice and the picture should be updated on the website.

Ms. Magee said she doesn't have much to report on other than the Restorium has two empty rooms.

Chief Deputy Clerk Isaac said the Idaho Counties Risk Management Program (ICRMP) training is now available to take online and she will pass out the instruction sheet on that.

Ms. Goggia said the Prosecutor's Office is busy. Acting Chairman Pinkerton said he has noticed a higher number of females in jail. Chief Deputy Sheriff Stephens spoke of the jail's population.

Ms. Brown mentioned that her staff is working on packing boxes in order to relocate her office to the armory this Thursday.

Mr. Skeen spoke of the system he uses to unload recyclables and how it saves time. The junction site up north has been rearranged so the Idaho Transportation Department could store more sand. The landfill closure report is still in the process of completion.

Acting Chairman Pinkerton informed department heads and elected officials that if there are any personnel conflicts in their offices and it is left alone, it will create an adverse work environment. As department heads and elected officials you are required to address those issues and to calm the personalities. A hostile work environment can become a legal situation. Any kind of behavior other than promoting the county operation will have to stop. Acting Chairman Pinkerton said the county operation needs to be protected and he suggested those present review the county's personnel policy.

Ms. Goggia asked who to approach with questions about the postage meter such as if ink or supplies get low. Assessor Ryals said it used to be someone in his office as the postage meter used to be housed in his office, but anyone can take on that position if they want as everyone uses this meter.

The elected officials/department heads meeting ended at 9:12 a.m.

9:13 a.m., Commissioner Kirby moved to go into executive session pursuant to Idaho Code 74-206(1)b, to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. Acting Chairman Pinkerton yielded the chair to second. Commissioners voted as follows: Acting Chairman Pinkerton "aye" and Commissioner Kirby "aye". Motion passed unanimously. The executive session ended at 10:10 a.m. No action was taken.

Commissioners cancelled the Noxious Weeds Department report.

Commissioner Dan Dinning joined the meeting.

10:10 a.m., Parks and Recreation Board Chairman Rob Tompkins and board member Pam Copeland joined the meeting.

Mr. Tompkins said the Parks and Recreation Department has two maintenance personnel and there is a difference in pay, but that was changed a couple weeks ago. This change affects the Parks and Recreation budget for next year as there are now two positions making the same amount of money, according to Mr. Tompkins. Last year the two positions split a 30 hour work week. Mr. Tompkins said originally the job descriptions for these two positions came through the county and they were not rated the same. Clerk Poston explained what the rates of pay are for the positions. Ms. Copeland provided a recap of how the positions came to be. The Parks and Recreation Department was going to hire a supervisor position and a grounds keeper position. The job descriptions for those positions were reviewed by the Classification Committee, were rated by the Committee and the people were hired, but then the rate of pay was changed from having the grounds keeper position hired at \$9.23 per hour and the supervisor position hired at \$11.40. Since the change both positions are paid \$11.40 per hour.

Chief Deputy Clerk Tracie Isaac joined the meeting at Commissioners' request.

Commissioner Dinning said it would be appropriate to inform the person in the grounds keeper position that the county made a mistake in changing the rate of pay and that the pay has to revert to \$9.23. Chief Deputy Clerk Isaac said she would let this employee know. Mr. Tompkins mentioned the person in the superintendent position will work 40 hours per week, but the maintenance person will work 20 hours per week at \$9.23 per hour. The season for these two positions is approximately 31 weeks depending on the weather and this is for year 2018, according to Mr. Tompkins. Commissioners stated this adjusted rate of pay will be effective the day the employee is informed.

10:23 a.m., Chief Deputy Clerk Isaac left the meeting.

Ms. Copeland and Clerk Poston briefly discussed matters pertaining to the fair.

The meeting with Mr. Tompkins and Ms. Copeland ended at 10:26 a.m.

Commissioner Kirby moved to sign Certificates of Residency for Roxanne Brooks, Matthew Chupp, Michelle Mellem, and Kayla Welton. Commissioner Dinning second. Motion passed unanimously.

10:31 a.m., Commissioner Dinning moved to go into executive session pursuant to Idaho Code 74-206(1)b, to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. Commissioner Kirby second. Commissioners voted as follows: Acting Chairman Pinkerton "aye", Commissioner Dinning "aye" and Commissioner Kirby "aye". Motion passed unanimously. The executive session ended at 11:30 a.m. No action was taken.

Commissioner Kirby moved to sign the deeds for Kevin Merrifield for parcel #RPB0240054A06AA, Ron Sukenik for parcel #RPB0240001009AA and DeAnna Galbraith for parcel #RPB0120015004AA. Commissioner Dinning second. Motion passed unanimously.

Commissioner Kirby moved to approve the minutes for the weeks of May 29 & 30, 2017 and June 26 & 27, 2017. Commissioner Dinning second. Motion passed unanimously.

Commissioner Dinning left the meeting.

There being no further business, the meeting adjourned at 12:06 p.m.

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LeAlan L. Pinkerton, Acting Chairman

ATTEST:

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Glenda Poston, Clerk  
By: Michelle Rohrwasser, Deputy Clerk