



ONEIDA COUNTY COMMISSIONERS

BILL LEWIS, CHAIRMAN – BOB CHRISTOPHERSEN – KEN ELIASON

10 COURT STREET, MALAD, IDAHO 83252

Meeting Agenda

December 12th, 2022

Meeting location – Event Center Conference room
459 South Main Street

9:00 A.M.	Consent agenda: claims approval, meeting minutes approval, tax cancellation for homeowners' exemption (HB389), Certificate of Residency for College of Southern Idaho	Action item
9:05	Weather station for the airport board member to present	Action item
9:20	Brad Hess – PLAT map approval	Action item
10:00	Engineering for weed bld.	Action item
10:30	Grant for Historical preservation opportunity Jean Thomas	Action item
	Pickle ball funding request	Action item
	Letter of support for Bannock street rebuild phase II	Action item
	Event center lights	Action item
	Idaho department of Ag and IFA sponsorship money	Action item
	Woodruff bridge grant application	Action item
	Excess property sale resolution: road and bridge – 1977 F350 orange crew cab, non-running	Action item
	Road and bridge seasonal employees to reg. part time in Juniper.	Action item
	Depot road agreement with city	Action item
	Resolution to transfer drug court money to proper fund	Action item
	Approve the annual juvenile justice financial report - Form c	Action item
	Road and street annual report	Action item
	PDC report	Action item
	Annual vessel fund report	Action item
	County alcohol license renewal	Action item
	Policy review (all county policies)	Discussion
	Generator purchase for road and bridge (one-time expenses)	Action item
	Other one-time expenses	Action item
	Dinner with legislatures at mid-winter conference / shared cost with other counties	Action item
	2023 meeting schedule	Action item
	Executive session per IC §74-206 (1)(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.	Action item

(to help avoid delays in meeting schedule, items addressed by the board only may be moved ahead or pushed back as time dictates. All other times will be followed to the extent allowed to ensure good discussion as needed)



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Meeting minutes for December 12th, 2022

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

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

Commissioner Lewis called for a review of the agenda.

The consent agenda was addressed.

Commissioner Lewis made the motion to remove the claims from the consent agenda for discussion. Commissioner Eliason seconded. All commissioners approved and the motion carried.

Commissioner Christophersen made the motion to approve the consent agenda consisting of meeting minutes approval, one Certificate of residency and one homeowners tax exemption request. Commissioner Eliason seconded. All commissioners approved and the motion carried.

The claim for a loader lease at the airport was of concern. The commissioners questioned if the proper bid process had been followed. Attorney Brower outlined the proper process of which the airport board will follow as they rebid for the lease. The commissioners discussed a future purchase of some equipment that could be used for snow removal at the airport rather than leasing equipment each year.

Commissioner Eliason made the motion to approve the claims except for the loader lease for the airport.

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

Weather station at the airport – a second option for reporting weather at the airport was submitted to the commissioners. This option has been recommended by personnel at the aeronautics division of the Idaho State Transportation Department and has a significantly smaller price tag. This option has been bid at \$9,995.00 dollars and will require minimal maintenance. It was unclear if installation was included in this price. The airport board reported that power was available at the location between the runway and apron where they would install the station if approved. The hopes are to provide better weather reports for incoming air traffic, including life flight, should the need arise.

Commissioner Eliason made the motion to approve up to \$9,995.00 dollars as a one time expense for the proposed weather station requested by the airport board.

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

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Brad Hess housing development – more discussion took place regarding water availability, well testing studies for the area around the development and other compliance issues such as easements and water drainage. More reports were shared by Mr. Hess. County contracted engineer Stephen Freiburger also participated in the conversation via telephone.

Some of the costs associated with the engineering and development were disputed however Mr. Hess and the commissioners were able to come to a consensus on amounts due.

Commissioner Eliason made the motion to bill for 50% of invoice # 72922-2, or \$261.95, for road standards review to be deposited back into the road and bridge fund.

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

Commissioner Eliason made the motion to bill full price for invoice # 3 in the amount of \$5,422.50 with \$427.50 going to road and bridge with the remainder going to planning and zoning. Invoice #822-253 will be cancelled due to duplicate billing.

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

Jean Thomas, of the County approved Certified Local Government board, would like to help the curators of the Legion Building obtain status on the national registry for historic buildings. She has come before the commissioner to request approval to hire a consultant to work with the CLG board and officers of the American Legion. Funding will come through grants.

Commissioner Christophersen made the motion to approve and sign the Memorandum of Agreement to aid in the effort of placing the legion building on the national registry of historic buildings.

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

Weed building – Commissioner Lewis has scheduled a meeting with Jared Lusk of Contract Services, to speak with the board of commissioners regarding how his company can assist in the process of building a new weed building and possibly on the remodel of the court room. Jared will come to the next meeting to present options.

Pickleball funding for city courts – Malad City citizens have asked the county to help fund the installation of pickleball courts at the city park. The commissioners will address when they discuss one time expenses later in the meeting.

Malad City Support letter – Malad is working on a grant request for phase II of their Bannock Street rebuild and has asked the county to write a letter of support that can be added to the application.



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Commissioner Eliason made the motion to approve the support letter for the Malad City grant application for phase II of Bannock Street rebuild.

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

Woodruff bridge- a grant application was signed and sent to the state for the purpose of seeking money to rebuild the woodruff bridge. The application is now before the board for a ratifying vote.

Commissioner Christophersen made the motion to ratify the action of signing the grant application for the Woodruff Bridge rebuild.

Commissioners Eliason seconded. All commissioner approved and the motion carried.

Two bids for the installation of new lights and poles in the parking area at the event center were reviewed. The first bid comes from Electrical Construction and Sales in the amount of \$37,936.05 dollars.

The second bid comes from Stateline Electrical Contractors in the amount of \$21,013.00 dollars. Both bids are for installation of the cement base and labor. The light fixtures and hardware are separate and will come from CED lighting at a cost of \$7,631.00 dollars for six poles and eleven light fixtures along with 3 RV and convenience outlets on three poles.

Commissioner Eliason made the motion to approve the bid from Stateline Electrical Contractors to install new light poles in the event center parking area.

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

Commissioner Eliason made the motion to approve the temporary reconstruction of the light poles and to purchase simple lighting for the existing poles, should the lead time on the new equipment be longer than two weeks, to minimize any liability issues.

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

Extension office sponsorship money – Extension agent Sawyer Fannesbeck reported that he has received sponsorship money to aid in training supplies and refreshments for some of his training classes. At the request of the clerk he has come before the board to explain the new revenue and to seek authority to spend this money even though he may exceed his budget. The clerk explained that it was like receiving a grant mid-year and that the budget could be amended at the end of the year if needed.

Commissioner Christophersen made the motion to approve the expense of current and future sponsorship money received by the extension agent for the remainder of the current fiscal year.

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

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Resolution #2022-12-01 authorizing the sale of a road and bridge truck for scrap price was introduced. The 1977 - Ford F350 is not running and considered scrap and it was recommended that it be sold for scrap price of \$120.00 per ton with an estimated weight of two tons for a total cost of \$240.00 dollars.

Commissioner Eliason made the motion to approve resolution #2022-12-01 authorizing the sale of a 1977 Ford F350 at the scrap price of \$240.00 dollars.

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

Seasonal employees for road and bridge – Currently the department hires two citizens in the Juniper area to plow the roads during the winter months. The recommendation is to change these employees to regular part time employees rather than seasonal.

Commissioner Christophersen made the motion to approve making the seasonal employees in Juniper, regular part time employees.

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

Backup generator for the road department – it was determined that the generator cost and installation cost were separate and under the limit requiring bids. Funding sources were discussed including emergency services grants. The quote of \$37,910.00 from United Rental was the preferred generator and will require about \$12,698.00 for wiring to allow hook up to the maintenance shop. Supervisor Dredge stated that if the commissioners didn't want to pay for the generator from their one time expense fund that she would like permission to purchase from her department budget.

Commissioner Christophersen made the motion to approve the purchase of the United Rental generator for \$37,910 and installation/ wiring fees of \$12,698.00, with 50% of the cost coming from commissioners one time money and the remainder being paid from the road department budget.

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

Road and Street report – this financial report for the road department also includes a general accounting of road miles worked including new roads built and roads that have been chip sealed or graded.

It also outlines anticipated expenses for future road work and deferred road work because of the lack of funding.

Commissioner Eliason made the motion to approve the annual road and street financial report.

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



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Transfer of money from Court Coordinator fund to Justice fund – for several years the state helped fund the court coordinator position in Oneida County. Probation was filling this role with wages coming from the Justice fund however the funding was given to the auditor for deposit in the coordinator trust fund. Resolution #2022-12-02 comes before the commissioners to reassign this money to the fund where the wages were being paid. The study incorporated eleven years of which the state contributed \$6,000.00 dollar per year for a total of \$66,000.00 dollars. if approved, resolution 2022-12-02 will transfer \$66,000.00 dollars to the Justice fund.

Commissioner Lewis made the motion to approve resolution 2022-12-02 whereby transferring \$66,000.00 dollars from the specialty court coordinator fund to the justice fund.

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

Juvenile justice annual financial report was presented for approval. The report shows how state monies were spent and how county money was utilized to fund the probation department.

Commissioner Eliason made the motion to approve the juvenile justice annual financial report.

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

A state public defense commission financial report was reviewed. This report gave an accounting of county expenses for public defense and how the state funding was utilized in this effort.

Commissioner Eliason made the motion to approve the public defense financial report.

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

County alcohol licenses were presented for approval for 2023 calendar year. All county licenses are issued after the state license has been approved and commissioners have given their approval. Currently there are eleven licenses issued in Oneida County.

Commissioner Eliason made the motion to approve the county beer and alcohol licenses for 2023 calendar year.

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

County policies were presented to the commissioners for review with the intent to see if any changes were needed. Currently the county has policies for personnel, vehicle use, cell phone use along with an information/IT policy for computer use. The commissioners also suggested that the county look into adopting a credit card policy, records retention policy, an expenditure policy, a policy for employment onboarding and job acceptance letters and an operations policy for the event center.

Future discussion will follow.

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Commissioner Lewis shared a list of one time expenses to be considered as they work towards updating the county facilities with some of the federal funding that has been received. Some of the more necessary items listed include a new building for the weed department, a bulk fuel tank for gasoline to be used by all departments, and remodeling other buildings such as the court room.

The commissioners received an invite to meet with our legislative representatives at the Mid-Winter conference during a dinner meal. This time will be used to lobby them on behalf of the counties best interest concerning any legislation that is being considered. The three counties in legislative dist. #27 have been asked to share the cost for representatives' meals.

Commissioner Eliason made the motion to support the legislative representatives meeting and share in the cost for their meal.

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

The 2023 meeting schedule was approved with all meetings being held on the second and fourth Mondays of each month except for Columbus Day and Christmas Day.

Commissioner Lewis made the motion to approve the dates as listed.

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

Commissioner Christophersen made the motion to move into an executive session per IC § 74-206 (1)(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

A roll call vote was taken

Commissioner Lewis – Aye

Commissioner Eliason – Aye

Commissioners Christophersen – Aye

The vote was unanimous and the motion carried.

Following the executive session, the meeting was adjourned.

Handwritten signature of Bill Lewis in black ink.

Bill Lewis, Chairman

Handwritten signature of Matthew L. Colton in black ink.

Matthew L. Colton, Clerk

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