

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COUNTY
COMMISSIONERS, CLARK COUNTY, IDAHO**

September 9, 2013

The Board met this day in regular session. Those present were Commissioners Greg Shenton, Tod Shenton and William Frederiksen, County Attorney Kent Gauchay and Clerk Velvet Killian.

MINUTES

Commissioner Tod Shenton moved to approve the August 12th, 28th, and September 6th, minutes. Commissioner William Frederiksen seconded. Unanimous.

CLAIMS

The following claims were reviewed and approved:

Current Expense	\$ 18,894.12
Road & Bridge	\$43,977.34
Ambulance	\$ 1,026.26
District Court	\$ 274.89
County Fair	\$ 196.28
Health District	\$ 62.40
Economic Development	\$ 1,471.59
Disaster/ Emergency	\$26.02
County/City Building	\$ 300.40
Revaluation	\$ 199.76
PILT	\$ 3,000.00
Solid Waste	\$ 2,796.97
Weeds	\$ 1,062.95
Land Use	\$ 1,254.95
911 System	\$ 335.46
Election Consolidation	\$ 93.65
TOTAL	\$ 74,973.04

ROAD & BRIDGE UPDATE

Luke Luthy, acting Road & Bridge Manager, met with the Board to give an update on the department. He noted that final paving of the Medicine Lodge Bridge project is still awaiting completion. Depatco had previously submitted a bid, other options were pending. Mr. Luthy suggested using reground product from Jefferson County, this would provide a good surface at an affordable price. Another project needing attention is the cattle guards in Irving Creek. They are becoming U-shaped and need to be replaced.

The road base is eighteen feet, current guards are sixteen feet. It was decided that they be replaced at twenty feet. Mr. Luthy submitted a list of projects including, working on the culverts at Miracle Mile, glineators on Montevue highway, and pot holes on city roads. He was instructed to proceed in all areas, and work with the City of Dubois as a joint effort to repair roads.

EXECUTIVE SESSION

Commissioner Tod Shenton made the motion to enter into executive session pursuant to provisions of Idaho Code 67-2345, subsection 1 (a) to interview a Road & Bridge Supervisor applicant, seconded by Commissioner William Frederiksen, unanimous. Performed roll call vote, Commissioner Frederiksen aye, Commissioner Tod Shenton aye, and Commissioner Greg Shenton aye.

Regular session was resumed.

SHERIFF UPDATE

Sheriff Bart May met with the Board to update them on his department and submit his monthly incident report. He presented a letter from AT&T suggesting relocation of an existing cell tower. The current tower (Big Flat) is owned by Clark County and a lease agreement is in place with AT&T allowing them to place equipment on the tower. AT&T is proposing an upgrade which would require more stringent tower specifications. The proposal would allow for a new tower to be built adjacent to the existing tower and after the equipment is transferred, the current tower would be removed. Sheriff May reported that ECC funds have been denied. He is seeking an E911 grant to upgrade the system. All new equipment needs to be hearing impaired compatible.

EMERGENCY SERVICES COORDINATOR

Russ Kerr, met with the Board and reported that ASPER has approved \$ 38,000 towards a generator for emergency shelter and mass care situations. He stated that the ambulance billing is current and reports are coming in a timely manner. There is a need for a new portable pulse oximeter, and backboards. Mr. Kerr noted website classes are now available for training and there is an extraction class forming. Boyd Eddins and Darrel Dixon have now tested and the staffing challenge is easing. Commissioner Tod Shenton moved to approve the purchase of a pulse oximeter with cuffs, and two backboards up to \$ 3,700. Commissioner William Frederiksen seconded. Unanimous

U.S. FOREST SERVICE UPDATE

Ron Schlader, District Ranger, met with the Board to update them on Forest Service activities. He stated that over 800 acres of fuel reduction work has taken place along with 500 acres of wildlife enhancement. Road work was not done locally this summer, crews were assigned to other areas. Mr. Schlader passed out environmental assessment sheets which were to go to the public on September 18, 2013. They are all part of a public scoping project seeking input, after environmental assessments show excessive recreation. He is hoping for substantial response to the assessment so a comprehensive plan can be developed which will meet the needs of the public and forest alike.

ELECTED OFFICIALS MEETING

In attendance were; Commissioner Greg Shenton, Commissioner Tod Shenton, Commissioner William Frederiksen, County Attorney Kent Gauchay, Clerk Velvet Killian, Treasurer Annette Zweifel, Assessor Carrie May, and Sheriff ,Bart May. Carrie May sought direction in response to a possible land donation. Is it necessary to have land surveyed before it is donated to the County? It was determined that an exact description would be required to avoid confusion, if it is not a lot then it would have a meets and bounds description. Typically this would be identified through a survey. It was also noted that this particular parcel is adjacent to a cemetery, allowing for future expansion, and that it should be deeded directly to the Clark County Cemetery District, not Clark County. It was announced that Brad Little Lieutenant Governor of Idaho would be coming to the community. A breakfast meeting would be held September 28, 2013 at the Community building. All were invited to attend. Agendas for fall IAC meetings in Boise were reviewed and plans to attend were verified.

ECONOMIC DEVELOPMENT

Kerri Ellis, Economic Development specialist, met with the Board to discuss her department. She requested a signed a letter of support for a BIO CHAR Project. This company works largely with wood and straw to produce BIO Char, and is interested in our area. Ms. Ellis stated that now is the time to accept bids for Dry Grazing, she will post notices with dates and information. She spoke of a Shot Show in Las Vegas in January where she could work in the Idaho Department of Commerce booth, and an Energy show in Billings Montana, in February. She was interested in seeking a grant or donations which would allow her to attend and represent Clark County at these events. Ms. Ellis reported that Clark County is rated as the county in the State of Idaho with the highest poverty level. She strives diligently to bring commerce here.

CLERK/DEPUTY CLERK UPDATE

Velvet Killian County Clerk, and Russ Kerr, Deputy Clerk, met with the Board. Russ reported finding an error in which the calculated amount of vacation accrual in the computer financial system was not consistent with the county policy. This pattern has been used for greater than ten years. After discussion Commissioner Tod Shenton moved to determine that the vacation accrual policy error made in the past has been in the benefit of the employee in the amount of forty extra vacation hours each, and that no penalty should be assessed. Commissioner William Frederiksen seconded. Unanimous. Roll call vote; Commissioner Frederiksen, aye, Commissioner Tod Shenton, aye, Commissioner Greg Shenton, aye. Mr. Kerr was instructed to bring the processing of the financial system into compliance with the policy. Velvet Killian addressed the State of Idaho consolidated election practices. Funding is provided annually and should be used for such activities. Purchase orders were presented to obtain equipment used in this function. National Business Furniture; six chairs to be used by counting staff. \$ 3,000. Office Depot; fifteen chairs to be used by election workers and voting public \$ 2,910. Office Depot ; one desk to be used by election employee/clerk \$ 1,600. Sears; refrigerator to be used by election staff on site without leave for fourteen to sixteen hour days. \$ 675. Keurig; one hot drink machine and necessary supplies \$ 450. Commissioner Tod

Shenton moved to approve election purchases with mandated funds. Commissioner William Frederiksen seconded. Unanimous.

LIQUOR LICENSE APPLICATIONS

Commissioner William Frederiksen moved to approve the following 2014 liquor licenses that were found to have valid state licenses and the proper application funds, seconded by Commissioner Tod Shenton. Unanimous:

Opal Country Café	Beer and Alcohol on the Premises
Kilgore Store	Beer to be Consumed on Premises

WEEDS/ MAINTENANCE UPDATE

Bo Billman met with the Board. He sought approval to purchase new tires for the Dodge Dakota. He also reminded them of the “Spray Day” September 25, 2013. Commissioner Tod Shenton moved to approve a budget of up to \$ 600 for the purchase of the needed tires. Commissioner William Frederiksen seconded. Unanimous. Mr. Billman was also instructed to purchase linseed oil for the treatment of the shake roof on the Annex building.

TAX LEVIES

Commissioner Tod Shenton moved to approve the following levies for Clark County and it’s taxing districts for the fiscal year 2013- 2014, seconded by Commissioner William Frederiksen. Unanimous

CLARK COUNTY TAX LEVIES

COUNTY TAX	2013
Ambulance	0.000077271
Charity and Indigent	0.000188260
Current Expense	0.001766641
District Court	0.000398934
Fair Operations (County)	0.000073524
Justice	0.001693021
Noxious Weeds	0.000259827
Preventative Health	0.000057154
Revaluation	0.000266370
Solid Waste	0.000143676
Tort	0.000185797
	TOTAL: 0.005110475

CITIES

City of Dubois	0.003686396
City of Spencer	0.001037312

SCHOOL DISTRICT

Bond (QZAB)	0.002060623
Bond (GO)	0.000922467

Judgment (Paciforp)	0.000057608
Supplemental Levy	0.001310273
Tort	0.000220012
Total	0.004570983

CEMETERY

Clark County Cemetery District	0.000107504
--------------------------------	-------------

LIBRARY

Clark County Library District	0.000112081
-------------------------------	-------------

BALANCE TO BE LEVIED ON 2013 TAX ROLL

COUNTY

General	\$202,245
Justice	\$193,817
Ambulance	\$8,846
District Court	\$45,670
Fair Operations	\$8,417
Preventative Health	\$6,543
Charity and Indigent	\$21,552
Reprisal	\$30,494
Solid Waste	\$16,448
Tort	\$21,270
Noxious Weeds	\$29,745

TOTAL COUNTY \$585,047

City of Dubois	\$47,907
City of Spencer	\$1,984
Clark County School District # 161	\$523,286
Clark County Cemetery	\$12,307
Clark County Library	\$12,831

Total Levy for Clark County Residents	0.009901043
Total Levy for Dubois Residents	0.013587439
Total Levy for Spencer Residents	0.010938355

COURTHOUSE CARPET QUOTES

The Board received and reviewed three quotes to replace the courthouse carpet. The nature of its worn condition is concerning. Carpet Direct of Rexburg, presented quotes for four different options ranging in price from \$ 15,038 to \$ 24,192. Home Depot of Idaho Falls submitted one option at \$ 21,010, and Carpet One was personally represented by Keven Snell. He delivered two options at \$ 17,099 for the whole building and \$ 3,650 for halls only.

OCTOBER MEETING CHANGE

Commissioner Tod Shenton moved to change the regular meeting date of Monday October 14, 2013 to Monday October 7, 2013 to honor the Columbus Day, national holiday. Commissioner William Frederiksen seconded. Unanimous.

GRIEVANCE HEARING

A grievance hearing date was set for 9:00 am Tuesday October 8, 2013.

EXECUTIVE SESSION

Commissioner Frederiksen made the motion to enter into executive session pursuant to provisions of Idaho Code 67-2345, subsection 1 (b) to discuss personnel issues, seconded by Commissioner Tod Shenton, unanimous. Performed roll call vote, Commissioner Frederiksen aye, Commissioner Tod Shenton aye, and Commissioner Greg Shenton aye.

Regular session was resumed.

There being no further business, the meeting was adjourned.

SPECIAL MEETING

September 16, 2013

EXECUTIVE SESSION

Commissioner Frederiksen made the motion to enter into executive session pursuant to provisions of Idaho Code 67-2345, subsection 1 (b) to discuss personnel issues, seconded by Commissioner Tod Shenton, unanimous. Performed roll call vote, Commissioner Frederiksen aye, Commissioner Tod Shenton aye, and Commissioner Greg Shenton aye.

Regular session was resumed.

COURTHOUSE CARPET

Commissioner Tod Shenton moved to replace the carpet in the courthouse, using Yorktown SR nylon zipperlocked 26oz carpet. Brown tone # CO5492002. Whole building replacement through Carpet One of Idaho Falls at a cost of \$ 17,099. Commissioner William Frederiksen seconded, Unanimous.

ANNEX BUILDING ROOF

Upon close inspection, it was determined that treating the Annex building roof with linseed oil would not suffice. The roof was in need of new material. Consequently; the Board reviewed quotes from Smith Roofing and Dave Crezee. Roof Top Solutions was also contacted, but did not return a quote. Standard shingle as well as metal roof replacement material was considered and priced. Commissioner Tod Shenton moved to accept Dave Crezee's price for shingle roofing, or one lower and repair the roof. Commissioner William Frederiksen seconded. Unanimous.

COURTHOUSE SECURITY CAMERAS

Courthouse workers met with the board to discuss the installment of security cameras through the building. Clark County and the City of Dubois have agreed to share cost for a security system which will benefit both entities. It was agreed that camera placement would focus on entry ways, hallways, counter transactions, and park restrooms as these are areas of concern.

2014 BUDGET

Commissioner Tod Shenton moved to accept the budget as advertized and proposed. Commissioner William Frederiksen seconded. Unanimous.

SPECIAL MEETING

September 30, 2013

NOVEMBER 5, 2013 POLLING PLACES DESIGNATED

Commissioner William Frederiksen moved to designate the Clark County Courthouse, 224 W. Main St. Dubois, ID, as the polling place for the Dubois City Election on November 5, 2013, and the home of Herb & Sherry King/Sandy McClure, 72 2nd Street Spencer, ID as the polling place for the Spencer City Elections. Commissioner Tod Shenton seconded. Unanimous.

LIQUOR LICENSE APPLICATION

Commissioner William Frederiksen moved to approve the following 2014 liquor license that was found to have a valid state license and the proper application funds, seconded by Commissioner Tod Shenton. Unanimous:


Ike's 66

Beer not consumed on the Premises

TREASURER'S UPDATE

Annette Zweifel met with the Board of Commissioners to review county banking and investment practices.


Velvet Killian, Clerk


Gregory Shenton, Chairman