



ONEIDA COUNTY COMMISSIONERS

BILL LEWIS, CHAIRMAN – BOB CHRISTOPHERSEN – KEN ELIASON

10 COURT STREET, MALAD, IDAHO 83252

Meeting Agenda

November 28th, 2022

Meeting location – Event Center Conference room
459 South Main Street

Meeting start time is 9:00 A.M.

	Consent agenda; payment of claims, approval of meeting minutes.	Action item
	Christmas greetings newspaper	Action item
	Alcohol permit for fireman's ball	Action item
	Emergency Services SHSP grant - memorandum of understanding	Action item
9:30	Brad Hess subdivision review/approval of PLAT map	Action item
	Juvenile justice annual report	Action item
	Renewal of service contract for battery backup system in communications room	Action item
	Sheriff's health concerns	Action item
	Closing on land purchase with Jared Simpson	Action item
	Land care on 6 acres purchased from Jared Simpson – lease	Action item
	Fair board member replacement	Action item
	Crisis Center Gala event – rental of event center Ken	Action item
	Insurance schedule review; hand out packets to departments/commissioners	Discussion
	Ameriben contract for services	Action item
	Treasurer /Auditor quarterly report	Action item
	Holiday pay clarification clerk	Action item
	Road and Bridge Capital improvement plan	Action item
	Generator purchase and electrician cost estimate	Action item
	Septic tank at airport	Action item
	Event Center parking lot lighting bids S. Fannesbeck	Action item
	Cancel taxes home owners RP0066701 Assessor	Action item



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Meeting minutes for November 28th, 2022

Commissioners in attendance: Bill Lewis, Robert Christophersen, Ken Eliason

The meeting was opened with the Pledge of Allegiance and pray offered by Commissioner Lewis.

Commissioner Lewis called for a review of the agenda.

Discussion was requested for the surplus auction update and claims discussion.

Commissioner Christophersen made the motion to add surplus auction to the agenda for discussion and to remove the claims from the consent agenda to allow for discussion and approval.

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

The consent agenda for approving the minutes was addressed.

Commissioner Eliason made the motion to approve the consent agenda which included approval of the meeting minutes.

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

The claims were discussed. Commissioner Christophersen said he would not be attending the Fall county officials institute.

Commissioner Christophersen made the motion to approve the claims.

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

The newspaper asked the commissioners if they would be participating in the holiday greetings in the newspaper this year. the cost was discussed. for a ½ page it will cost about \$621.00 dollars.

Commissioner Christophersen made the motion to approve the holiday advertisement at ½ page for \$621.00 dollars

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

The commissioners reviewed a permit for the sale of alcohol at the fireman's ball that will be held at the county event center. The permit is good for the night of the event only and will cost \$20.00 dollars.

Commissioner Eliason made the motion to approve the single use permit for sale of alcohol at the fireman's ball.

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

The Idaho Office of Emergency Management has requested an MOU be signed in conjunction with the 2023 SHSP grant award.

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The MOU outlines the method and manner by which this grant money can be spent and how it should be tracked.

Commissioner Eliason made the motion to approve and sign the MOU for use of the state SHSP grant money awarded to the emergency operations in Oneida County.

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

Brad Hess met with the commissioners to discuss the status of his plans for a development west of Malad City on State Highway 38. Some of the items in question include; requirements of Idaho Department of Transportation, School District 351 requirements for a school bus route, the State Fire marshal, and U.S. Postal service.

It was indicated that all entities had been contacted and had no issues with the current development as designed. There would be one road for ingress/egress off from the state road. the postal service would have one location for all boxes that would sit inside of the development. Water availability was discussed extensively in regards to being sufficient for the development without impacting surrounding wells and could the septic systems have an impact on the existing wells. Past discussions were brought up and the question was raised as to what the development code actually required noting that the development was being held to the previous version of the code due to the starting of his project prior to the approval of the current code. Question was raised on payment of engineering services and it was stated that there was some uncertainty on what constituted an obligation to the developer compared to engineering work being done on behalf of the county seeking help to better understand a code issue. It was further questioned, when asked about performing a draw down test on a well in that area, as to what standards the test would be held to since the development code did not appear to address a test such as this.

Commissioner Lewis stated that action should be taken in the next meeting if possible.

Juvenile justice annual report for those being helped through a diversion program or supervision during the past year.

Commissioner Christophersen made the motion to approve the annual juvenile justice report as presented.

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

Sheriff Jones presented a service contract for the battery backup system, used during power outages, with the request that it be renewed. A one year renewal would be \$2,800.00 dollars or they could opt for a two year renewal for twice the cost.

Commissioner Christophersen made the motion to approve the renewal of the service contract for the sheriff's battery back up system for two years at a cost of \$5,600.00 dollars.

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

Health concerns – the sheriff stated that with the work being performed on the elevator project that a lot of dust is being created due to the cutting and boring of the cement walls etc. He further explained that several of his employees have experienced issues with breathing. These issues have been significant enough to send them to the doctor's office. Commissioner Lewis stated that he will visit with the contractor and have plastic covers placed over the openings between the construction area and the main building to reduce the transmission of dust into the work space of the county employees.

Commissioner Lewis made the motion to authorize the purchase of an air purifier for the dispatch center to help with the air quality.

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

Land purchase – Commissioner Lewis spoke with Northern Title and found that the purchase of six acres of land north of the fair grounds is ready to move forward. The commissioners need to give a final approval of the cost and terms of the sale and then sign the documents. The cost will be \$20,000.00 dollars per acre plus a portion of the closing costs.

Commissioner Eliason made the motion to approve and sign the commitment for title insurance and all closing documents for the purchase of six acres of land north of the fair grounds.

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

The commissioners questioned the best way use of the land prior to the time they can conduct improvements. It was suggested that the seller, Jared Simpson, be allowed to continue to farm this land, possibly for a small fee. The commissioners agreed that something should be done to keep it from turning into a weed patch. A lease will need to be drafted for approval.

Commissioner Christophersen made the motion to approve the lease of the land to Jared Simpson to farm if he is willing.

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

Commissioner Eliason will visit with Jared and a lease will be addressed in a future meeting.

Fair board member replacement – Eric Eliason was selected as one that could fill this position and it was reported that he would be willing to serve in this capacity.

Commissioner Eliason made the motion to approve Eric Eliason as the newest member of the fair board.

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

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The Oneida Crisis Center conducts a gala event every year to help raise funding for their cause. They have scheduled their next event in the county event center and have requested a waiver for the rental fee. Commissioner Lewis stated that he felt they should pay something as the utility costs for the event center still need to be paid. He stated that he recently reviewed the revenue and expense for the event center and the expenses far out weighed the money generated. Commissioner Eliason felt that he could support a 50% reduction if any action was taken.

Commissioner Eliason made the motion to approve a one time reduction of event center rental fees for the Oneida Crisis Center for their 2023 Gala event.

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

Insurance schedule – The clerk reported that he will be giving each department a list of the items from their departments that are on the insurance schedule and ask that they review and make notes as to what items need to be added or have been sold and need to be removed.

Ameriben – this company has been helping with a wage step and grade transition for the county. they also offer human resource services and commissioner Lewis would like the county to consider them as one option as they discuss the needs for a HR person. Ameriben has a standard plan for \$1,600.00 dollars per year with the option to add the HR packet for an additional \$2,400.00 dollars per year.

Commissioner Lewis made the motion to approve the Ameriben standard plan for \$1,600.00 dollars. Commissioner Christophersen seconded. after further discussion it was decided that the upcoming four county commissioner meeting would be a good resource for further investigation on the HR needs and options.

The motion was rescinded.

Treasurer / Auditor quarterly report for the end of the fourth quarter of the 2022 fiscal year was presented.

Commissioner Eliason made the motion to approve the fourth quarter Treasurer/Auditor joint quarterly report.

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

Holiday pay- the clerk asked for clarification on the new holiday pay policy. It was reaffirmed that if a person can take a holiday off then they should do such. The only time a holiday will be paid out is if the employee had no other option and had to work or the shift that employee was working would require someone else to complete. In this instance they will work their own shift and receive compensation for November 28th, 2022



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the holiday. No employee can work regular shifts of 10 hours or 12 hours and still get paid for the holiday if that employee is in a job where they could have observed the holiday.

Road and bridge capital improvement plan – a grant has been found that, if awarded, will rebuild the Woodruff bridge/culvert at no cost to the county. the zero match grant is being processed through the local highway technical assistance council. In order to apply a CAP or capital improvement plan must be signed and returned.

Commissioner Christophersen made the motion to approve the capital improvement plan for the purpose of applying for the grant to rebuild the Woodruff bridge.

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

Generator for road and bridge – This is ongoing discussion and after review of the current bids the commissioners decided that they would like to see price lists for the alternate options that were given. the road supervisor stated that if the generator wasn't paid for from the one time expense money that she would like to take it from her budget.

This topic was tabled until the next meeting.

The airport board would like to install a septic tank near the hangers with the cost being paid by the hanger owners who choose to hook up. In order to proceed they need a letter of support from the county as the property owner, allowing the improvement.

Commissioner Eliason made the motion to approve the installation of a septic system for the airport hangers.

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

Follow up discussion on parking lot lighting for the event center was initiated by extension agent Fannesbeck. Quotes were presented and options addressed. Each bid was for a separate aspect of the overall project plan. Further communication with the vendors will need to take place to ensure that the bids are equal as it pertains to the tasks to be performed.

Commissioner Christophersen made the motion to have the current lights inspected and made operational.

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

Homeowner's exemption has been requested on parcel #RP0066701. This exemption is allowed even after the assessments and tax drive have begun. This is a result of recent legislation.



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Commissioner Christophersen made the motion to approve the tax cancelation on RP0066701 in the amount of \$378.32 as a result of the homeowner's exemption.

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

Commissioner Christophersen reported that the recent auction of excess county property grossed \$75,512.00 dollars.

The meeting was adjourned.

A handwritten signature in blue ink, appearing to read "Bill Lewis", written over a horizontal line.

Bill Lewis, Chairman

A handwritten signature in blue ink, appearing to read "Matthew L. Colton", written over a horizontal line.

Matthew L. Colton, Clerk

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