

STATE OF IDAHO)
 : ss. Monday, August 1, 2022
County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

Present: Chairman Manwaring
 Commissioner Bair
 Commissioner Lewis
 Lindsey Dalley- Commission Clerk

STAFF MEETING

Present: Pam Eckhardt- County Clerk
 Donavan Harrington- County Assessor
 Jimmy Roberts- County Coroner
 Dusty Whited- Public Works Director
 Scott Reese- Parks & Recreation
 John Dewey- Human Resources Director/County Legal Counsel
 Laraine Pope- Human Resources Technician
 Eric Jackson- Building Maintenance Director
 Addie Jo Harris- Planning & Development
 Cody Lewis- Drug Court
 Paul Rogers- Prosecuting Attorney
 Jeff Gardner- Chief Deputy Sheriff
 Laura Lora- Payroll & Indigent Services
 Sheri Landon- Magistrate/District Court
 Danette Miller- Elections
 Chief Gordon Croft- Blackfoot Police
 Tanna Beal- County Treasurer
Via Zoom: Shawn Hill- Probation Department
Excused: Marc Carroll- City of Blackfoot Mayor
 Scott Mensching- IT Director
 Julie Buck- Extension Office

The Commissioners met with Department Heads and Elected Officials for the August 2022 Staff Meeting. Commissioner Lewis conducted the meeting.

Pledge of Allegiance: Commissioner Lewis

Approval of Minutes for Staff Meeting held on July 2022: Commissioner Lewis confirmed there were no changes to be made and the minutes were approved as written.

Special Presentation: Laraine Pope, Human Resources Technician, stated some employees may not understand the process of amending or approving policies within the Employee Handbook. When requests are submitted, the proposal is sent to the Personnel Board, who consists of only Elected Officials. After which, the feedback received is brought before the Board of County Commissioners for their denial or approval. After the policy is adopted, it is added to the handbook, which is located on the Common "O" Drive. If there are any questions, please contact her.

Employee Years of Service Recognition: Chief Deputy Jeff Gardner recognized Apolonia Ojeda "Pollo", who is a Detention Corporal in the jail facility, for five years of service to Bingham County. He is reliable, level headed and is appreciated.

Chairman Manwaring: Stated discussion was held in regards to adding department heads to the Personnel Board in order to keep all departments involved in upcoming discussions and decisions. When a change is made to any policy, it is first taken to the Personnel Board for input before coming in front of the Board of Commissioners for approval.

Chief Deputy Jeff Gardner stated he believes it is important to have all department heads involved in discussions such as this.

Commissioner Bair added currently the Personnel Board consists of all Elected Officials minus the Commissioners.

Paul Rogers stated that Planning & Development had an interest in adding department heads to the Personnel Board.

Chairman Manwaring added that Lindsey Dalley sends out Staff Meeting Minutes after each meeting but there could be an employee out of the office or on vacation and not see that email. He believes it is important to be sure that all department heads are involved in order to inform the employees.

Commissioner Bair: Last week he attended the National Association of Counties Annual Conference in Denver. There were several programs that could be of interest to the county employees. The first one is called Personal Protection Insurance (PPI), which is an insurance company that is going to be administered through Gallager. This has several benefits involved including but not limited to dental, vision and life insurance. This will be available to all employees and the county would not contribute. Laraine Pope should have additional details available at the upcoming benefits fair.

Next Commissioner Bair briefly discussed Operation Green Light (November 11, 2022), wherein the National Association of Counties wanted to recognize Veterans Day. The entire week will be known as "Green Week" and the National Association of Counties will be sending all counties a green globe to utilize during "Green Week".

Commissioner Lewis: Stated she is on the Behavioral Health Crisis Center Board out of Idaho Falls, who does a lot for Bingham County. United Way, in conjunction with several other agencies, put together a website, findhelpidaho.org, which would be a good resource for several of the county departments to have on hand. Idaho Falls Police and Bonneville County Sheriff's Office has cards in their patrol vehicles when needed.

Clerk Eckhardt: Change in the Clerk's Office beginning today: Lynette George has retired and Patty Walters will be moving to her position with claims and financials; Gina Perschon will be the Chief Deputy and Laura Lora will be the fulltime payroll clerk and retain Veteran's Services and some Indigent Services. They will be making the physical move of desks and offices over the next two weeks.

County Seal:

- The county seal is now completed as per the decision by department heads last month. The seal was created by a graphic artist at Get Found First here in Blackfoot. It took a couple of months of discovery and design and went through multiple changes to get to this final version. If you remember we previously worked a couple of months with the new website company EvoGov to redesign our logo and had employees vote on various designs but discontinued working with them. The comments from that voting helped as we started the process over with Get Found First.
- The new design depicts the mountain views in the county, the Snake River, potatoes, grain, and green fields representing our agricultural community, and the bison representing our county relationship with the Shoshone Bannock Tribes. Also included is the date of establishment of the county in 1885 and "State of Idaho".

- The versions are on the "O" drive under **County Seal 2022 Updated**. There is also a "directions" page explaining the use of the various versions: JPG, PNG, PDF, and Vector. There is also a ZIP file of all the versions. If there are any questions or concerns, please contact Lindsey Dalley at Ext: 3013.
- Changing of vehicle seals and documents were discussed.

Records Retention and Basement Clean Up:

Department heads were given a copy of the Idaho Association of Counties Records Retention Manual, Records Retention Schedule, and Idaho Code 31-871 which is the code guiding the manual. The Clerk's Office had a lot of records being retained in the basement. Some were marked well with retention dates but many were not. This was a project that Clerk Eckhardt has wanted to accomplish for the past 7 years and the Clerk before her tried also but it needed some dedicated personnel time of which we didn't really have. For the last few weeks the Elections Office was willing to take this on as they didn't have an election to prepare for in August. Megan Kearsley and Kelli Robbins reviewed the codes and retention schedules, sorted through boxes, organized the shelving, consulted with many of you on your records, labeled shelving, pulled 350 boxes that were past their retention dates, and labeled the remaining boxes with contents and retention dates.

The boxes then had to be carried up the stairs to the main hall to prepare for the shredding company (no elevator). Eric, Jason and Charlie brought up about 200 of the boxes, many of you answered the email request to help, and Cody Lewis brought up the last 75! Danette, Megan and Kelli organized the box brigade, condensed the records into 250 boxes, which Shred It picked up the next day.

- **If your department stores records in the basement please do the following:**
 - Label all boxes with contents and retention dates. Megan or Kelli can share their template if needed.
 - Use the shelves labeled for your department.
 - At least yearly review your storage area for records that have passed their retention dates.
 - Prepare a resolution for records destruction to be signed by the Commissioners.
 - Have the Prosecutor's Office review if needed.
 - The Clerk or Commissioner's Clerk can assist if needed.
 - To keep the basement clean and in order, please do not use the basement as a storage place for things you do not know what to do with. Everything should have a purpose and a place.

Website Design:

Hopefully all departments have had a chance to meet with the Project Manager to discuss their pages. The cutoff date for meetings was July 29th. Current content will start to be migrated and should be viewable for review in a couple of weeks.

Laura Lora: Stated the end of Fiscal Year is approaching and would like to remind all employees to start thinking about using up any comp time that they may have on the books. If not, any comp time will be paid out at the end of September.

Donavan Harrington: Had no updates at this time.

Dusty Whited: Had no updates at this time.

Jimmy Roberts: Stated that he would like to thank the Commissioners and Chief Deputy Sheriff Jeff Gardner, for assisting in repurposing of a truck for the Coroners Office. Dallen Farmer is the newest

Deputy Coroner and will be training for the next several months. Coroner Roberts stated that he attended a conference in Las Vegas, which was extremely beneficial. During the month of July, the Coroners Office has had 17 cases, of those cases 14 were natural deaths and 3 were accidental deaths.

Scott Reese: Had no updates at this time.

Sheri Landon: Had no updates at this time.

Laraine Pope: Had no updates at this time.

Eric Jackson: Reminded everyone if there are any issues with cooling, please contact him on his cell phone.

Addie Jo Harris: Had no updates at this time.

Shawn Hill: Had no updates at this time.

Cody Lewis: Stated that Misdemeanor Drug Court Graduation is on August 25, 2022 at 4:00 p.m., and Felony Drug Court Graduation is August 30, 2022 at 4:00 p.m.

Paul Rogers: Stated that John Dewey is leaving and his last day is Friday, August 5. He will be going back to Bonneville County as the Chief Deputy Prosecuting Attorney. He stated that he does have a new hire who will start on August 15. If anyone has any questions or concerns, please contact him.

Jeff Gardner- Chief Deputy Sheriff: Stated that he would like to thank John Dewey and Laraine Pope for their assistance with a recent Employee Handbook issue, and thanked the Board of Commissioners as well.

Tanna Beal: Had no updates at this time.

Danette Miller: Stated that she would like to thank those who helped with the project in the basement and moving boxes upstairs. It looks nice and organized downstairs.

Chief Gordon Croft: Has no updates at this time other than he will be working with Clerk Eckhardt on destruction of old records and files that were found downstairs.

Commissioner Lewis confirmed there was nothing further for discussion and stated the next Staff Meeting is scheduled for Monday, September 12, 2022 at 8:30 a.m., as September 5th is Labor Day and the Courthouse is closed.

Nothing further at this time.

PROBATION DEPARTMENT

Present: Shawn Hill- Probation
 Laraine Pope- Human Resources
 Paul Rogers- Prosecuting Attorney

The Board met with Shawn Hill to discuss department updates and other agenda items. Chairman Manwaring welcomed all to the meeting and turned the time over to Mr. Hill.

Mr. Hill stated an interview was conducted for the vacant Adult Misdemeanor Probation Officer position, wherein an offer was made. Currently the starting wage for this position is N20, Step 1 (\$19.61 per hour) but he would request permission to increase the starting wage to an N20, Step 2 (\$20.79 per hour), due to the experience, this individual has.

Laraine Pope, Human Resources concurred and stated her recommendation would be to offer the N20, Step 2. Mr. Hill stated this individual would need to be sent to the Academy, which would be next July.

Decision: Commissioner Bair moved to approve the salary of N20, Step 2 (\$20.789 per hour) for the Adult Misdemeanor Probation Officer. Commissioner Lewis seconded. All voted in favor. the motion carried.

ASSESSOR'S OFFICE/ EXECUTIVE SESSION

Present: Donavan Harrington- County Assessor
 Paul Rogers- Prosecuting Attorney
 Laraine Pope- Human Resources
 Pam Eckhardt- County Clerk

The Board met with Donovan Harrington to discuss department updates and other agenda items. Chairman Manwaring welcomed all to the meeting.

The Board met to hold an Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider personnel matters. Commissioner Lewis moved to go into Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider personnel matters. Commissioner Bair seconded. All voted in favor. The Board moved into Executive Session at 9:44 a.m. Commissioner Lewis moved to go out of Executive Session. Commissioner Bair seconded. All voted in favor. The Board moved out of Executive Session at 9:52 a.m.

Decision: Commissioner Bair moved to approve the pay scale for the Appraisal Supervisor from an N20, Step 10 (\$26.33 per hour) to an N21, Step 10 (\$27.11 per hour), which will take effect immediately. Commissioner Lewis seconded. All voted in favor. The motion carried.

DISCUSSION & DECISION REGARDING THE REQUEST FOR A SECOND RESOURCE OFFICER FOR SNAKE RIVER SCHOOL DISTRICT- REQUESTED BY CHIEF DEPUTY GARDNER

Present: Jeff Gardner- Chief Deputy Sheriff
 Pam Eckhardt- County Clerk
 Paul Rogers- Prosecuting Attorney

The Board met with Chief Deputy Gardner to hold discussion and make a decision regarding the submitted request for a second Resource Officer for Snake River School District. Chairman Manwaring welcomed all to the meeting and turned the time over to Chief Deputy Gardner.

Chief Deputy Gardner explained that he attended a meeting with the Snake River School District, wherein discussion was held in regards to requesting an additional School Resource Officer. This would be beneficial in light of several issues occurring in schools throughout the United States. Snake River School District is doing everything they can to mitigate risk in the schools. Mr. Kress, Superintendent, stated that Snake River School District would be willing to pay wages, if the County would pay the cost for benefits. Chief Deputy Gardner added that the Sheriff's Office has a vehicle available and sufficient equipment to move forward with this request.

Clerk Eckhardt explained that the Snake River School District would cover salary cost in the amount of \$45,447.00 with the 2% increase and Bingham County would pay \$20,596.00 for benefits. The amount being paid to Bingham County for the salary would show as a revenue source for the County. Chief Deputy Gardner added during the summer months, this employee would work solely for the County on patrol.

Commissioner Lewis stated she thinks this is a great idea as it is important to have Law Enforcement in the schools for safety.

Commissioner Bair stated he is reluctant to pay two half salaries and does not want to commit for the future.

Chairman Manwaring stated that other security precautions need to be taken other than just having a second School Resource Officer. Chief Deputy Gardner stated the school district would be updating security plans and continue to have required active shooter trainings.

Decision: Commissioner Lewis moved to add a second School Resource Officer for the Snake River School District to help mitigate risk. Snake River School District will pay the salary for this employee and Bingham County would pay benefit costs and provide equipment. A written agreement will be also be signed between Bingham County and the Snake River School District for this new position. Commissioner Bair seconded. All voted in favor. The motion carried.

CORONER'S OFFICE BUDGET DISCUSSION

Present: Jimmy Roberts- County Coroner
Paul Rogers- Prosecuting Attorney
Pam Eckhardt- County Clerk
Stacy Salazar- Chief Deputy Coroner
Ollie Wimbush- Deputy Prosecuting Attorney
Beth Ann Roberts- Attendee
Laraine Pope- Human Resources

The Board met to discuss the proposed budget for FY 2022-2023 for the Coroner's Office. Chairman Manwaring welcomed all to the meeting and turned the time over to Mr. Roberts.

Mr. Roberts first addressed the salary of the Chief Deputy Coroner, wherein he believes this should be compensated as a second step level (S4, Step 2), which is the same as Detective's. This is reasonable expecting that the Coroner's Office to perform at the same level as a Detective on a scene and produce the same quality of work. Chairman Manwaring stated this is comparing a part-time employee with a full-time employee. When the Chief Deputy Coroner is called out to a scene, they should be paid an hourly wage equal to a second step Detective. His next proposal would be that the Deputy Coroner's be paid the same as an entry level Detective (S4, Step 1). Ms. Pope gave her input stating the idea of the stipend and the hourly rate for time out on any job, is not unreasonable. She has reviewed the documentation provided by Mr. Roberts, wherein she believes that putting in a number of hours when a Deputy Coroner or the Chief Deputy Coroner is called out is a necessity.

Discussion was held in regards to the comparables provided by Mr. Roberts. Commissioner Lewis asked Human Resources if there were in-house comparables for these positions, wherein Ms. Pope stated she did not have those numbers at this time due to the change occurring within the Human Resources Office, along with the lack of time to prepare.

Chairman Manwaring stated the Coroner is an elected position, wherein the last two years Elected Officials have received an increase but there are several years where they do not. Typically, the Elected Officials meet and decide rather or not they would take an increase in order to give the employees at least the 2% cost of living. Two years ago, the County was in a position to approve a 9.5% increase on Elected Officials over a two-year period. He explained that David Lane reviewed the Coroner position, which received a 5% increase each year, making a 10% increase over the last two years. This position has been a part-time position for quite some time and stated that Mr. Roberts knew this was as such when he took the position. When a wage increase is requested, it needs to be part of the budget process to be reviewed.

Discussion was held in regards to autopsies, wherein Mr. Roberts explained that an employee of the Coroner's Office should attend the autopsy no matter what, as they will need to answer any questions that the Pathologist may have and makes that individual a better practitioner. Commissioner Bair stated his concern and explained previously the Coroner's Office transported decedents in a pickup to the

autopsy, wherein there were a few issues and it was decided that would no longer occur. Since that time, it has been either Hawker Funeral Home or Nalder Funeral Home who would complete the transport. He believes out of respect for both the decedent and their family, the transport should be done via a hearse or a van. Stacy Salazar, Chief Deputy Coroner, stated she held discussion with Perry Hawker who was on board and in fact stated they would rather not transport, especially if they have several funeral services and do not have an individual to send on the transport. Commissioner Lewis stated if this does become an option in the future, she believes at this time Hawker and Nalder Funeral Homes should continue transporting and maybe work to add this possible cost into the budget and have further discussion. Mr. Roberts stated that he would like to move forward and keep the conversation open.

Discussion was held in regards to the amount of autopsies that have been completed and the cost involved. Mr. Roberts explained that the cost to have a Coroner employee attend the autopsy and mileage is included in the \$65,000.00 Autopsy budget line item proposed currently. In the future, if the facility in Pocatello were completed, this line item would decrease substantially.

A brief discussion was held in regards to the cost of the vehicle provided by the Sheriff's Office and stated that \$4,000.00 would be reimbursed yearly for the duration of 3 years, for a total reimbursement of \$12,000.00. Mr. Roberts stated the Coroner's Office would need a drawer system installed in that pickup in order to keep supplies and things, which would cost approximately \$5,000.00, with a total of \$9,000.00 for the Capital Fund.

Discussion returned to the pay of the Chief Deputy Coroner and a Deputy Coroner, wherein Commissioner Lewis if a stipend and hourly rate were approved, how that would be placed in the budget. Clerk Eckhardt stated she is unsure, as the amount is unknown at this time. Mr. Roberts stated he reviewed the number of calls each employee attended. Ms. Salazar interjected by stating that she worked 100 hours at \$.22 cents per hour in the month of July and thankfully she has another full time income and is able to serve her community. Mr. Roberts stated within each packet, he has provided case files to show the difference in work of previous cases and current cases to show the quality of work put into each case.

Commissioner Bair stated the numbers need to be added into the budget and he is still not sure of the specific amount being requested for his employees. Clerk Eckhardt stated the original amount requested for all employee salaries was \$28,459.00 total. Ms. Pope confirmed that a Detective is S4, Step 1 at \$23.09 and a S4, Step 2 at \$24.48. Commissioner Lewis stated if \$30,000.00 with both the stipend and hourly rate but she agrees they should be paid for their work. Ms. Pope concurred, as this is how the Detectives are reimbursed. Clerk Eckhardt stated that \$30,000.00 could be budgeted, if it runs over then the amount could increase in the future. The Board reiterated that it would be the responsibility of the Coroner to track hours to be sure that the budgeted amount is not exceeded. These salary increases would start in the new fiscal year. The Chief Deputy Coroner and the Deputy Coroner would be added to the time sheet program to track hours properly and the increases would be solidified via personnel action forms in order to keep record of what is being paid.

Lastly, discussion was held in regards to the Coroner salary proposal, wherein Chairman Manwaring stated this discussion should be held in a meeting with all Elected Officials. Commissioner Bair and Commissioner Lewis both concurred.

Human Resources will review the information and make a recommendation on the appropriate salary.

Clerk Eckhardt will advertise at \$30,000.00 for the Chief Deputy Coroner and the Deputy Coroner's, along with publishing high at \$30,000.00 for the Coroner and meet with the Elected Officials to discuss this specific salary further.

EXECUTIVE SESSION

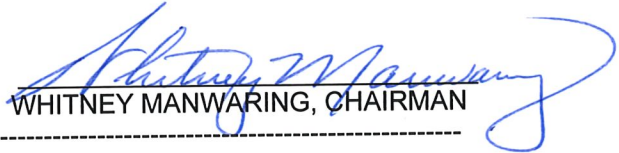
The Board met to hold an Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider personnel matters. Commissioner Bair moved to go into Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider personnel matters. Commissioner Lewis seconded. All voted in favor. The

Board moved into Executive Session at 3:06 p.m. Commissioner Lewis moved to go out of Executive Session. Commissioner Bair seconded. All voted in favor. The Board moved out of Executive Session.

Decision: No decision to be made on the record at this time.

THE MOTION PASSED TO DISMISS UNTIL WEDNESDAY AUGUST 3, 2022


PAMELA W. ECKHARDT, CLERK
Lindsey Dalley- Commission Clerk-----


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Wednesday, August 3, 2022
County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

Present: Chairman Manwaring
 Commissioner Bair
 Commissioner Lewis
 Lindsey Dalley- Deputy Clerk

CASH WARRANTS

Cash Warrants were approved in the amount of \$307.10, \$307.10, \$307.10, \$45.00 & \$45.00 for a total of \$1,011.30.

COLLEGE OF EASTERN IDAHO

A Certificate of Residency was approved by the Board and sent to the College of Eastern Idaho for the following Bingham County students: Danielle L. Valdez, Taylor G. Ker, Lizette Galvan and Taya Robbins.

Decision: Commissioner Bair moved to approve Cash Warrants, Claims & Administrative Documents. Chairman Manwaring seconded. Both voted in favor. The motion carried.

TAX INQUIRIES

The Board met to discuss and make a decision regarding the Tax Inquiries, which were as follows:

RP0250402 Ramirez Abel & Donna Living Trust- Homeowner signed up for Homeowners Exemption for 2022.

Decision: Commissioner Bair moved to approve the Tax Inquiry for RP0250402. Chairman Manwaring seconded. Both voted in favor. The motion carried.

RP0461301 Lawrence Christopher & Michelle- Homeowner signed up for Homeowners Exemption for 2022.

Decision: Commissioner Bair moved to approve the Tax Inquiry for RP0461301. Chairman Manwaring seconded. Both voted in favor. The motion carried.

RP1061600 Davis Valissa & Jaden- Homeowner signed up for Homeowners Exemption for 2022.

Decision: Commissioner Bair moved to approve the Tax Inquiry for RP1061600. Chairman Manwaring seconded. Both voted in favor. The motion carried.

SHERIFF'S OFFICE

Present: Jeff Gardner- Chief Deputy Sheriff
Paul Rogers- Prosecuting Attorney
John Dewey- County Legal Counsel
Excused: Commissioner Lewis

The Board met with Chief Deputy Sheriff Gardner to discuss department updates and other agenda items. Chairman Manwaring welcomed all to the meeting and turned the time over to Chief Deputy Gardner.

Chief Deputy Gardner stated the jail population is currently at 122 inmates. The Prosecutors Office has been working with Lieutenant Fellows to review which inmates are qualified to be released on ankle monitors. There are still 4 state inmates that are currently being held and waiting to be transported.

A brief discussion was held regarding the Request for Qualifications for the Bingham County Jail Expansion Project. Chief Deputy Gardner stated that both John Dewey and Paul Rogers have reviewed with no changes or concerns.

Decision: Commissioner Bair moved to approve the Request for Qualifications for the Bingham County Jail Expansion Project and give Chief Deputy Gardner and Commission Clerk, Lindsey Dalley, the authority to move forward with the publication process. Chairman Manwaring seconded. Both voted in favor. The motion carried.

PUBLIC WORKS

Present: Dusty Whited- Public Works Director
Mayor Barrett- City of Aberdeen
Troy Lenhart- Road & Bridge Supervisor
Paul Rogers- Prosecuting Attorney
John Dewey- County Legal Counsel
Derrick Going- Solid Waste Supervisor

The Board met with Dusty Whited, Public Works Director, to discuss department updates and other agenda items. Chairman Manwaring welcomed all to the meeting and turned the time over to Mayor Barrett.

Mayor Barrett stated that he would like to thank the County Road & Bridge crew for chipping in Aberdeen and he appreciates all of their work. Next, he stated that the City of Aberdeen has been in negotiations to purchase 68.3 acres west of the airport for future development. They have since purchased the property and it is under agricultural irrigation until a plan is in place. In order to proceed, the City will need to get approximately 720 feet of the road closed. More than likely it will not happen for one to two years but would like to start discussion on how the process would proceed. The County would need to hold a vacation hearing to vacate the portion of road that the City owns but is within the County.

Mayor Barrett held communication with FAA, wherein a grant was provided to assist with the purchase of the property. This would be helpful in case of a fire in or an issue with the airports in Pocatello or Idaho Falls.

Commissioners concurred that it would be beneficial to both advertise and hold the Public Hearing in the City of Aberdeen in order to receive the proper input or concerns that the citizens may have. Discussion was held stating that verbiage could be placed within a Resolution stating that this portion of the road would only be vacated if the airport project proceeds. Mr. Whited added, to assist with the grant process, he believes a letter from the County showing their support of the project may be helpful.

Mayor Barrett will move forward and prepare with the Vacation process and submit to Commission Clerk, Lindsey Dalley, to publish and schedule the Public Hearing.

Next, Mr. Whited discussed the Agreement for Professional Services for the 129,000 Pound Truck Route Engineering and Safety Analysis. He explained this would be funded by ITD Funding and the check has already been received. This Agreement will give Keller Associates the ability to proceed with the analysis.

Decision: Commissioner Lewis moved to approve the Agreement for Professional Services with Keller Associates for the project of the 129,000 Pound Truck Route in the amount of \$30,000.00 and the funding has been received from the Idaho Transportation Department. Commissioner Bair seconded. All voted in favor. The motion carried.

Next, Mr. Whited explained the submitted Credit Application for Semi Service Inc., to allow Public Works to purchase truck parts. Chairman Manwaring confirmed there is no credit limit on this particular credit application.

Decision: The Board had no issues and the Credit Application for Semi Service Inc., was approved at this time.

Lastly, Mr. Whited requested that the budget and salary proposal discussion be continued, due to an LHTAC Advisory Meeting in Boise that he was required to attend and he has not had sufficient time to further prepare. A brief discussion was held in regards to the internal comparables required, non-compliance with the handbook and the lack of information that has been provided to Human Resources.

The conclusion was that this matter was rescheduled for a later date. The budget will be published to include the requests in order to be sure they are covered, if approved in the future.

MCDONALDVILLE PROPERTY ACCESS DISCUSSION & DECISION

Present: Gwen Inskeep- County Surveyor
Addie Jo Harris- Planning & Development
John Dewey- County Legal Counsel

The Board met to hold discussion and make a possible decision regarding access to the McDonaldville property (2.61 acres) to be sold at the August 2022 Auction. Chairman Manwaring welcomed all to the meeting and turned the time over to Ms. Inskeep.

Ms. Inskeep stated that she requested this meeting in order to discuss the access to the McDonaldville property that is currently up for auction in August. There currently does not appear to be an existing easement and if one is desired, direction is needed on where that easement needs to come from. Chairman Manwaring stated that Mr. Jensen had approached the Board several years ago stating that he is interested in purchasing this portion of the property as he owns the property right next to the subject property and would have access. With the possibility of this property being sold to someone other than Mr. Jensen, this could be an issue.

Mr. Dewey advised that this property could be sold either way. If the property does not have an access, it may limit the bidding possibility for the interested parties. Commissioner Lewis stated as long as the County discloses there is not an access point, there should not be liability to the County. Mr. Dewey stated that the new owner would have to obtain access on their own.

All Commissioners were in favor of proceeding to auction as is and disclosing the access issue.

Chairman Manwaring stated for the record that this meeting would be continued until 3:00 p.m., in order for Clerk Eckhardt to be present.

Decision: Commissioner Lewis moved to continue the discussion and decision regarding budget until 3:00 p.m. Commissioner Bair seconded. All voted in favor. The motion carried.

PROSECUTOR'S OFFICE

Present: Paul Rogers- Prosecuting Attorney
John Dewey- County Legal Counsel

The Board met with Paul Rogers to discuss department updates.

CONTINUED FROM 11:00 A.M. - FINAL DISCUSSION & DECISION REGARDING FY 2022-2023 COUNTY BUDGET

Present: Pam Eckhardt- County Clerk
Gina Perschon- County Auditor

The Board met with Clerk Eckhardt to hold final discussion and make a decision regarding the FY 2022-2023 County Budget. Chairman Manwaring welcomed all to the meeting and turned the time over to Clerk Eckhardt.

A brief review and discussion was held in regards to the budget for each department.

Clerk Eckhardt stated there is a meeting scheduled for August 17th, to further discuss salary for the Elected Officials.

Discussion was held in regards to the Cost of Living percentage to be given to County employees. Commissioner Bair stated that he would be in favor of a 4% Cost of Living, wherein Chairman Manwaring and Commissioner Lewis disagreed and were in agreeance for remaining at a 2% Cost of Living, due to wanting to keep the levy rate down.

Further, a brief discussion was held in regards to the possibility of giving each employee a one-time merit pay due to the excess funds from HB735, County Indigent Services.

THE MOTION PASSED TO DISMISS UNTIL FRIDAY AUGUST 5, 2022


PAMELA W. ECKHARDT, CLERK
Lindsey Dalley- Commission Clerk


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Friday, August 5, 2022
County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

Present: Chairman Manwaring
Commissioner Bair
Lindsey Dalley- Deputy Clerk
Via Zoom: Commissioner Lewis

CLAIMS

Claims were approved in the amount of \$245,163.04.

COLLEGE OF EASTERN IDAHO

A Certificate of Residency was approved by the Board and sent to the College of Eastern Idaho for the following Bingham County students: Lauren E. Waggoner & Taylor M. Cosentine.

COLLEGE OF SOUTHERN IDAHO

A Certificate of Residency was approved by the Board and sent to the College of Eastern Idaho for the following Bingham County student: Marysol Cruz.

PERSONNEL ACTION FORMS

The Board approved Personnel Action Forms, which were as follows:

Employee Status Sheet- Merit	Administrative Corporal
Salary Increase Form	Scale House Operator
	Solid Waste Lead/Operator

Decision: Commissioner Bair moved to approve Cash Warrants, Claims, Administrative Forms and Personnel Action Forms. Chairman Manwaring seconded. All voted in favor. The motion carried.

DECISION REGARDING THE 2022 NOMINATION FOR AT-LARGE POSITION FOR THE CAPITAL CRIMES DEFENSE FUND

Decision: Commissioner Bair moved to nominate Brian Reed for the At-Large position for the Capital Crimes Defense Fund. Commissioner Lewis seconded. All voted in favor. The motion carried.

DECISION REGARDING THE 2022 NOMINATION FOR THE CAPITAL CRIMES DEFENSE BOARD ELECTION

Decision: Commissioner Bair moved to nominate Whitney Manwaring for the Capital Crimes Defense Board. Commissioner Lewis seconded. All voted in favor. The motion carried.

DISCUSSION & DECISION REGARDING THE REQUEST FOR SPECIAL PUBLIC DEFENDER- REQUESTED BY CLERK ECKHARDT

Present: Pam Eckhardt- County Clerk
Sheri Landon- Court Operations Supervisor
Darren Simpson- Judge

The Board met to hold discussion and make a decision regarding the request for a special Public Defender in regards to a Post-Conviction Appeal filed by Melanie Smith. Chairman Manwaring welcomed all to the meeting and turned the time over to Judge Simpson

Judge Simpson stated there have been some changes within the Public Defense Contract as Nathan Rivera has elected to forego maintaining the contract. Briana Rosier was the Public Defender who covered for Mr. Rivera and she is an excellent attorney. There has been an appeal filed in the appropriate timeline by Melanie Smith, for Post-Conviction Relief alleging that previous Counsel, Mr. Archibald was ineffective. In the event of this allegation, Ms. Rosier was appointed to the Appeal case and Melanie

Smith has met with her on several occasion building a good working relationship. Judge Simpson stated he has concerns regarding appointment of another attorney where this relationship has gone well. Ms. Rosier is moving to Georgia but is willing to continue this case at the rate of \$100.00 per hour for out of court/zoom hearings and \$150.00 per hour for in person court hearings, plus travel expenses. In speaking with Ms. Rosier, it is anticipated that she would meet with her client via zoom for preparation. The Evidentiary Hearing is the only hearing that Ms. Rosier would need to be in person, which is anticipated to last two days. The expenses added would be airline ticket, per diem and hotel. Judge Simpson stated that the funding is available in the budget but due to the special expenses, he is before the Board for final approval. There are other attorneys that are able to cover this case but they are hopeful that Ms. Rosier could continue due to the nature of the charge and the working relationship she has with Ms. Smith.

Chairman Manwaring asked if there have been issues with clients who would rather meet with their counsel in person, to which Judge Simpson stated that Ms. Rosier has met with her client person and he does not believe that zoom meetings would be an issue at this point.

Clerk Eckhardt added there is the ability to apply for extraordinary litigation funding through the PEC, which could assist with the cost. This funding is solely for cases that take an increased amount of work, which she believes this would fall under that category.

Commissioner Lewis stated she would be in favor of allowing Ms. Rosier to continue representing the Appellant. Clerk Eckhardt has stated that special funding is available for special circumstances and that the Appellant have counsel that she can communicate with. Therefore, she believes it would be appropriate to keep Ms. Rosier on the case at this time. Chairman Manwaring concurred and stated he would worry if counsel was changed and the possible conflict that may arise.

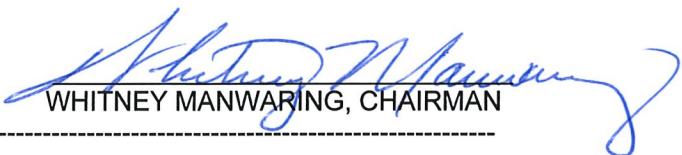
Judge Simpson reiterated to the Board that he is not able to guarantee how many days the Evidentiary Hearing would take. The Evidentiary Hearing will require that Ms. Smith be in person, as well as whomever the attorney may be.

Commissioner Bair stated he is reluctant to have Ms. Rosier continue due to the extra expense that would be paid, when there is a local attorney who could cover just as well and he would like to save the large expense if possible. He reiterated that he would be in favor of Manuel Murdoch taking on this Appeal.

Decision: Commissioner Lewis moved to allow Briana Rosier to continue representing Melanie Smith on the Post-Conviction Relief, due to the special circumstances, which would include additional costs but could apply for extra funding. Chairman Manwaring seconded. In favor- Chairman Manwaring and Commissioner Lewis. In opposition- Commissioner Bair. The motion carried.

THE MOTION PASSED TO DISMISS UNTIL MONDAY AUGUST 8, 2022


PAMELA W. ECKHARDT, CLERK
Lindsey Dalley- Commission Clerk-----


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Monday, August 8, 2022
County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

Present: Chairman Manwaring
 Commissioner Bair
 Commissioner Lewis
 Lindsey Dalley- Deputy Clerk

EXECUTIVE SESSION

The Board met to hold an Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider personnel matters. Commissioner Lewis moved to go into Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider personnel matters. Commissioner Bair seconded. All voted in favor. The Board moved into Executive Session at 2:07 p.m. Commissioner Lewis moved to go out of Executive Session. Chairman Manwaring seconded. All voted in favor. The Board moved out of Executive Session at 2:32 p.m.

Decision: Chairman Manwaring stated discussion was held in regards to the Human Resources Director position and when the vacancy was opened, it was not emailed out to County employees nor posted on the bulletin board. At this time, Lindsey Dalley, Commission Clerk, will email the job vacancy to all County employees.

REQUEST FOR APPROVAL ON AUTHORIZING A MAIN LINE EXTENSION TO THE PROPERTY EAST OF THE BLM FIRE STATION IN THE AREA FORMERLY INCORPORATED AS ATOMIC CITY AND APPROVAL OF A CLAW BACK AGREEMENT- REQUESTED BY STEVEN ADAMS

Present: Pam Eckhardt- County Clerk
 Gwen Inskeep- County Surveyor
 Tiffany Olsen- Planning & Development Director
 Paul Rogers- Prosecuting Attorney
 Ryan Jolley- Chief Deputy Prosecuting Attorney
 Ollie Wimbish- Deputy Prosecuting Attorney
 Steven Adams- Choice Services Group
 Dusty Whited- Public Works Director

The Board met to hold discussion and make a possible decision regarding the submitted request for approval to authorize a main line extension to the property East of the BLM fire station in the area formerly incorporated as Atomic City and approval of a Claw Back Agreement, which was requested by Steven Adams. Chairman Manwaring welcomed all to the meeting and turned the time over to Mr. Adams.

Mr. Adams stated the engineer that was completing a study on the water system and stated there is capacity for the project. He stated that he has worked close with Dusty Whited who had him send the engineering design to the contractor, attesting that they have reviewed and their expectations have been met.

Chairman Manwaring read an email from Kyle Jones, HLE, which stated, "For the parcel next to the BLM building, I don't see a problem having them extend the main line and add a fire hydrant at the end of the main line. The main line extension would need to be designed by an Engineer but shouldn't take much and then get DEQ approval. Is he just trying to get water services for one home or a new subdivision?"

300- feet of 8-inch main line is costing approximately \$75 per foot of pipe, roughly, estimating the main line extension it would be \$22,500 for the installation of the pipe, \$6,500 for a new hydrant at the end of the line. Then if there were a water service than there would be more cost, along with cost to design and submit to DEQ as well.

Mr. Adams stated since this email, the system has been engineered and when the engineer looked at the system, he stated that a fire hydrant could not be installed as it is only a six-inch main line through the city but there has to be a cleaning valve that is similar. This is all shown in the design and was worked through with the County Staff.

Chairman Manwaring stated he is unsure how this would happen prior to the Auction, wherein the Atomic City Water System will be sold. Mr. Adams responded by stating he knew this would not be complete prior to the sale but he would need permission from whomever is running the system before he can move forward. This was a four-month process and he does not want to start from beginning with the new authority. Mr. Adams stated he thinks that this extension will add value to the property for the auction and possibly bring in additional bidders as it would show that it is growing.

Paul Rogers stated if the Board made the decision to approve this request, the decision would transfer with the system and could be placed as a condition. He stated that the Agreement is not ready for signing as there are correction to be made and definitions to be clarified. Overall, it is a good Agreement and if that is what the Board would like to do, the changes could be made and this could be executed at a later date.

Mr. Rogers referred to paragraph 17; it looks as though this was meant to encompass more than one county. His opinion is this agreement should be more specific to Bingham County.

In paragraph 14; the County agrees to not allow any developer but the way developer is written, it restricts the developer from being benefited from the property. It also states that there are exhibits, to which there are none attached.

Mr. Adams stated he has no concerns with the proposed changes and clarifications. Further discussion was held in regards to the progress and extension of the system. Mr. Adams stated this is a project that he has been pursuing since the email that was first sent to Clerk Eckhardt several months ago. The request for this meeting was two and a half weeks ago and it was not something he tried to schedule right before the sale. It is a municipal system and rather the County runs the system or a private entity, someone has to be the caretaker of the system.

Commissioner Lewis stated everything done by the County has a fee or cost by resolution. As there are no set fees for this system, how would that work for Bingham County. Mr. Adams stated this is not a hookup for service, this is adding to the actual system. The fee would be 100% cost and payment for the addition, which he would pay fully for. Once the project is completed, there would be hookup and meter fees.

Commissioner Lewis stated her concern is that the County has no process to follow pertaining to this type of request and it concerns her to do anything that may affect future dealings with the system if it is not sold. Mr. Rogers stated he could draft a document showing the process in which this would proceed. Depending on how the sale goes, there could be months before it is turned over to the new owner.

Clerk Eckhardt added that the current cost for hook up to the water system is \$2,500.00 as placed prior to the disincorporation of Atomic City and she feels that is the number used in order to remain consistent. Commissioner Lewis concurred.

Planning and Development Director, Tiffany Olsen, stated anytime infrastructure is added rather it be water, sewer or gas, it is a value. She would respectfully, from an economic development point, state that infrastructure is a value to Bingham County. Although this subject area has not seen a significant amount

of development, there are requests that come through her office that could be a viable location if they were able to put in certain infrastructure.

Mr. Adams added that the INL is growing and this proposal will assist with that but if the County does not wish to proceed, he will not go any further with this project.

Discussion was held in regards to the timing, wherein Mr. Adams stated he had a contractor who is working on this project and if that were to come through, the timing would work, with a potential of being completed by early next Spring. There again, he has not been in touch with DEQ and is unsure of the time it would take to received their approval. Mr. Adams added it is the duty of the Board as Elected Officials to review requests such as these to see if it is a reasonable request for the system. Chairman Manwaring stated he does not have an issue with approving this request but if there is a contract, legal needs to review and approve after all changes have been made.

Clerk Eckhardt asked for clarification if the Chairman would be advising, if approved, of the extension and they would have to follow the agreement. Chairman Manwaring confirmed and stated that this agreement would be part of the sale of the property and it would be disclosed. Mr. Rogers stated his concern, if this is approved, is possible restrictions on the County being able to sell the property. Mr. Rogers added that the County could allow the extension but the future owner could choose to not follow through. Adding lines to the system does have value and it could be a difficult decision to the Board but could be stated within the Agreement that it may not be guaranteed after the sale of the system.

Mr. Adams stated this is a government service and there is always additions being made to public utilities and he does not believe that this would be a liability to the future owner. It is another extension and would assist in paying bills, along with an \$80,000.00 infrastructure improvement at no cost to the owner.

Decision: Commissioner Bair moved to approve the Application for Extension of the Water Line in Atomic City for approximately 1,085 feet of 6-inch PVC pipe. Commissioner Lewis seconded and added that this information would be disclosed at the auction. All voted in favor. The motion carried.

DISCUSSION & DECISION REGARDING COUNTY BUDGET AND HEALTH INSURANCE COST-REQUESTED BY CLERK ECKHARDT.

Present: Pam Eckhardt- County Clerk
Gina Perschon- County Auditor
Dusty Whited- Public Works Director

The Board met with Clerk Eckhardt to discuss and make a decision regarding County Budget and the increase health insurance cost. Chairman Manwaring welcomed all to the meeting and turned the time over to Clerk Eckhardt.

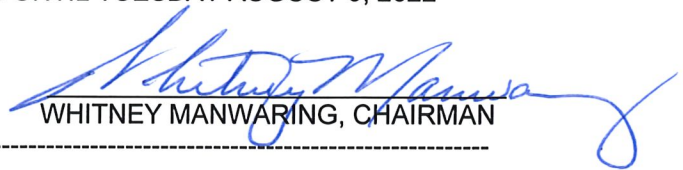
Clerk Eckhardt stated originally when working on the budget, she counted for the County's portion of the 9.5% increase on health insurance but it was not until she was working with payroll when it was questioned if the 50/50 split would remain the same. While doing further research, it was found that in giving a 2% cost of living, most employees would be taken by the increase in the health insurance. She is before the Board today to inquire if the County would like to absorb the cost to the employees, as has been done in the past.

Commissioner Lewis stated she would approve of the County covering the entire 9.5% increase in medical costs. Chairman Manwaring and Commissioner Bair were also in agreeance.

Decision: Commissioner Lewis moved that the County cover the entire 9.5% increase in health insurance, instead of the employee covering said cost. Commissioner Bair seconded. All voted in favor. The motion carried.

THE MOTION PASSED TO DISMISS UNTIL TUESDAY AUGUST 9, 2022


PAMELA W. ECKHARDT, CLERK
Lindsey Dalley- Commission Clerk-----


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Tuesday, August 9, 2022
County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

Present: Chairman Manwaring
 Commissioner Bair
 Commissioner Lewis
 Lindsey Dalley- Commission Clerk

MEETING TO RECEIVE THE PLANNING & ZONING COMMISSIONS RECOMMENDATION TO APPROVE THE JKW SUBDIVISION PRELIMINARY PLAT- REQUESTED BY COLBY & NATALIE HULSE

Present: Tiffany Olsen- Planning & Development Director
 Addie Jo Harris- Planning & Development
 Ryan Jolley- Chief Deputy Prosecuting Attorney

The Board held a meeting to receive the Planning & Zoning Commissions recommendation to approve the JKW Subdivision Preliminary Plat- Requested by Colby & Natalie Hulse. Chairman Manwaring welcomed all to the meeting, introductions were held and the time was turned over to Ms. Harris.

Ms. Harris presented the Staff Report for the record.

Commissioner Lewis explained that the Reason & Decision state that it will be a new pressurized irrigation system but on less than four acres, where there is no road, the County usually does not do a Development Agreement and asked if enforcement of this would become a civil matter. Planning & Development Director Tiffany Olsen responded by explaining that traditionally there has not been a Development Agreement for an Application such as this but Planning & Development will begin doing so on all infrastructure pursuant to Bingham County Code Section 10-14-11. Commissioner Lewis confirmed with Director Olsen that there would be a Development Agreement for this infrastructure upon approval by legal counsel.

Commissioner Bair asked for clarification regarding pressurized irrigation on the property, to which Ms. Harris confirmed there is current irrigation for farming purposes and it would need to be converted to be used for residential purposes. Director Olsen added there would be a pump and associated mechanisms installed for each lot. If there was an existing system, Planning & Development would require a letter from the engineer stating that the system is functional and provides enough capacity for each lot.

Chairman Manwaring confirmed with Ms. Harris that the concerns addressed by David Romrell were taken care of, to which she stated they had.

Commissioner Bair stated this property is within the City of Firth Area of Impact and asked if there was any concerns received. Ms. Harris stated that notice was provided and there were no concerns or feedback received. Ms. Olsen added there are no specific guidelines on growth within the City of Firth Area of Impact Agreement.

Decision: Commissioner Lewis moved to uphold the recommendation of the Planning & Zoning Commission, to approve the request by Colby and Natalie Hulse to approve a 2-Lot Subdivision to be known as "JKW Acres". To ensure that pressurized irrigation is installed, a Development Agreement will be signed prior to the approval of the Final Plat. Commissioner Bair seconded. All voted in favor. The motion carried.

Request for Reconsideration/Judicial Review: Upon denial or approval of a Zone Change, with adverse conditions, pursuant to Idaho Code Section 67-6535(2)(b), the Applicant or affected person seeking Judicial Review of compliance with the provisions of this section must first seek reconsideration of the final decision within fourteen (14) days. Such written request must identify specific deficiencies in the decision for which reconsideration is sought.

Regulatory Takings: Additionally, the Applicant may request a regulatory takings analysis as per Idaho Code Section 67-8003. An affected person aggrieved by a final decision concerning matters identified in Section 67-6521(1)(a), Idaho Code may within twenty-eight (28) days after all remedies have been exhausted under local ordinance, seek Judicial Review as provided by Chapter 52, Title 67, Idaho Code.

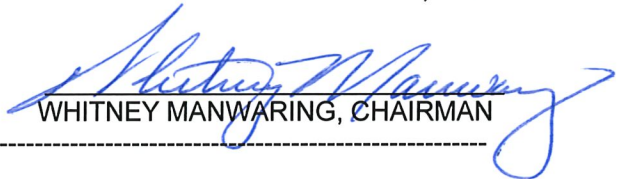
PLANNING & DEVELOPMENT

Present: Tiffany Olsen- Planning & Development Director
Addie Jo Harris- Planning & Development
Ryan Jolley- Chief Deputy Prosecuting Attorney

The Board met with Tiffany Olsen to discuss department updates within the Planning & Development Division.

THE MOTION PASSED TO DISMISS UNTIL WEDNESDAY AUGUST 10, 2022


PAMELA W. ECKHARDT, CLERK
Lindsey Dalley- Commission Clerk


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Wednesday, August 10, 2022
County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

Present: Chairman Manwaring
Commissioner Bair
Commissioner Lewis
Lindsey Dalley- Commission Clerk

COMMISSIONER MINUTES FROM JUNE 1-17, 2022

Decision: Commissioner Bair moved to approve the Commissioner Minutes from June 1-17, 2022. Commissioner Lewis seconded. All voted in favor. The motion carried.

PERSONNEL BOARD MEMBER DECISION

The Board met to approve additional members to be added to the Personnel Board. Chairman Manwaring stated a previous meeting was held wherein there was discussion held in regards to adding several department heads who supervise larger departments, to the Personnel Board. The members proposed to

be added were Tiffany Olsen- Planning & Development, Dusty Whited- Public Works & Shawn Hill- Probation.

Decision: Commissioner Bair moved to add the Planning & Development Director, Public Works Director & Probation Services Director, to the Personnel Board. Commissioner Lewis seconded. All voted in favor. The motion carried.

TAX INQUIRIES

The Board met to approve submitted Tax Inquiries, which were as follows:

MH352S3OSE0080	Beck, Kelly & Janet- Homeowner signed up for the Homeowners Exemption for 2022.
RP1421770	Porter, Anthony & Amy- Homeowner signed up for the Homeowners Exemption for 2022.
RP1320600	Casey, Lance & Paula- Homeowner signed up for the Homeowners Exemption for 2022.
RP1203200	Taylor, Blake & Ayala Roxana- Homeowner signed up for the Homeowners Exemption for 2022.
RP 5005402	Keeton, Stephanie Lee- Homeowner signed up for the Homeowners Exemption for 2022.

Decision: Commissioner Lewis moved to approve the Tax Inquiries as presented. Commissioner Bair seconded. All voted in favor. The motion carried.

JAIL INSPECTION

The Board of Commissioners attended the Jail Inspection with Chief Deputy Sheriff Jeff Gardner.

SHERIFF'S OFFICE

Present: Jeff Gardner- Chief Deputy Sheriff
Dusty Whited- Public Works Director

The Board met with Chief Deputy Gardner to discuss updates within the Sheriff's Office.

Decision: This matter will be put on hold at this time in order to gather additional quotes.

PUBLIC WORKS

Present: Dusty Whited- Public Works Director

The Board met with Dusty Whited to discuss department updates.

MEETING WITH JODY JACKMAN- FAIR BOARD MEMBER, TO DISCUSS ANY UPDATES OR CONCERNS PERTAINING TO THE UPCOMING EASTERN IDAHO STATE FAIR.

Present: Jody Jackman- Fair Board Member

The Board met with Jody Jackman to discuss any updates or concerns pertaining to the upcoming Eastern Idaho State Fair.

APPROVAL OF REASON & DECISION FOR ZONING AMENDMENT FROM "R" RESIDENTIAL TO "C1" LIGHT COMMERCIAL FOR APPROXIMATELY 1.04 ACRES LOCATED AT 1205 W. HIGHWAY 39, SUBMITTED BY THADDEAUS SCOTT

Present: Tiffany Olsen- Planning & Development Director

Decision: Commissioner Lewis moved to approve the Reason & Decision for Zoning Amendment from "R" Residential to "C1" Light Commercial for approximately 1.04 acres located at 1205 W. Highway 39, submitted by Thaddeaus Scott. Commissioner Bair seconded. All voted in favor. The motion carried.

DECISION REGARDING EQUIPMENT & SERVICE SUPPLY CONTRACT WITH YOST OFFICE SYSTEMS- REQUESTED BY TIFFANY OLSEN

Present: Tiffany Olsen- Planning & Development Director

The Board met to discuss and make a decision regarding the Equipment & Service Supply Contract with Yost Office Systems. Chairman Manwaring welcomed all to the meeting and turned the time over to Ms. Olsen.

Ms. Olsen stated she has negotiated the contract and has since gained a credit in the amount of \$576.69. This was to receive a smaller based rate and enlarging what the contract allows, therefore decreasing overages in cost. This contract would effectively begin January 1, 2023 as opposed to August 10, 2023 and would be 8 months of savings.

Decision: Commissioner Bair moved to approve the Equipment & Service Supply Contract with Yost Office Systems for the Bingham County Planning & Development Department for a Kyocera Copier/Printer. Chairman Manwaring seconded. All voted in favor. The motion carried.

DECISION REGARDING ASSISTANT DIRECTOR/LEAD PLANNER POSITION EFFECTIVE DATE

Present: Tiffany Olsen- Planning & Development Director

The Board met with Tiffany Olsen to discuss the Assistant Director/Lead Planner job description and effective date. Chairman Manwaring welcomed all to the meeting and turned the time over to Director Olsen.

Director Olsen discussed the Assistant Director/Lead Planner job description and stated the previous proposal was for the salary N23 pay grade category. The Board asked that she prepare a job description, with the consensus of Human Resources, which has been completed. It is before the Board today and she asked that said description be approved, along with the N23, Step 4 and ask that it be in effect as of August 1, 2022.

Decision: Commissioner Bair moved to approve the Assistant Director/Lead Planner job description at N23, Step 4 (\$24.08), to be effective in August of 2022. Commissioner Lewis seconded. All voted in favor. The motion carried.

DECISION REGARDING PERMIT TECHNICIAN/ASSISTANT PLANNER POSITION EFFECTIVE DATE

Present: Tiffany Olsen- Planning & Development Director

The Board met with Tiffany Olsen to discuss the Assistant Planner/Permit Technician job description and effective date for pay. Chairman Manwaring welcomed all to the meeting and turned the time over to Director Olsen.

Director Olsen discussed the Permit Technician/Assistant Planner position, which has been discussed previously. The specific employee has been providing assistance in this capacity since June and when this was presented previously, a pay grade of N16, Step 2 to which Human Resources concurred. It was suggested that this employee pass the Permit Technician exam prior to this increase. She has spoken with this employee and in the process have learned that there are parts of that position that are not used within their department currently. They could but it would take additional time and training to have that completed. Where the items added into the job description are pursuant to the Assistant Planner position that has nothing to do with the Permit Technician position. She would like the Board's permission to go ahead and have this promotion approved for the month of August and direct her to be sure that the employee completes the exam.

Commissioner Lewis asked what the time line was to get the exam completed, wherein Director Olsen stated the employee would like to attend a course, which would be in spring of 2023 but she believes that the written exam without the course is attainable. This employee reached her one-year anniversary last month in July. Director Olsen added that she would check with the Board in six months to discuss progress or completion if it were not attainable but she does not anticipate that would be an issue.

Commissioner Lewis questioned Director Olsen regarding a previous statement, wherein she stated the budget for the Planning & Development Department was tight and they had expended 83% currently. She asked if this is approved for the month of August where would that put the budget. Director Olsen responded by stating there are funds they do not plan to expend in travel/training fund as well as some in the publications fund that could assist in covering this increase.

Decision: Commissioner Lewis moved to approve the Permit Technician/Assistant Planner job description with a salary of N16, Step 2, starting in August, pursuant to the final review of job description and approval by the Human Resources Department. Commissioner Bair seconded. All voted in favor. The motion carried.

DECISION REGARDING WATER LINE AGREEMENT FOR MAIN LINE EXTENSION TO PROPERTY EAST OF THE BLM FIRE STATION IN THE AREA FORMERLY INCORPORATED AS ATOMIC CITY- REQUESTED BY STEVEN ADAMS

Present: Tiffany Olsen- Planning & Development Director
Steven Adams- Requested meeting

The Board met to hold discussion and make a possible decision regarding the Water Line Agreement for main line extension to the property East of the BLM fire station in the area formerly incorporated as Atomic City. Chairman Manwaring welcomed all to the meeting and stated there were changes to be made to the Agreement, which have not been done.

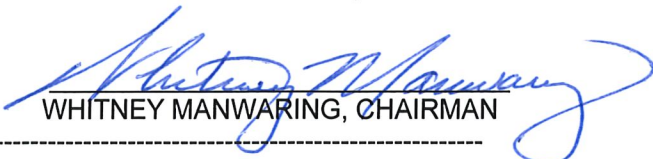
Commissioner Clerk, Lindsey Dalley, attempted to contact Mr. Adams, to which there was no response and a voicemail was left.

At this time the Board felt that this matter should be rescheduled due to Legal Counsel being absent, as well as no response from Mr. Adams.

Decision: No decision was made at this time and this decision was continued until Friday, August 12, 2022 at 8:15 a.m. for final approval.

THE MOTION PASSED TO DISMISS UNTIL FRIDAY AUGUST 12, 2022


PAMELA W. ECKHARDT, CLERK
Lindsey Dalley- Commission Clerk-----


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Friday, August 12, 2022
County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

Present: Chairman Manwaring
Commissioner Bair
Commissioner Lewis
Lindsey Dalley- Commission Clerk

CONTINUED FROM AUGUST 10, 2022- DECISION REGARDING WATER LINE AGREEMENT FOR MAIN LINE EXTENSION TO THE PROPERTY TO THE EAST OF THE BLM FIRE STATION IN THE AREA FORMERLY INCORPORATED AS ATOMIC CITY- REQUESTED BY STEVEN ADAMS

Present: Steven Adams- Requested Meeting
Amanda Willard- Planning & Development

Chairman Manwaring welcomed all to the meeting and explained that this matter had been continued from August 10th in order for changes to be made to the Agreement, which has been completed by Paul Rogers, Prosecuting Attorney.

Decision: Commissioner Lewis moved to approve the Water Line Extension Agreement to be made with Choice Services Group, LLC. Said agreement has several errors to be changed and wording within number 14 to match Legal Counsels recommendation, along with adding Exhibit B and clarify that this is in Bingham County. The Agreement will be signed once all changes have been made. Commissioner Bair seconded. All voted in favor. The motion carried.

PRIOR APPROVAL FOR MAJOR PURCHASE OF SIGNAGE FROM SIGN UP, FOR THE PLANNING & DEVELOPMENT BUILDING- REQUESTED BY TIFFANY OLSEN

Present: Amanda Willard- Planning & Development
Addie Jo Harris- Planning & Development

The Board met to discuss and make a decision regarding the submitted Prior Approval for Major Purchase for signage from Sign Up, to be placed outside of the Planning & Development Building. Said purchase is in the amount of \$1,197.59, to be paid out of PILT.

Decision: Commissioner Bair moved to approve the Prior Approval for Major Purchase of signage to be placed outside of the Planning & Development Building. Said purchase is in the amount of \$1,197.59, to be paid out of PILT. Commissioner Lewis seconded. All voted in favor. The motion carried.

ALCOHOL CATERING PERMIT- JOSE NAVARRETE

The Board met to approve the Alcohol Catering Permit for Jose Navarrete for an employee appreciation event to be held by Spudnik Equipment on August 12, 2022.

Decision: Commissioner Lewis moved to approve the Alcohol Catering Permit for Jose Navarrete for an employee appreciation event to be held by Spudnik Equipment on August 12, 2022. Commissioner Bair seconded. All voted in favor. The motion carried.

CLAIMS

Claims were approved in the amount of \$373,313.59.

Decision: Commissioner Bair moved to approve Claims in the amount of \$373,313.59. Commissioner Lewis seconded. All voted in favor. The motion carried.

EMERGENCY MEETING PURSUANT TO IDAHO CODE SECTION 74-204, TO RECONVENE THE BOARD OF EQUALIZATION, IN ORDER TO ADDRESS PROPERTY ASSET VALUES ADDED TO THE TAX ROLLS IN ERROR

- Present: Donavan Harrington- County Assessor
- Debbie Cunningham- Chief Deputy Assessor
- Audree Barzee- Assessor's Office
- Pam Eckhardt- County Clerk
- Via Phone: Chairman Manwaring
- Excused: Commissioner Lewis

The Board held an Emergency Meeting pursuant to Idaho Code Section 74-204, to reconvene the Board of Equalization in order to address property asset values that were added to the tax rolls in error. Chairman Manwaring welcomed all to the meeting and turned the time over to the Assessor's Office.

Ms. Cunningham explained that Bingham County was notified by the Consulting Appraiser that they were requiring additional information regarding why there was a large increase in category 56, which is Personal Property, specifically construction equipment. Upon providing an explanation, it was reminded that HB565 was passed last in the legislative session this past winter and acted to be retroactive as to the 1st of January, 2022. In that bill, it specifies any self-propelled, self-powered or pull type equipment and machinery that is employed for construction and designed to travel to various job sites is exempted. That was not done with Personal Property was entered, wherein they have since gone back through and pulled the parcels listed that should have been removed and are as follows:

Agricultural Services PP9012000 Exempting \$80,828.00

Decision: Commissioner Bair moved to exempt \$80,828.00 for Agricultural Services- PP9012000. Chairman Manwaring seconded. Both voted in favor. The motion carried.

Chapco Group Inc. PP022030

Ms. Cunningham stated the above entity was included on the list as it had some category 56 but that equipment was determined to be used onsite and does not leave the job site Therefore, there is no exemption to be requested.

Horrocks Ready Mix PP9042602

Ms. Cunningham stated this is the same and has nothing to be exempt at this time.

Loosli Construction PP9053104 Exempting \$132,909.00

Decision: Commissioner Bair moved to exempt \$132,909.00 for Loosli Construction- PP9053104. Chairman Manwaring seconded. Both voted in favor. The motion carried.

Rainmaker LLC DBA
Valley Equipment & Irrigation PP9071201 Exempting \$102,450.00

Decision: Commissioner Bair moved to exempt \$102,450.00 for Rainmaker LLC DBA Valley Equipment & Irrigation- PP9071201. Chairman Manwaring seconded. Both voted in favor. The motion carried.

Steadman Construction Inc. PP9072300 Exempting \$520,640.00

Decision: Commissioner Bair moved to exempt \$520,640.00 for Steadman Construction Inc. Chairman Manwaring seconded. Both voted in favor. The motion carried.

Stolworthy Earth Design LLC PP9072805 Exempting \$93,700.00

Decision: Commissioner Bair moved to exempt \$93,700.00 for Stolworthy Earth Design LLC-PP072805. Chairman Manwaring seconded. Both voted in favor. The motion carried.

Signature Financial LLC PP9087510 Exempting \$356,400.00

Decision: Commissioner Bair moved to exempt \$356,400.00 for Signature Financial LLC-PP9087510. Chairman Manwaring seconded. Both voted in favor. The motion carried.

Oxbow Earthworks Inc. PP9091200 Exempting \$49,565.00

Decision: Commissioner Bair moved to exempt \$49,565.00 for Oxbow Earthworks Inc.- PP9091200. Chairman Manwaring seconded. Both voted in favor. The motion carried.

Nolen Buffi, The Hoe Works PP9092000 Exempting \$160,880.00

Decision: Commissioner Bair moved to exempt \$160,880.00 for Nolen Buffi, The Hoe Works-PP9092000. Chairman Manwaring seconded. Both voted in favor. The motion carried.

Western States Equipment Co. PP9096000 Exempting \$91,035.00

Decision: Commissioner Bair moved to exempt \$91,035.00 for Western States Equipment Co. - PP9096000. Chairman Manwaring seconded. Both voted in favor. The motion carried.

Western States Equipment Co. PP9096100 Exempting \$339,960.00

Decision: Commissioner Bair moved to exempt \$339,960.00 for Western States Equipment Co. - PP9096000. Chairman Manwaring seconded. Both voted in favor. The motion carried.

Western States Equipment Co. PP9096200 Exempting \$4,215.00

Decision: Commissioner Bair moved to exempt \$4,215.00 for Western States Equipment Co. - PP9096200. Chairman Manwaring seconded. Both voted in favor. The motion carried.

Western States Equipment Co. PP9096300 Exempting \$373,539.00

Decision: Commissioner Bair moved to exempt \$373,539.00 for Western States Equipment Co.-PP9096300. Both voted in favor. The motion carried.

Western States Equipment Co. PP9096400 Exempting \$140,445.00

Decision: Commissioner Bair moved to exempt \$373,539.00 for Western States Equipment Co. - PP9096400. Both voted in favor. The motion carried.

Western States Equipment Co. PP9096500 Exempting \$436,343.00

Decision: Commissioner Bair moved to exempt \$436,343.00 for Western States Equipment Co. - PP9096500. Chairman Manwaring seconded. Both voted in favor. The motion carried.

Bateman Bros. Construction Co. PP9097000 Exempting \$169,521.00

Decision: Commissioner Bair moved to exempt \$169,521.00 for Bateman Bros. Construction Co. – PP9097000. Chairman Manwaring seconded. Both voted in favor. The motion carried.

Cannon Builders Inc. PP9098000 Exempting \$301,526.00

Decision: Commissioner Bair moved to exempt \$301,526.00 for Cannon Builders Inc. –PP9098000. Chairman Manwaring seconded. Both voted in favor. The motion carried.

Chairman Manwaring confirmed that letters would be sent to the above entities in regards to the changes that have been made.

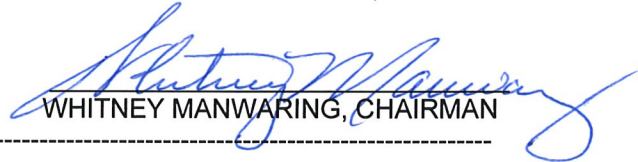
Commissioner Bair moved to go out of the Board of Equalization. Chairman Manwaring seconded. Both voted in favor. The motion carried.

THE MOTION PASSED TO DISMISS UNTIL MONDAY AUGUST 15, 2022



PAMELA W. ECKHARDT, CLERK

Lindsey Dalley- Commission Clerk-----



WHITNEY MANWARING, CHAIRMAN