



ONEIDA COUNTY COMMISSIONERS

Bill Lewis, Chairman – Ken Eliason – Brian Jeppsen

459 South Main St, Malad, ID 83252

Commissioner's Meeting
27 MAY 2025 – 9:00 AM

REGULAR

*** RECORDING# 250527-0133 & 250527-0134 ***

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

Commissioner Lewis opened the meeting and with a pledge and a prayer.

Approve Agenda

An agenda item was added as it could not wait until the next commissioner meeting.

Commissioner Eliason motioned to add to the agenda, "Weeds – Lack of Funding for Cost Share for the State of Idaho". Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Consent Agenda, Payment of Claims, and Approval of Meeting Minutes

Commissioner Eliason motioned to accept the meeting minutes. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Commissioner Jeppsen inquired about the purpose of a claim for Blue Knight Security. It is a company that transports prisoners to the location of a bench warrant, and Oneida County recently had three transports.

Commissioner Jeppsen motioned to approve the payment of claims as presented. Seconded by Commissioner Eliason. All ayes. Motion carried.

Total # of Payments	Fund Description	Amount Paid
30	GENERAL FUND/CURRENT EXPENSE	\$5,792.24
30	ROAD AND BRIDGE	\$60,859.47
2	AIRPORT	\$237.49
14	AMBULANCE	\$4,647.44
3	DISTRICT COURT	\$583.41
6	FAIR, COUNTY	\$2,718.80
41	JUSTICE FUND	\$30,643.35
8	PARKS & RECREATION	\$4,925.61
1	TORT	\$2,736.80
6	WEEDS	\$595.99
25	CONSOLIDATED ELECTIONS	4,759.46
2	E-911	\$671.81
4	DRUG COURT/SPC.CT. COORDINATOR	\$497.17
TOTAL:		\$114,909.58

Board of Equalization

No Board of Equalization needed today

Budget – Oneida Soil & Water Conservation District (OSWCD)

Staci Tripp, the District Administrator for the Oneida Soil & Water Conservation District (OSWCD) thanked commissioners for last year's donation from the county and requested a \$15,000 donation for the upcoming fiscal year. The funds are used for general operation expenses, scholarships, and re-education among other things.

She reported that the Malad Watercraft Inspection Station has completed 13,167 inspections to date, identifying seven boats last year contaminated, or "fouled", with aquatic invasive species (AIS). Each was treated on-site with a hot wash to prevent further spread.

The No-Till Soil Health Grant was completed, allowing landowners to use district equipment with partial reimbursement to improve soil conditions.

Ms. Trip also highlighted the Ag Day and Education Expo, held with the local FFA and Extension Office, where students led six educational stations on natural resources and conservation.

Commissioner Eliason motioned to approve a donation of \$15,000 to Oneida Soil & Water Conservation District for the upcoming 2026 budget. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Budget – Crisis Center

Malena Jimenez, the new Executive Director of the Oneida Crisis Center, requested a \$6,000 donation be included in the 2026 budget and shared that the crisis center is grant-funded and donation-based. Mrs. Jimenez also thanked the many county members and departments who do things that support the crisis center from in-kind donations such as trash collection and water services to monetary donations. Commissioners added their thanks for the services provided by the Crisis Center.

Request to Vacate a Section of Road along 6100 West – Kendell's

A formal petition was sent on May 21, 2025 to the board of commissioners from Bart and Julie Kendell, who wish to vacate an approximately 430-foot stretch of road along 6100 West and return it to private property. A hearing was set for July 14, 2025 at 1:00pm.

Commissioner Eliason motioned to have a public hearing to vacate a section of road along 6100 West on the Kendell's property on July 14, 2025 at 1:00pm. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

County Surplus Items

The road & bridge department has a 2003 Dodge truck, a pneumatic roller, and a trailer to haul the roller that they would like to sell as county surplus. A minimum asking price was provided for each item and pricing was based on Kelley Blue Book and comparisons of other items listed for sale. The courthouse also has 2 office chairs to be included for sale with the county surplus.

Commissioner Eliason motioned to sell surplus items from the road and bridge department and courthouse: a 2003 Dodge Pickup and an Ingram Pneumatic Roller with a trailer, and 2 office chairs. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Courthouse Office Doors – Main Floor

Assessor Kathleen Atkinson requested, and received, a \$8,477.54 quote from Fortified Door Works for 6 self-closing, full glass doors with wooden frames to replace the main level doors of the courthouse. The new doors will help with noise control, aesthetics, and ADA compliance.

Commissioner Eliason motioned to accept the estimate for new doors from Fortified Door Works in the amount of \$8,477.54 to replace 6 doors at the courthouse using capital funds. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Weeds – Reimbursement for Spraying at Fairgrounds & Airport

Last year there was some discussion, but no decision, regarding reimbursement for County Weed Supervisor Cody Clyde spraying the Airport and Fair grounds. The cost for labor and chemical at the airport is \$552.28 and the fairgrounds was \$217.50. No decision was made although there was a recommendation to add a separate line item in the weed budget to cover the cost of spraying county property each year and allow the weed supervisor to track and itemize costs.

Weeds – Adjusted Budget - Lack of Funding for Cost-Share for the State of Idaho

The Commissioners added this topic to today's agenda at the request of County Weed Supervisor Cody Clyde, who emphasized the urgency of the matter. Mr. Clyde expressed concern that state funding for the Idaho State Department of Agriculture's Cooperative Weed Management Areas (CWMA) has not yet been received. These grant funds are critical in supporting efforts to control noxious weeds across the areas, but it remains uncertain whether the funds will be released this year.

Mr. Clyde sought guidance from the Commissioners on how to proceed if the CWMA grant funds are not dispersed. He outlined possible options, including selling chemicals at cost or continuing to provide spraying services free of charge for chemicals, with charges only applied for labor when requested to perform spraying.

Also of concern is Mr. Clyde's discovery of Mediterranean Sage, a noxious weed not previously known to be in Oneida County and he estimates it will cost around \$5,000 to spray the affected hillside. This particular weed seeds in early June, so it needs to be sprayed as soon as possible.

Commissioner Jeppsen motioned to approve the weed department to exceed the chemical budget get full motion. Seconded by Commissioner Eliason. All ayes. Motion carried.

Phone System Upgrade

After multiple discussions, the commissioners determined to move forward with a phone system upgrade for county offices. Once the E911 portion through Vesta is finalized, ATC can come back in and upgrade the support for that system. The cost for the Vesta E911 upgrade is expected to be covered by a grant.

Additionally, Attorney Lyle Fuller worked with ATC until both party's concerns regarding the language in the master service agreement were satisfied. Those concerns were centered around indemnification language, confidential

information clarification, and an added clause requiring the provider to maintain a one-million-dollar CGL Policy were remedied.

Commissioner Eliason motioned to accept the master service agreement between Albion Telephone Company dba ATC Communications and Oneida County and to accept the schedule of services, which includes a monthly service cost of \$2,981.97 with an upfront cost of \$1,000. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Canvas of May Election

The Board of County Commissioners conducted the official canvass of the recent May 20, 2025 election in accordance with Idaho Code §34-1205. The results of the election were presented and reviewed.

The County Clerk explained that the election, which included a school bond measure, was scheduled on short notice. Due to the limited time available, the Elections Office was unable to complete the necessary programming and logic & accuracy testing for the electronic tabulation equipment as required by Idaho Code §34-2413. As a result, and in order to meet statutory deadlines and ensure the accuracy and integrity of the election, all ballots were counted by hand.

As part of the standard reconciliation process conducted prior to the canvass meeting, a variance was identified between the preliminary and final vote totals: one fewer "in favor" vote in Precinct 1 and one fewer "against" vote in Precinct 3. This variance was verified through a review of the ballot log and hand-count tally sheets. The final certified results reflect the reconciled and verified totals, and the Board confirmed their accuracy during the canvass. The canvass was certified accordingly.

Commissioner Jeppsen motioned to approve and sign the results of the Oneida County canvassing report of the May 20, 2025 election. Seconded by Commissioner Eliason. All ayes. Motion carried.

Adobe Pro – County License

Assessor Kathleen Atkinson reported that several county departments currently maintain separate Adobe software subscriptions. After reaching out to Adobe, she learned that government entities are eligible for a discounted rate.

To take advantage of this, it was proposed that all Adobe subscriptions be consolidated into a single line item in the county's general budget. Beginning

with the new fiscal year on October 1, the accounts would be transitioned to "government entity" status.

Under this plan, each Adobe license would continue to cover two computers. The consolidated approach would reduce the annual cost per license from \$239 to \$203, resulting in cost savings across departments.

Commissioner Lewis motioned to sign up with Adobe Pro as a government entity beginning October 1, 2025 for fiscal year 2026. Seconded by Commissioner Eliason. All ayes. Motion carried.

Prosecuting Attorney: Proposed Software Upgrade

The Board heard a presentation from Attorney Lyle Fuller regarding case management software options for the Oneida County Prosecuting Attorney's Office. Most prosecuting attorney offices in Idaho currently utilize some form of case management software; however, Oneida County has not yet implemented such a system.

Attorney Fuller shared a quote from Axon for a five-year, tri-county agreement between Franklin, Caribou, and Oneida Counties. Under the proposed arrangement, Oneida County would pay one-third of the total cost, estimated between \$5,200 and \$6,200 annually, with adjustments each year. This represents a significant cost savings when compared to the approximate \$15,000 annual cost for a single-county contract.

At present, the Prosecuting Attorney's Office uses Dropbox, a free file-sharing service that has functioned adequately but lacks many features necessary for long-term case management and integration.

Axon was described as a user-friendly system with several robust features. The Board also discussed LensLock, a system currently in use by the Sheriff's Office, which offers similar capabilities and may integrate with the needs of the Prosecuting Attorney's Office.

No formal action was taken at this time; discussion will continue as the County evaluates available options.

Credit Card Policy

The Board of County Commissioners reviewed and discussed a draft version of a county credit card policy. Topics included language related to required training

on proper card use, definitions of misuse, employee acknowledgment of the policy, and an annual review process for all county employees.

The Board provided feedback and suggested revisions. Updated language will be incorporated into the draft, with further discussion planned for a future meeting.

Cell Phone Reimbursements – Frequency of Re-approvals

The Board of County Commissioners reviewed the current cell phone reimbursement policy and noted that, once approved, recipients have not been regularly reviewed. To ensure better oversight going forward, the Board agreed that all reimbursements will be re-evaluated and reauthorized annually. This review will take place during commissioner meetings held in conjunction with budget sessions for the upcoming fiscal year.

Thank-You Card for Outgoing Hospital Board Member

The Board of County Commissioners signed a thank-you card for outgoing Hospital Board member Bob Hannah, who stepped down from his position to transition into his new role as high school principal. The Board expressed appreciation for his service and recognized the increased responsibilities he will undertake in his new position.

Hangar Lease Agreement for Signature

Parker Venable is relinquishing his portion of a shared airplane hangar to Jared Simpson, so an updated contract was signed for Jared Simpson in Hangar #6.

Commissioner Jeppsen motioned to approve the Oneida County Airport Lease Agreement for Hangar #6 with Jared Simpson. Seconded by Commissioner Eliason. All ayes. Motion carried.

Catering Permit – Event Center – Malad Valley Cornhole Finale

The Board of County Commissioners received and approved a request for a catering permit for the upcoming Malad Valley Cornhole Finale event. The event organizers will operate under the American Legion's alcohol license. The approval was granted in accordance with applicable county and state regulations.

Commissioner Eliason motioned to approve the alcohol catering permit application for the upcoming Malad Valley Cornhole Finale scheduled for June 14, 2025 using the American Legion's license. Commissioner Jeppsen seconded the motion. All ayes. Motion carried.

Sheriff: Purchase of WRAP Restraint w/Protective Helmet

Sheriff Doug Williams presented a request to purchase a WRAP Restraint system, which includes a protective helmet with a spit shield. The system is designed to safely secure individuals by wrapping them in a blanket-like restraint.

Sheriff Williams plans to order one unit now and hopes to fund a second unit through the fiscal year 2026 budget.

Commissioner Eliason motioned to approve the purchase of a WRAP Restraint system with a protective helmet in the amount of \$1,657.12 using contingency funds. Seconded by Commissioner Jeppsen. All ayes. Motion carried.

Sheriff: On-Call Time

Sheriff Doug Williams expressed concerns regarding staff burnout, noting that employees often have difficulty fully disconnecting during time off due to the likelihood of being called back to work.

He explained that the current call-out process is manual and time-consuming, requiring staff to be contacted individually.

To address this, Sheriff Williams proposed implementing an "on-call" system in which a designated employee would be assigned on call for each day and receive on-call pay of \$25 per shift. If called in to work, the employee would also receive their regular pay for the hours worked. The proposal was well-received by staff during initial discussions.

Sheriff Williams noted the system is intended to be temporary and would phase out once staffing levels are sufficient. The estimated annual cost for this system is \$9,125 and will be included in the fiscal year 2026 budget request.

Coroner 2025 Budget Expenses & Responsibilities Related to Senate Bill 1101

County Coroner Brad Horsley reported that three autopsies have been conducted, exceeding the 2025 fiscal year budget for autopsy-related expenses.

Coroner Horsley requested authorization to be reimbursed a flat fee of \$850 per autopsy transport to Boise. Currently, reimbursement requires itemizing lodging, fuel, and meals at per diem rates. The Board indicated that if a flat rate claim is approved, each claim should include the date of service, claim number, and documentation from the Ada County Coroner.

Additionally, Coroner Horsley requested a budget allocation for miscellaneous in-county office and vehicle expenses to be submitted as a single claim at the end of each fiscal year in September. According to Idaho law, coroners who are not licensed funeral directors or morticians may have a budget for such in-county office and vehicle expenses.

Commissioner Lewis motioned to compensate the County Coroner \$850 per occurrence for autopsy transports to Boise to cover travel, meals, lodging, and wages associated with each autopsy. Compensation would require a claim to be submitted with supporting documentation for each occurrence. Additionally, the coroner will be compensated \$1,000 annually for miscellaneous in-county office and vehicle expenses, with reimbursement based on submission of a single claim at the end of the fiscal year. Seconded by Commissioner Eliason. All ayes. Motion carried.

A third item pertaining to the county coroner was discussed in relation to State Bill 1101 that takes effect on July 1, 2025. The bill expands the county coroner's role in death investigations, particularly those that were unattended.

Commissioners questioned some of the language of the bill regarding medical legal investigations or formal inquiries. Part of the bill indicates a county coroner "shall investigate" all unattended deaths regardless of circumstances outside a physician's care or hospice.

Development Code 5th Amendment

The 5th amendment of the Development Code (ordinance number 2022-08-01) was effective on the date of publication in the newspaper, May 22, 2025 and the updated document will be ready for commissioner signature at the next commissioner meeting.

Department Updates & Highlights

Parks & Recreation

Pool Manager Kami Willie reported a strong and successful spring season at The LeGrande Aqua Plunge. Building on last year's improvements, which included new flooring, this year saw further enhancements to the facility. The dressing room stalls were replaced, upgraded lighting was installed, and new panels were added to the climbing wall. The local Girl Scouts contributed by planting flowers around the facility, adding to its welcoming appearance.

A major highlight was the addition of a new pergola, which was designed, built, and installed by BC Timbers and Hess Lumber. Mrs. Willie expressed

deep appreciation for this project, emphasizing that the design, materials, and labor for the pergola were fully donated at no cost to the city.

Funding for the other improvements—including the flooring, lighting, and climbing wall panels—was provided through a grant from the Idaho Community Foundation (ICF), obtained with assistance from Kathy Kent.

Mrs. Willie publicly thanked Mrs. Kent for her role in securing the funding. She also expressed gratitude to the Board of Commissioners for approving a recent wage increase for staff, noting that the increase has had a positive impact on staffing levels and has made it possible to be fully staffed for the season.

Finally, Mrs. Willie said a recent bill was passed that struck some regulations that have been in place. Inspector Mike Reese praised her work, encouraging her to “keep doing what you are doing”.

Law Enforcement (Sheriff, Waterways, E911, Search & Rescue)

Sheriff Doug Williams reported that newly hired Deputy Ben Elmer is currently in training and certification. A potential new hire is also under consideration; however, the Sheriff raised a concern as the candidate is the nephew of a sitting commissioner, which may require review to avoid a conflict of interest.

The newly created position for Brittania Butler has helped address staffing challenges in dispatch, allowing her to work full-time and split her duties with backup dispatch coverage. The Sheriff noted the arrangement is going well, with four new applications received for the open dispatch position. He also reported a significant drop in accrued comp time—from 16 to 4 hours per month. Another positive result is that dispatch staff is able to take time off for vacation or family needs.

Full-time dispatcher Joe Gregory was recognized for recently earning a bachelor's degree in the behavioral health field from Idaho State University.

Sheriff Williams spoke about Blue Knight Security, a contracted service for transporting individuals with outstanding warrants. While effective, their services are expensive, especially for out-of-state transports. In response, the prosecuting attorney's office is actively reviewing and clearing bench warrants for lesser offenses to reduce transport costs.

Regarding the School Resource Officer (SRO) program, wages are fully funded for the next two years through a grant, with plans to reapply. Chief Deputy Jenny Hawkes, who also serves as SRO, was commended for her growing responsibilities and valuable contributions across the department.

An update was provided on the ongoing triple homicide investigation. Sheriff Williams stated that DNA samples have been sent for testing because of new evidence. He emphasized the substantial financial impact of major investigations, noting that drug-related crime continues to be a serious issue in the county. He also pointed to the proximity of gang activity as an emerging concern and underscored the importance of retaining experienced, focused personnel.

Since the last report in late February, 18 county and 39 city citations have been issued, bringing fiscal year totals to 35 and 139, respectively. There have been 16 county and 53 city warnings, along with 417 new cases since February, for a fiscal year total of 1,014. School-related incidents totaled 48—higher than normal, particularly at the middle school. The Sheriff also reported an increase in civil papers served and confirmed that there are currently 10 registered sex offenders in Oneida County.

Veterans Service Officer

Veterans Service Officer (VSO) Dave Colton reported that his department computer will be sent to County IT personnel for reformatting and system cleanup. He also requested access to one of the county's Adobe software logins to assist in preparing and submitting required veterans' forms.

Mr. Colton is currently coordinating the installation of veterans' footstones, with approximately half already completed. He continues to assist families in ordering and tracking these memorial markers, as well as retrieving essential documents such as DD-214 discharge forms and other service-related records. It was noted that in rare cases, a DD-214 may have been recorded in the Clerk/Recorder's Office; such documents are not considered public records.

Mr. Colton shared a few recent cases involving direct assistance to local veterans. In one instance, he helped a veteran resolve a miscommunication involving a signed statement indicating he declined services from the VA hospital—though he is currently in need of assistance. In another case, a veteran who had initially declined his right to receive a

pension was previously receiving only \$100 per month. With Mr. Colton's support, that amount has now increased to \$350.

He also gave a brief summary of the recent Memorial Day program, noting that the event went well despite a few minor issues. Mr. Colton expressed appreciation for all who helped organize and attended the ceremony.

Prosecuting Attorney

As of May 15, 2025, the Prosecuting Attorney's Office is handling 123 county-level cases, 57 city-level cases, 8 felony cases, 30 misdemeanor cases, and 142 infractions. It was noted that felony cases generally require significantly more time and resources than misdemeanors or infractions.

Cases have been referred by several agencies: 84 from the Oneida County Sheriff's Office, 89 from the Idaho State Police, 5 from Idaho Fish & Game, and 2 from the local high school. The office has also handled 12 juvenile cases this year—2 of which are felonies and 10 misdemeanors.

A monthly coordination meeting between the Prosecuting Attorney's Office, the Sheriff's Office, and the State Police continues to foster strong interdepartmental communication and supports a productive working relationship among agencies.

The Prosecuting Attorney's Office also presented a preliminary five-year expense plan, which includes anticipated costs for upgraded case management software. The current copier lease is set to expire next year, and there may be an opportunity to negotiate more favorable terms for a future lease agreement. The plan also accounts for potential future expenses related to the ongoing triple homicide investigation. As there is no statute of limitations on homicide cases, such investigations are expected to be long-term, resource-intensive, and costly.

Probation

County Probation Officer Gabe Jimenez provided an update on departmental operations. He reported that the department is functioning well overall. At present, two juveniles under the jurisdiction of Oneida County are placed with the Idaho Department of Juvenile Corrections (IDJC). One is participating in a 12-month rehabilitative program, while the other is enrolled in a 12- to 14-month program.

Officer Jimenez also reported that following a recent behavioral episode involving a juvenile, probation staff coordinated mental health services to ensure the youth receives appropriate care and support.

He briefly discussed *The Village* program, noting that its use is infrequent in Oneida County. He clarified that the program is primarily utilized by IDJC when assessments are required, rather than by local probation staff.

Mr. Jimenez further reported that after two months of unsuccessful attempts to coordinate a smoking cessation class instructor from Pocatello, he independently completed certification and personally conducted the class for individuals under his supervision.

Executive Session

Commissioners moved into executive session.

Commissioner Lewis motioned to move into executive session per Idaho Code 74-206 (1) (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; not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement. Seconded by Commissioner Eliason. Roll call vote resulted in Ayes from Commissioner Lewis, Commissioner Eliason, and Commissioner Jeppsen.

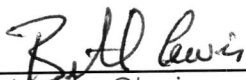
Commissioners moved back into the regular meeting to discuss budgets.

BUDGETS

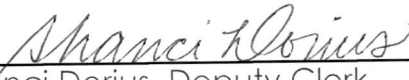
The commissioners met with several department heads to discuss budgets for the upcoming fiscal year: Parks & Recreation, Prosecuting Attorney, Assessor, Treasurer, Building Inspector, Veterans Service Officer, Clerk, Weeds, Sheriff, and Extension

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

***** Meeting adjourned at 5:00pm*****



Bill Lewis, Chairman



Shanci Dorius, Deputy Clerk