

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

May 13, 2024

The Board met this day, May 13, 2024, in regular session. The meeting was called to order at 9:06 a.m. Those present were Commissioners Greg Shenton, Nick Hillman, and MaCoy Ward, Prosecuting Attorney Janna Birch, and Clerk Stephenie Stewart.

No changes were made to the agenda.

**CLAIMS**

01-Current Expense	\$39,277.91
02-Road & Bridge	\$28,498.08
04-Ambulance	\$565.09
06-District Court	\$116.98
07-Fair, County	\$653.65
11-Health District	\$175.37
16-Indigent & Charity	\$514.37
17-Junior College Tuition	\$900.00
19-County/City Building	\$765.82
23-Solid Waste	\$4,422.15
27-Weeds	\$2,067.02
35-Planning & Zoning	\$33.43
36-911 System	\$1,277.72
44-Disaster/Emergency	\$67.86
45-Election Consolidation	\$3,228.35
Total	\$82,563.80

The Board of County Commissioners reviewed the claims and demands through May 9, 2024.

**Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve and sign the claims and demands for May 9, 2024. After a unanimous vote, the motion passed and the claims were approved for processing.**

**MINUTES**

The Board reviewed the minutes from the April meeting.

**Commissioner Hillman made a motion and Commissioner Ward seconded the motion to approve and sign the Minutes for April 8, 2024. After a unanimous vote, the motion passed.**

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**COMMISSIONER COMMITTEE UPDATES**

Commissioner Shenton provided updates regarding proposed budget increased for GemPlan, Health District, 5C and ICRMP. Also discussed was Dubois losing fire coverage rating due to a misfiling of paperwork by the City of Dubois. The documents have since been filed and will be reassessed on June 12<sup>th</sup>.

Commissioner Hillman provided updates from his meetings. Altura went through last year's financials. USFS collaboration is working on a mission statement. RC&D had a dinner for supporters and discussed plans for road treatment and weed spraying.

Commissioner Ward provided updates for the waste district. The groundbreaking had a great turnout. They have done some blasting at the site and are currently assessing the financials for the project.

The Board also discussed the Mormon Cricket issues and the need for spraying.

**ROAD & BRIDGE**

Aaron Swenson with Forsgren provided updates to the Board on current and upcoming projects. The bridges are moving forward as expected. The bridge on the Red Road will be done as a separate project. Snow removal may be necessary to complete the projects if they continue into late fall. The A-2 Highway project is moving forward as expected aside from higher than expected costs. Jake Irick, R&B Supervisor, asked for a cost breakdown as well as what share Fremont County has in the cost. Currently the FLAP portion of the road is coming in around 5 million. The FLAP grant will cover 4.6 million. Fremont and Clark have to pay \$367,000 up front. The difference will need to be paid by the counties. Jake asked Aaron to look into how that would breakdown between the two counties.

Aaron discussed possible grants for 2025 to include Medicine Lodge Road and Highway 91. He is also looking into a freight route grant for A2 if it has to remain open year-round.

Jake provided updates to the Board. He discussed the need for larger fuel storage tanks that would allow the county to purchase large supplies of fuel when the cost is low. The Commissioners asked for bids. He discussed projects in progress and upcoming. R&B will be working on overlay & chipping the lower Medicine Lodge Road this year. They will also be dura-patching as weather permits.

Jake presented a quote from ASI Oil for repave emulsion in the amount of \$144,500 for 4,000 yards.

**Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve the purchase of the GSB-Repave Emulsion for \$144,500. After a unanimous vote, the motion passed.**

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Jake vacated the action item for the Tac Oil quote as he is looking at additional options and working with Jefferson County to try to save some money.

**SHERIFF'S OFFICE**

Sheriff Mark McClure came before the Board with updates from the Sheriff's Office.

Deputy Rick Donohoo presented plans for a Sheriff K9 that would be purchased through a grant from the Law Enforcement Partnership for Success. The grant would be \$25,000 and would cover the purchase, training and start-up. The K9 would be single purpose geared toward narcotic interdiction and community education. This would be a great benefit to the county and would increase drug seizures along the I-15 corridor. There would also be an increase in presence at schools. The potential increase in cash seizures alone would pay for the maintenance of the K9 unit. The drug fund will pay for food, veterinary care and training. Grants are being awarded in June at which time an update will be provided to the Board.

Sheriff McClure discussed updating Sheriff Office Policies and using Lexipol to complete this. He will work on getting more information and a quote together for the Board to review. He also discussed raising Sheriff contract fees for the cities of Dubois and Spencer for FY2025.

The Watercraft Inspection contract was discussed for approval. The Sheriff Office will receive up to \$47,000 for the season.

**Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve and sign the Watercraft Inspection Agreement. After unanimous vote, the motion passed. Once the final copy of the agreement is provided it will be signed.**

**KODI EGAN – MEMORIAL MOTO RODEO**

Kodi Egan, citizen, came before the Board to discuss the upcoming Memorial Moto Rodeo. She requested the use of the Clark County Fair Grounds. The date will be July 27<sup>th</sup> with registration open at 10:00am and the event starting at 12:00pm. She will work with Sheree, EMS Director, on coordinating the ambulance. The Commissioners agreed to waive the ambulance fee and to provide the county water truck for use. Kodi will handle the coordination of all items.

**Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve the above as discussed. After unanimous vote, the motion passed.**

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**TREASURER'S OFFICE**

Lana Schwartz, Treasurer, came before the Board to discuss the Lumen Property Tax Refund Judgement 2021 in the amount of \$10.82. Lana requested the amount be paid and not issued as a tax credit as it will be a cleaner record and make the refund easier to process. The County will cover the entire refund as the amounts for the taxing districts is so minimal.

**Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve the Lumen refund. After unanimous vote, the motion passed.**

Lana presented Card Reader Agreement for Tyler Technologies for the Clerk's Office, Extension Office and Landfill. This is a free service to the County provided by Tyler Technologies. There is a \$2 processing fee that is paid by the customer.

**Commissioner Hillman made a motion and Commissioner Ward seconded the motion to approve and sign the Card Reader Agreement. After unanimous vote, the motion passed and the Agreement was signed.**

**The meeting recessed for lunch at 11:52 a.m.**

**The meeting was called back in session at 1:00 p.m.**

**ELECTED OFFICIALS UPDATE**

Jake Irick, R&B Supervisor, discussed the need for the County Impala tires and an alignment. He will get a quote to present to the Board.

Community Center signs have ben installed.

Clerk Stewart provided legislative updates discussed during the IAC Spring Institute. Also, she reminded all departments that the County will be switching to bi-weekly payroll starting May 26<sup>th</sup>.

There were questions regarding the city cleanup as people from out of the county tried to bring items to the landfill. The cleanup was only for those within the City of Dubois as the City pays for it.

**CLARK COUNTY RODEO – LANA SCHWARTZ**

Lana Schwartz came before the Board for a Liquor Catering Permit for the June 15-16, 2024 Rodeo. The beer booth will be operating from 11:00am to 7:00pm both days. Sheriff McClure did not have any objections to the permit.

**Commissioner Hillman made a motion and Commissioner Ward seconded the motion to approve the Liquor Catering Permit. After a roll call with "aye" from all three Commissioners, the motion passed and the permit was signed by the Board and Sheriff.**

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**ROCKY MOUNTAIN POWER**

Tim Solomon came before the Board with updates. Underground power continues to be added in Medicine Lodge and Kilgore for fire mitigation. Taking the cables underground reduces the risk of fire, they all look better than above ground cables.

RMP is forecasting a 10.1% increase this year due to fuel costs. Last year the increase was 3%.

The Board expressed concerns with the projects as there has been road damage and fencing taken down without notification to landowners. Tim will discuss these issues with the appropriate party.

**ASSESSOR OFFICE**

Carrie May, Assessor, came before the Board to present Exemption Approvals for the FY2025 tax season. The exemptions are to be presented to the Board prior to assessments going out the 4<sup>th</sup> Monday in May. There are a total of 209 exemptions in Clark County.

**Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve the Exemptions as presented. After unanimous vote, the motion passed.**

**FY2023 COUNTY AUDIT**

Searle and Hart presented the FY2023 Audit to the Board. Overall the opinion of the audit was good with no findings. They went over expense, revenue, government funds, balance sheet, private purpose trust funds, capital assets and budget vs actual. No major funds went out of budget. The recommendation is for the Board to review the budget frequently and be as involved as possible.

**BONNIE STODDARD, CITIZEN**

Bonnie came before the Board to discuss her upcoming book and the need for some help. Clerk Stewart volunteered to help her mail out the books. Bonnie asked if the county could collect the money for the books but the Commissioners advised her it would not be best practice.

**UNIVERSITY OF IDAHO – EXTENSION OFFICE**

Marnie Spencer and Joseph Sagers came before the Board to present the County & University Collaboration Agreement. The agreement was reviewed and questions answered regarding Hailey's pay. Hailey discussed the need for a laptop in the future. There is currently not room in the budget for this expense. She will be purchasing a Cricut machine that will help with the overall costs of prizes and shirts. The Action Item was vacated until after the budget hearing.

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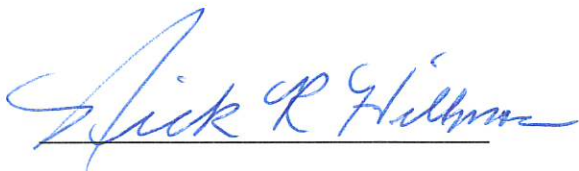
**EMERGENCY MANAGEMENT UPDATE**

Sheree Farr came before the board with updates. She discussed the Play it Safe community event being a success with a lot of positive feedback. Updates were given regarding grant reimbursement and the status of the EMS building. Sheree would like to purchase updated software for ID machine that a grant will pay for. Commissioner Shenton requested she look into purchasing new gloves and boots for the fire department.

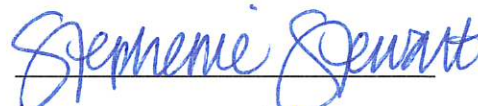
The yellow ambulance will be placed on surplus with a minimum bid of \$20,000.

LEPC meeting will be next month at the end of the Commissioner Meeting.

The meeting adjourned at 4:30pm.



Greg Shenton, Chairman



Stephenie Stewart, Clerk