

MEETING MINUTES OF A REGULAR MEETING BOARD OF ONEIDA COUNTY COMMISSIONERS

The meeting was opened by Commissioner Stokes leading the Pledge of Allegiance and offering a prayer.

Commissioner Lewis called for a review of the agenda. No changes were made.

Commissioner Lewis suggested that the consent agenda be postponed until later in the meeting.

The airport board met to discuss two items. Electricity going to the hangers and snow removal. Currently the hangers are running on power through the airport meter. The commissioners asked the airport board to investigate options to move each hanger to a separate meter. Board chairman Jared Simpson reported that after speaking to a Rocky Mountain Power representative that power could be ran to the hangers from the east side of the county road running parallel to the hangers. The reason the power would need to come from this direction is due to the small transformer where the current meter gets its power. It was thought that the county would be responsible for the cost to run the power under the county road and then install multiple meters on the west side of the road directly behind the hangers. The hanger owners would then pay for the cost to run power from the meter to their respective hangers. The commissioners asked for a dollar amount on this project. Once the estimate has been given the commissioners will readress the issue and make a decision.

Snow removal – recognizing that road and bridge has a priority of roads that must be plowed before they can move snow at the airport, the airport board would like to pursue the purchase of equipment and the rental of a loader to allow them to push all snow at the airport. Their concern is the liability of an aircraft landing on a snowy runway or worse yet hitting a patch of snow or ice left on the runway causing damage to plane or person. The long-term plan is to purchase a loader or tractor to handle the snow removal. A bid was submitted for a HENKE 16-foot snow pusher with coupler. The cost would be \$19,800. The rental for a John Deere 544 loader was quoted at \$2,750.00 per month with the plans to rent for three months. Commissioner Lewis expressed concern with purchasing the 16-foot snow pusher first and then purchasing a loader in the future. The airport board members present said that they were open to suggestions of how to minimize the liability and get the job done correctly and timely. It was noted that a used snow pusher was found and if still available and in good shape will purchased at a significantly lesser cost.

Commissioner Lewis made the motion to approve the lease of the John Deere loader at a cost of \$8,250.00 for three months, and to purchase the HENKE 16-foot snow pusher and coupler for the bid price of \$19,800.

Commissioner Christophersen seconded. all commissioners approved and the motion carried.

Landfill supervisor Steve Ward will be out for six to eight weeks and the county needs to hire someone parttime to operate the trash collection truck. The need for this temporary position is within the next few weeks and there is not enough time to post and interview for the job. A recommendation was given for Nathan Thomson and the commissioners asked about his qualifications.

Commissioner Lewis made the motion to hire Nathan Thompson to fill the temporary part time position of trash collection truck operator during the absence of supervisor Steve Ward. Commissioner Christophersen seconded. All commissioners approved and the motion carried.

Commissioner Lewis made the motion to limit the duration of Nathans work for the county to 9 weeks and to give him a \$14.00 per hour. Commissioner Christophersen seconded. All commissioners approved and the motion carried.

Weed superintendent Mike Larue found a used Polaris 6X6 ATV that he would like to purchase for his department. The cost is \$4,800.00. the commissioners found that there was money for capital expenditures in his budget.

Commissioner Christophersen made the motion to approve the purchase of a used Polaris ATV for the weed department. Commissioner Stokes seconded. All commissioners approved and the motion carried.

The road department would like approval to purchase a used 2014 Dodge Ram from the Federal Surplus program at a cost of \$25,500.00. They indicated that this vehicle would replace a 2003 truck that has incurred a lot of maintenance costs.

Commissioner Christophersen made the motion to approve the purchase of a Federal Surplus 2014 Dodge Ram truck by the road department. Commissioner Stokes seconded. All commissioners approved and the motion carried.

Other equipment was discussed and the commissioners found that the road department has sufficient cash on hand to meet the current budget request for additional equipment and gave approval to search for the items on the Federal Surplus listings. These items consisted of a used ITD snow plow and a truck with controls for spraying roads.

Lise further reported that a second bid was received for the installation of guard rail on a small stretch of road on 2000 North along the gully at the sand ridge however a third company that was contacted for a bid, did not have the time to do the work and could not bid the project. The commissioners asked for a formal report and some documentation regarding the companies where bids were requested for the purpose of documenting efforts of obtaining three bids for compliance with Idaho code.

The claims were reviewed for payment.

Commissioner Christophersen made the motion to approve the claims as submitted.

Commissioner Stokes seconded. All commissioners approved and the motion carried.

The minutes from the October 26th meeting and November 9th meeting were reviewed. Commissioner Lewis questioned the entry on the October 26th report where it stated that the pickleball players would pay \$2.00 dollars per day. His memory was that they would pay \$2.00 dollars per event meaning if they came in the morning and then returned in the afternoon of the same day they would need to pay for each time they came.

Commissioner Christophersen made the motion to approve the Meeting minutes for October 26th, 2020 with the change indicating that pickleball players would pay \$2.00 dollars per event and further to approve the meeting minutes for November 9th, 2020. Commissioner Stokes seconded. All commissioners approved and the motion carried.

The Oneida County Fire District came before the commissioners to request use of the CARES act funding. The Clerk reported that he had called Idaho Association of Counties director Seth Grigg and found that the district was awarded \$6,600.00 dollars specific to them. They were given the contact information for the person administering the CARES act funding for State Controller's Office along with the website that explains the funding and process to follow.

New building inspector Mick Udy spoke to the commissioners about some item that he would like the commissioners to consider along with some equipment that is needed for his office and some software that could aid in tracking and sharing his inspection process with other departments.

He reported that after attending a state building inspector meeting that the county needs to approve the 2018 international code for residential buildings. He further requested permission to purchase the same code book upon the county's adoption of the new code at a cost of around \$300.00 dollars. Mr. Udy further requested that the county require engineered plans rather than allowing the random hand drawn plans or the plans printed direct from the internet. Commissioner Lewis questioned the additional cost to the person requesting the permit and it was reported that engineered plans could cost around \$500.00 to \$1,500.00 dollars depending on the plans. Of the office equipment needed one item is a printer/scanner. It was suggested that since his usage would be small in comparison to the assessor's office and where they have a used copier owned by the county that it might be beneficial to give Mr. Udy the copier in the Assessor's office and then either purchase or lease a new machine as a replacement. They were planning on requesting a new machine in the future and this action would only expedite that action. The Assessor presented bid information from two companies currently being used by other offices. Those companies were Valley office and Yost. Ricoh Was contacted but did not respond with a bid.

To purchase a like machine for the Assessor it would cost around \$3,349. To lease it would be about \$67.21 per month with a per page cost for the maintenance agreement. The commissioners thought that both bid options were reasonable and suggested that the Assessor be given the approval to analyze both machines and then choose the best lease/purchase option and to proceed with getting the machines installed.

Commissioner Stokes made the motion to approve the transfer of the copier in the Assessor's office to the building inspector and to allow the Assessor to either purchase or lease a new machine, as they find in the best interest of the county, from the bids that were received. Commissioner Christophersen seconded. All commissioners approved and the motion carried.

The second item requested was a laptop computer. The reason for this purchase was to keep track of all his inspections and to maintain access to this information without regards to power outages etc.. He would then have the full history of each construction site along with access to the current Code book approved by the county should a contractor question some of the codes. It was further suggested that a software package be purchased for around \$5,500 dollars with a annual maintenance fee of \$3,000.00 dollars for the purpose of this tracking of information along with the sharing of this information with departments that could benefit from this knowledge. While it was understood that this was a significant budget request, Mr. Udy further suggested that the county could cover the cost by initiating a "plan review" fee like surrounding counties. Commissioner Lewis reminded those present that when discussing the option of having the State of Idaho conduct all inspections that they also would mandate at a plan review fee. He further indicated that he would like to reach out to surrounding counties to find just what their process is and then bring this topic back to a future commissioners meeting if the other commissioners were open to the new fee.

Commissioner Stokes made the motion to approve the purchase of a new laptop for the building inspector at a cost not to exceed \$800.00. Commissioner Lewis seconded. All commissioners approved and the motion carried.

Commissioner Lewis asked for a demonstration of the software the Mr. Udy was requesting. The last item that was discussed was a county vehicle for the inspector to use. The Sheriff was willing to let him use the Waterways vehicle which is not needed most days of the year. Maintenance will be his responsibility. The clerk questioned how mileage would be paid where Mick lives in Utah and drives to Malad. This question was raised due to the rare circumstance where an inspection is needed near the Utah boarder. It would not make sense for Mick to drive to the office, obtain a vehicle and then back track to the inspection site when he could simply stop and preform the inspection on his way to the office. Commissioner Lewis acknowledged that we could not pay mileage from his home however he felt in appropriate to pay mileage from the Idaho boarder when conducting inspections prior to arriving at the office.

Commissioner Lewis addressed the scheduled public hearing for a road in Stone Idaho. The road runs north of the intersection at 7700 South and 23500 West. Commissioner Lewis stated that he thinks a lot of citizens will want to participate in this hearing and under the current orders of the governor no gathering of more than 10 people should take place. He is proposing to postpone the public hearing until a later date when larger gatherings are allowed. Possibly some time in March or later of 2021.

Commissioner Lewis made the motion to postpone the scheduled public hearing set for December 9th, until a later date yet to be determined.

Commissioner Stokes seconded. All commissioners approved and the motion carried.

ICRMP board member ballot has been sent to each IAC District V county for voting on a board member. Two names are on the ballot. Commissioner Vaughn Rasmussen from Bear Lake who has served since Oneida Commissioner Daniels retired as commissioner and Commissioner Jeff Hough from Bannock County. Commissioner Stokes said he would cast his vote for Commissioner Hough citing his desire for term limits. Commissioner Lewis voiced his vote for Commissioner Rasmussen.

Commissioner Christophersen made the motion to approve Vaughn Rasmussen as the Oneida County vote for ICRMP board member from IAC District V.

Commissioner Lewis seconded. both commissioner Lewis and Christophersen voted in favor and the motion carried.

A.D.A elevator project. Commissioner Lewis has assembled a committee to look at ways to accomplish compliance with A.D.A. regulations. One of the items explored is the addition of an elevator on the east side of the building. Architect Gary Hunt has submitted a proposed cost of \$21,573 for his services to prepare plans for the design and construction/installation of an elevator. A contract was not available for signature at this time but will be presented in the next meeting.

Commissioner Christophersen made the motion to approve the expense of \$21,573.00 to hire Architect Gary Hunt to provide plans for the design and construction of an elevator for the court house.

Commissioner Stokes seconded. All commissioners approved and the motion carried.

Compensation time payout – Commissioner Lewis informed the rest of the board that three or four employees have exceeded their maximum allowed accrual of comp. time and per the personnel policy must be paid out. The sheriff's department and road and bridge have a maximum of 150 hours they can accrue. The remaining offices and departments in the county have a maximum of 50 hours. The clerk stated that there was a conflict between the federal law that states all hours over the maximum accrual must be paid out as stated in the personnel policy and the actual dollar amount budgeted. The commissioners stated that the policy must be followed at the advice of the county attorney.

All employee's that have exceeded their maximum accrual will be paid out on the current pay period.

Commissioner Stokes brought up the topic of employee Christmas bonus. In the past the county has given a \$20- or \$25-dollar gift card to the local grocery store. It was noted that the IRS views all monetary gifts as taxable and the suggestion was made to give each eligible employee a turkey or other gift rather than money or gift card. All commissioners agreed that it would be best to give them something besides a gift card or an addition to their paycheck. Options that

could be looked at for next year would be a light jacket or hoodie with the county name or logo on it.

Commissioner Stokes made the motion to give all full time and regular part time employees a turkey for Christmas this year.

Commissioner Christophersen seconded. All commissioners approved and the motion carried.

This year the annual vessel fund report shows a remaining balance of \$10,128.00 dollars that must either be allocated to a future project or returned to the State for use in another county. Some of the projects suggested were for training of personnel, dock renovation and trash collection. Commissioner Lewis suggested some investigation on his part before make the designation. The Sheriff was very favorable to the idea of using some money for training in the area of the SCUBA team and surrounding counties that coordinate with Oneida in the effort of SCUBA rescue and recovery events.

This issue will be finalized in the next commissioner meeting.

Two resolutions were presented to the commissioners for approval. The first resolution, #2020-11-01 addressed opening the budget prior to closing out the FY2020 budget year. The second resolution, #2020-11-02 transferred PILT money into those funds that were previously approved to use PILT for their budgets such as the Justice fund along with approved allotments such as was approved for the road and bridge department.

Commissioner Stokes made the motion to approve resolution # 2020-11-01 whereby opening the budget and making adjustments prior to the year-end close out.

Commissioner Christophersen seconded. All commissioners approved and the motion carried.

Commissioner Christophersen made the motion to approve resolution #2020-11-02 whereby transferring PILT money to the Justice fund, the Park and Recreation fund for the purpose of balancing their cash on hand and the road and bridge as approved in the previous meeting for the purpose of aiding their budget.

Commissioner Stokes seconded. All commissioners approved and the motion carried.

Commissioner Christophersen made the motion to hold an executive session per IC 74-206 (1)(d) To consider records that are exempt from disclosure as provided in chapter 1 title 74 of the Idaho code.

Commissioner Stokes seconded. a roll call vote was taken.

Commissioner Stokes – Aye

Commissioner Christophersen – Aye

Commissioner Lewis – Aye

The motion carried.

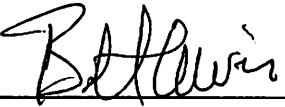
Following the executive session, the following motion was made.

November 23rd, 2020

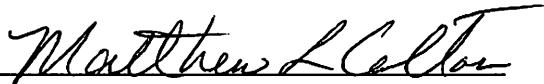
Commissioner Stokes made the motion to deny the medical indigent application #1O-2021-10002 due to the application being an untimely application submitted after the deadline given in Idaho Code.

Commissioner Christophersen seconded. All commissioners approved and the motion carried.

The meeting was adjourned.



Bill Lewis, Chairman



Matthew L. Colton, Clerk