



ONEIDA COUNTY COMMISSIONERS

BILL LEWIS, CHAIRMAN – BOB CHRISTOPHERSEN – KEN ELIASON

10 COURT STREET, MALAD, IDAHO 83252

Meeting minutes for January 10th, 2022

All commissioners present.

Commissioner Eliason opened the meeting with the Pledge of Allegiance and a pray.

Commissioner Lewis called for a review of the agenda.

Commissioner Christophersen made the motion to add event center issues to the agenda for discussion.

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

The commissioners first point of business was to reorganize the board for the coming year.

Commissioner Eliason made the motion to approve Commissioner Lewis as the Chairman for 2022.

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

Commissioner Lewis thought that the TV Translator District should be included in the commissioner assignments and also stated that he would be in favor of changing assignments if the other commissioners wanted a change. The other commissioners were in favor of keeping the same assignments for one more year and Commissioner Christophersen offered to add the TV Translator District to his list of assignments.

Commissioner Christophersen made the motion to keep the commissioner assignments with no change and to add TV Translator District to his list of assignments.

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

The consent agenda was addressed.

Commissioner Eliason made the motion to approve the consent agenda consisting of payment of the claims and approval of the December 13th, and 15th, meeting minutes.

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

Malad City has made the request to allow their construction company permission to set up a base of operations near the county scales south of Malad during the period that the waste water treatment system is being built. The road and bridge supervisor indicated that she could probably find room without hindering the use of the scales. She further stated that the location would still need to be locked as they store their road material at the same location. Mayor Hawkins said she would find out what space would be needed and report back before the commissioners make a final decision.



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Road and Bridge suggested to the commissioners that the new road leading west from the industrial park could be transferred to the city. This road was built with a grant sponsored by the county however the city now owns the land to the north and would have more interest in this road due to future industrial park expansion projects. Mayor Hawkins said she would take the issue before the council and her road foreman. Attorney Brower stated that the transfer would need to be in the form of a legal dedication.

Part time deputy Treasurer – this position was approved previously for a limited number of weeks. Treasurer Love was unable to fill the position and has requested that the time frame for the position be extended as she still needs the help. She did request that the wage could be more flexible incase the person selected was more qualified. Commissioner Lewis suggested leaving the wage at \$14.00 dollars per hour and then seeking more money if the qualifications justified an increase.

Commissioner Lewis made the motion to approve the hiring of a deputy Treasurer for a time frame of up to six months at the rate of \$14.00 dollars per hour.

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

Commissioner Lewis made the motion to stipulate that the part time Treasurer would be hired for up to 19 ½ hours per week without benefits.

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

Cherry Creek Estates PLAT map – It was reported that there were delays in obtaining the final documents for this action. The approval will be moved to the next meeting.

Sheriff vehicles- The Sheriff has ordered a few new vehicles for his patrol fleet. The commissioners would like to move one of the vehicles being replace over to the probation office. Commissioner Lewis suggested looking at a list of all vehicles with the respective mileage on each. This topic will be moved to the next meeting to allow for comment from the sheriff.

Probation copier lease – A bid was presented to the commissioners for a copier from the company Image along with the lease agreements for the copiers used in the clerk's office. The requested copier would cost \$96.00 per month and would include maintenance, toner and 1000 copies per month. All other copies would have an additional charge. The clerk's copiers are \$61.00 per month and includes the option for color copies. The copier in the court clerk's office costs \$63.00 per month. This machine prints black and white only but has an add on for faxing which has a cost of \$12.00 dollars.

Commissioner Lewis stated that because there was no budget line for this expense he was more in favor of the less expensive lease.

Commissioner Eliason made the motion to approve the black and white copier from Valley Office at the rate of \$51.00 per month.

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



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Commissioner Lewis made the motion to approve the signing of the lease for the copier by anyone of the commissioners.

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

Security cameras for the road and bridge department – recent activity at the road and bridge department has caused the foreman to question if a camera system would be of benefit. They would like to explore having about three cameras located around the building and the yard where the equipment is kept. The commissioners suggested that they explore what type of cameras would be used and how they would be monitored. The question of paying for the cameras with Emergency Service grant money was asked. Further investigation will be needed.

A construction grant was awarded to the road and bridge to help with improvements on the road in Holbrook that connects to Power County. The grant was received and the work completed and the grant closeout papers need to be signed.

Commissioner Eliason made the motion to sign the closeout papers for the construction grant for Hwy 37 in Holbrook.

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

Boundary line discrepancies – The owners of a property in the St. John area have land in front of their property that coincides with county property along the Daniels Road. The Daniels Road has several right-angle corners along its path as it moves northwesterly out of the Malad Valley into the Daniels area. These corners have been enhanced with the construction of an additional road that eases the corners by creating a curve to allow traffic to maintain a decent speed without slowing down and actually turning on a 90 degree corner. Because of the construction of these soft curving corners around the 90 degree intersections there is a small triangle shaped portion of land that now resided between the two roads. Most of these sections of land are privately owned but the land in front of the residence in question is owned by the county and according to the Assessor, overlaps the description of the private land to the south. The land owner would like to know which property line is correct as she would like to fence her portion of land and graze her horses. The road and bridge have a concern with the privately owned land between these roads due to the possible construction of houses that could potentially obstruct the view of traffic and also cause other hazards because of their close proximity to a main road with much traffic. Commissioner Lewis indicated that this problem would be a good item to run past the firm hired to help with the development code. This issue is not unique to our county and they may have information on how other counties have handled this issue. The commissioners also suggested that a review of the road maps take place to ensure that the connector (right angle) roads are correctly listed as county roads.

This issue will be taken to the Planning and Zoning Board for review.

Secret Canyon Road findings of fact and conclusion of law – The commissioners approved the road width reduction from 50 feet to 25 feet along this road that runs through private land to the Forest



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Service land. The formal document has been drafted and the commissioners made their final review. Road alignment was questioned and it was suggested that the road was moved to the east several years ago. No changes were made to the Findings of Fact and Conclusion of Law for this road decision.

Commissioner Christophersen made the motion to approve and sign the Findings of Fact and Conclusion of Law for the Secret Canyon Road.

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

Holiday pay – The current personnel policy states that an employee will receive time and one half if they are called out for emergency work on a holiday. The clerk has asked for clarification of this policy due to some offices are scheduled to work, some offices may anticipate working while other offices should never need to work unless it is an actual emergency. Road and bridge were aware of a storm coming in on the Christmas weekend and they scheduled their regular week hours accordingly so they would not accrue to much compensation time. They did take their time off on the last days of their regular week so they did get holiday time off but also had to plow snow on the actual holiday.

Commissioner Christophersen made the motion to approve the time and one half pay for those road and bridge workers that did work on the actual holiday.

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

Road and bridge department report – The training is going well for the new operators hired last fall. The department has received compliments from several citizens and the employees take pride in their efforts. The group works well together. Gravel pit opportunities around the valley were discussed as well as future plans for road paving and grading in the coming year. Commissioner asked if there were enough operators for the department. Dianna replied that she was adequately staffed with the full time and part time operators that will be coming back this summer.

Clerk's department report – The State wide election conference concluded the week prior and a lot of valuable information was shared. The county is anticipating on bond election in March for the Joint School District in Cassia County along with the Primary and General elections in May and November respectively. The Courts are still battling with COVID restrictions on a week to week basis and jury trials are continually being rescheduled.

Public Defense financial report – this report explains how the money received from the state for public defense was spent in 2021.

Commissioner Eliason made the motion to approve the PDC financial report.

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



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The U.S. Census numbers have been released and the commissioner districts have been reviewed. It was determined that a small change to the boundary lines would be needed to ensure compliance with keeping the districts even in number of citizens.

The current maps and new maps showing the change in alignment were presented to the commissioners for approval. The only area of change was around the 600 West, 700 North area.

Commissioner Christophersen made the motion to approve the new boundary lines for the commissioner districts as presented.

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

A cell phone is provided to select employees in the county and Magistrate Judge Dave Hooste is one of them. The cell phone plan allows for phone upgraded every few years and the Judge will receive a new phone as a result. He is making the request to purchase the old phone for the same price as what credit would have been given to the county had the phone been turned back to the provide which is \$130.00 dollars.

Commissioner Eliason made the motion to approve the sale of one used cell phone to Magistrate Judge Dave Hooste in the amount of \$130.00 dollars

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

Primary conflict defender Brendon Taylor has been given a position in Bonneville County as a judge and will no longer be working in Oneida County as an attorney. Prosecutor Brower stated that the county should not seek to find another attorney to fill this position as the State Public Defense frowns on set fee contracts for public defense. The suggestion was to fill the void with the other conflict attorneys already working with the county.

Contractor prequalification for the elevator project – Commissioner Lewis stated that eight contractors showed interest in the project, two had to drop out due to time availability for the project. One failed to submit the packet to the county and five packets were returned to the county.

Commissioner Lewis explained the requirements being asked of the contractor, notably the need to submit all information being requested. If any of the information was not submitted then the contractors may be disqualified to receive an RFP for the project.

Of the five packets that were returned, two contractors submitted all the required documents.

DWA submitted a complete packet along with construction services inc...

Lundahl was missing the financials and public works license.

Valley Design was missing the financials a public works license. The last packet from Grand Enterprises gave concern to Commissioner regarding financials and past performance.

Commissioner Lewis made the suggestion to eliminate Grand Enterprises from bidding. He further suggested that the two companies missing financials and public works licenses be given the opportunity to provide this information at which point they would still be allowed to bid.



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Commissioner Lewis made the motion to approve the following companies to receive a request for proposal (RFP) for the elevator project. Construction Services, DWA Construction, Valley Design and Construction and Lundahl Building and that Lundahl Building and Valley design would need to have their public works license at the time of the bid opening and further that they would need to provide financials if they were the low bid. Also, to deny Grand Enterprise due to past performance and financial reports.

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

Commissioner Lewis and attorney Brower will draft the response letters and notify the contractors.

Building permit comparison for last three years.

	<u>2019</u>	<u>2020</u>	<u>2021</u>
New Homes/additions etc.	14	26	42
Agricultural buildings	46	43	29
Commercial permits	03	0	5

John Deere lease – The airport has made arrangements to lease a John Deere to aid in snow removal for the airport. The lease is for \$4,000.00 dollars per month with an anticipated use of two months. There was some concern that the fund was spending their money faster than the revenues were coming in.

Commissioner Eliason made the motion to approve the lease for the John Deere for the snow removal at the airport.

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

Credit card for building inspector and extension office. Both departments have expressed the desire to obtain their own credit cards for the purpose of paying for fuel and lodging while traveling along with other small office expenses.

Commissioner Eliason made the motion to approve credit cards for the Extension office and the building inspector departments.

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

Commissioner Lewis stated that he would like the board to address adopting a credit card policy.



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Event Center issues. Commissioner Christophersen stated that they have had some trouble with the snow removal, arena heating during rental events along with cleanliness of the restrooms. It was suggested that these issues be addressed with the custodian/scheduler.

Commissioner Lewis made the motion to move into an executive session per Idaho Code 74-206 (1)(d) To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code;

Commissioner Christophersen seconded.

Roll call vote was taken;

Commissioner Eliason aye

Commissioner Lewis aye

Commissioner Christophersen aye

All commissioners approved and the motion carried.

Following the executive session, the commissioners discussed an application for medical indigency case # 10-HW-2

Commissioner Eliason made the motion to deny medical indigent case # 10-HW-2 due to being non indigent per Idaho code.

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

The meeting was adjourned.

A handwritten signature in cursive script, reading "Bill Lewis".

Bill Lewis, Chairman

A handwritten signature in cursive script, reading "Matthew L. Colton".

Matthew L. Colton, Clerk