



ONEIDA COUNTY COMMISSIONERS

Bill Lewis, Chairman – Ken Eliason – Brian Jeppsen

459 South Main St, Malad, ID 83252

Commissioner's Meeting
25 NOVEMBER 2024 – 12:00 PM

REGULAR

* RECORDING# 241125-0094 *

IN ATTENDANCE: County Commissioner Chair Bill Lewis, Commissioner Brian Jeppsen, and Commissioner Ken Eliason.

Commissioner Lewis opened the meeting by asking Commissioner Jeppsen to lead the pledge and offer a prayer.

Commissioner Eliason motioned to accept the agenda as presented. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Commissioner Eliason motioned to accept the certificate of residency, and the approval meeting minutes as presented. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Commissioner Jeppsen had a question about the \$218.62 claim for Thomas Market for the Town Hall meeting on October 30, 2024, which was \$18.62 above the limit approved by commissioners from the contingency fund.

Commissioner Jeppsen motioned to approve the payment of claims with the adjustment on the item for the Town Hall meeting refreshments that had an overage of \$18.62. Seconded by Commissioner Eliason. All ayes. Motion carried.

Cybersecurity and an IT contract were discussed. TJ Burbank with IT Specialists would like to go from a "break-fix" model to a managed services model. The "break-fix" model links all managed computers and will notify IT of any issues, which makes it a more proactive model versus being primarily reactive. A virtual agent would monitor and send notifications automatically, often before a user notices an issue. Installations and updates can be deployed to all networked computers within a few minutes instead of having to manually install or download things one computer at a time.

Commissioner Jeppsen motioned to accept the proposal from IT Specialists for their IT management services to cover the computers in possession of the county. Seconded by Commissioner Eliason. All ayes. Motion carried.

A county YouTube channel was again discussed as an option for public service announcements, possibly broadcasting meetings, and sharing county information. The conference room in the event center is set up to record, but it is not known how the cameras are tied in to equipment and another concern was audio quality without the use of a microphone. Currently there isn't a need to justify any expense towards equipment and there are other options besides a YouTube channel (i.e. Facebook livestream, Zoom, etc.).

A tax cancellation request was presented, as the party should have only been billed for the 9-months of occupancy instead of the full year.

Commissioner Eliason motioned to cancel the 2024 property taxes on parcel number RP003502 in the amount of \$2,499.08 based on 9-month occupancy for a new construction. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Oneida County Hospital Administrator John Williams shared possible plans and goals for the hospital based on a conversation with the clerk's office regarding the hospital's recently acquired Travis & Jacobson properties and their insurability as county-owned entities with the county's property & casualty insurance, ICRMP. Commissioners, Clerk Lon Colton, and Administrator John Williams discussed the possibility of amending the property deeds with the County as grantor instead of the hospital (which is a county-owned entity). The insurance will provide coverage for the physical buildings once they have satisfactory documentation that shows the properties are county owned.

Commissioner Lewis motioned to delegate Clerk Lon Colton to work with ICRMP insurance to determine what wording needs to be on the deed for the Jacobson and Travis properties in order to be covered on Oneida County's ICRMP policy. Seconded by Commissioner Eliason. All ayes. Motion carried.

Prior to the motion, the commissioners expressed interest in seeing a 5-year or 10-year plan for the hospital and commended the forward-thinking administration and their ability to continue running a successful healthcare facility in Malad. To this, Administrator Williams briefly explained that the clinic is actually owned by another party and the hospital rents the space for a reasonable amount and has made improvements to the property over time. There is discussion on

whether the owner(s) would be willing to sell the property to the hospital or if the hospital would eventually need to build a new clinic on an equal-sized space on the Jacobson property, which was purchased by the hospital without the need for outside funding. Additionally, the assisted living center is not owned by the hospital, but the hospital would like to. Resident Sandy Facer is interested in selling part of her backyard to the hospital. The Travis property was purchased and the home on that property is being remodeled for staff housing.

County Probation Officer Gabe Jimenez presented the probation report for the timeframe of October 1, 2023 – September 30, 2024. During this time:

- 9 juveniles were placed under diversion contracts
- 9 juveniles were successfully discharged from diversion contract
- 10 juveniles successfully discharged from probation
- 19 petitions filed during the reporting period
- 15 probation violations
- 2 felonies listed on petition
- 24 misdemeanors listed on petition
- 1 status offense listed on petition
- 14 juveniles in the cohort group with 4 of them committing a new misdemeanor or felony during the probationary period
- 14 juveniles performing a total of 188-hours of community service
- A total of \$614.40 of restitution was collected during the reporting period.

Commissioner Jeppsen motioned to approve the County Annual Juvenile Justice Probation report as presented by Probation Officer Gabe Jimenez. Seconded by Commissioner Eliason. All ayes. Motion carried.

A follow up to the recent emergency communications exercise was given by Emergency Services Manager Dan Williams. There were 79 check-ins on the radio, which was a great community response. During the exercise, facilitators successfully reached out to Box Elder, Cache, Bannock, and Caribou counties with ham radios. Mr. Williams explained that the county VHF / UHF radio has the capability to reach out to emergency services but it needs a new battery and EMPG funds for maintenance and supplies could be used to cover the cost.

Commissioner Eliason motioned to approve Emergency Manager Dan Williams purchasing a new radio battery. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

The road and bridge department has the opportunity to apply for a Surface Transportation Program (STP) Rural Grant for a 5-mile stretch on the Arbon Valley Road. This grant is similar to the one for the current Bannock Street project. For the Arbon Valley Road grant, Oneida County would be responsible for approximately 7.34% of the project's estimated cost of \$3-million to \$5-million, but could cover that cost by also applying for a Local Highway Technical Assistance Council (LHTAC) grant. Before anything can happen, a grant application must be submitted to see if Oneida County qualifies for the STP grant. Keller & Associates would write the grant application for a nominal fee of \$500.

Commissioner Eliason motioned to accept the agreement for professional services between Oneida County & Keller Associates Incorporated for a Federal-Aid Rural Surface Transportation Block Grant (STBG) Application. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

A refund request was presented by Planning & Zoning Administrator Rhonda Neal, who explained that a concept plan for Sam Naylor received a permit under the 2018 Development Code. Mr. Naylor returned to the planning and zoning office in March 2023, two weeks after the permit expired (which was then under the new development code). Ultimately, Mr. Naylor decided to abandon the project and decided to build a home on the property instead. Mr. Naylor requested a refund of the original \$4,900 fee. According to the 2018 Development Code, up to 80% may be refunded if the permit was not expired. Mrs. Neal stated there was approximately \$1,000 in county work and expenses related to Mr. Naylor's permit.

Commissioner Jeppsen motioned to refund Sam Naylor 80% of the \$4,902 fee that was paid back in 2021, which comes to \$3,921.60. Seconded by Commissioner Eliason. All ayes. Motion carried.

Planning and Zoning Administrator Rhonda Neal stated her office is currently using an old phone and needs two business phones for the two employees in the P&Z office. Mrs. Neal came prepared with quotes, but chose to table her request when the commissioners shared that they have been gathering quotes for upgrades to the county phone system but have not yet finalized those plans. Commissioner Lewis and the Clerk's office were tasked with

obtaining final quotes that include the additional phone line(s) for the P&Z office.

The commissioners recently approved a fee schedule for planning and zoning. Resolution number 2024-11-01 was drawn up by Fuller & Fuller and presented to the board of commissioners.

Commissioner Jeppsen motioned to accept resolution number 2024-11-01, a resolution of the Board of County Commissioners of the County of Oneida, State of Idaho, establishing the County Planning & Zoning Fee Schedule. Seconded by Commissioner Eliason. All ayes. Motion carried.

Building and Grounds Maintenance Manager Tory Richardson requested approval for the purchase of a snowblower as the current snowblower is temperamental, is difficult to maneuver when clearing the access ramp at the courthouse, and the county employee tasked with using the snowblower is unable to use it due to physical limitations that cannot be accommodated with the current machine.

Commissioner Lewis motioned to authorize the purchase of a snowblower for use at the courthouse. Seconded by Commissioner Eliason. All ayes. Motion carried.

County Weed Supervisor Cody Clyde presented the board of commissioners with quotes for two machines to replace the worn-out machines currently used. Mr. Clyde prefers the Can-Am machines as they have pre-drilled holes he can use to mount the spray tanks. The Can-Am's also come with a \$750 rebate.

Commissioner Eliason motioned to accept Northstar's Ultimate Outdoors bid for the two 2024 Can-Am 500 cc's model # IDRA00 with a \$750 rebate bringing the total price of \$7,130 each with the rebate off. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Commissioner's highlighted topics from the recent County Officials Institute training. Some of those topics included:

- An Indigent Non-Medical Resolution to clarify the county's obligation
- The benefits of regular elected official & department head meetings
- Prosecuting Attorney's give legal advice, not policies

- Validated the need for Fee Schedules & Impact Fees
- Area of Impact is a county responsibility; the city is part of the discussion
- No liability insurance available to cover P&Z violations to citizens
 - *Per Attorney Lyle Fuller, under the new development code the Planning and Zoning commission does not have final say on many things as they must come before the board of commissioners (still no coverage for any P&Z issue).*
 - *Non-coverage of violations would be a primary reason for the P&Z to consult with Fuller & Fuller, the county's contracted attorneys.*
- Ordinances must be in accordance with the comprehensive plan.
 - *If there was ever a dispute, the law would go back to the comprehensive plan, which could nullify the ordinance in question.*
- Seth Griggs with Idaho Associated Counties offers a myriad of trainings for all departments, free of charge.
 - *Commissioners are interested in hosting multi-county trainings in Malad.*
- Open meeting laws
 - *i.e. During public hearings, if people are coming up with the same point, the commissioners may ask if there is anyone there with a differing opinion but cannot ask for a vote.*
- The Attorney General's guide for ethics in government is available online

The county is holding an Idaho Counties Risk Management Program (ICRMP) training for representatives across Oneida County (board members, department managers/employees, city officials) and delegates from four neighboring counties on December 4, 2024. Pizza will be provided for lunch, and questions and topics are being gathered to submit to the trainer. ICRMP is the property and casualty insurance and risk management service used by many Idaho county governments, including Oneida County.

Commissioner Lewis motioned to authorize lunch for the ICRMP training for employees and surrounding counties. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Sheriff-Elect Doug Williams stated there is a need for protective bollards (vertical barriers or posts) and canopy being placed at the county's bulk fuel pump

station as well as a canopy for the access ramp at the courthouse. As safety is a priority, Commissioner Lewis will request proposals be gathered by the county building maintenance manager, Tory Richardson.

Commissioner Lewis motioned to move into executive session per Idaho Code 74-206(b) *To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.* Seconded by Commissioner Eliason. Roll call vote was taken: Aye from Commissioner Lewis, Aye from Commissioner Jeppsen, and Aye from Commissioner Eliason.

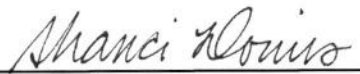
Commissioner Lewis motioned to move out of executive session. Seconded by Commissioner Eliason. All ayes. Motion carried.

Commissioner Lewis motioned to adjourn. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

***** Meeting adjourned by 3:45 pm*****



Bill Lewis, Chairman



Shanci Dorius, Deputy Clerk