

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

January 8, 2024

The Board met this day, January 8, 2024 in regular session. The meeting was called to order at 9:05a.m. Those present were Commissioners Greg Shenton, Nick Hillman, and McCoy Ward, Clerk Stephenie Stewart and Prosecuting Attorney Janna Birch.

No changes were made to the agenda.

CLAIMS

01-Current Expense	\$18,422.85
02-Road & Bridge	\$23,861.41
04-Ambulance	\$940.99
06-District Court	\$834.16
07-Fair, Community Building	\$830.89
11-Health District	\$2,237.00
16-Indigent and Charity	\$10,644.36
23-Solid Waste	\$669.87
27-Weeds	\$66.86
28-Juvenile Justice	\$5774.75
35-Planning and Zoning	\$66.86
36-911 System	\$30.78
45-Election Consolidation	\$83.88
50-PILT	\$61.91
Total	\$64,526.57

The Board of County Commissioners reviewed the claims and demands through January 8, 2024.

Commissioner Hillman made a motion and Commissioner Ward seconded the motion to approve and sign the claims and demands through January 8, 2024. After a unanimous vote, the motion passed and the claims were approved for processing.

MINUTES

The Commissioners and Prosecuting Attorney reviewed the minutes from the December meeting.

Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve and sign the Minutes for December 11, 2023. After a unanimous vote, the motion passed.

DESIGNATION OF POLLING PLACE FOR 2024

Commissioner Ward made a motion to designate the Clark County Courthouse as the located for the 2024 election year. Commissioner Hillman seconded and after a unanimous vote, the motion passed.

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COMMISSIONER COMMITTEE UPDATES

The Commissioners did not have any updates as they did not have meetings since the last Commissioner Meeting.

The Forest Service Collaborative is accepting names for their committee. Both Commissioners Hillman and Ward will be putting their names up for the committee.

ROAD & BRIDGE

Aaron with ITD was present and discussed the work being done on bridges in the area. The bridges are going from concrete to steel and will increase in height by 7 feet. He also discussed the A2 project with the board. The 1st phase of the project, which consists of the road from Kilgore to the east 7 miles, will need to be completed as soon as possible. CEI was awarded the contract for this project.

Mark Wilson, Supervisor, provided updates to the Board. The chip sealing done in Spencer has been reimbursed from the State. The crew is working on shoulder and hauling gravel as there has not been much snow to plow.

Mark presented quotes for the tractor purchase discussed at the last Commissioner meeting. The options presented were a Kubota for a purchase price of \$79,651.90, a Massey Ferguson for a purchase price of \$121,700.00, or a John Deere for lease at a cost of \$10,000 a year with a 3-year contract. Warranties were not discussed in the quotes for purchase. The lease with John Deere would keep the County in a new tractor every year. The County would be responsible for repairing any damages to the tractor prior to returning at the end of the season. The Commissioners discussed all options with Mark.

Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve the John Deere lease option. After a unanimous vote, the motion passed.

CDL Training for new employees was discussed. Mark is lining up an interview for the end of the week and the individual does not have a current CDL. The class would run 3-4 months. While the employee is working toward their CDL, they can do shop work, clean trucks, and run equipment that does not require a CDL. Janna will work with Mark on a contract for the employee to sign regarding the cost and expectations of obtaining the CDL.

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SHERIFF DEPARTMENT

Sheriff Mark McClure came before the Board with updates from the Sheriff's Department. The 2020 GMC needs an oil change and windshield replacement. The next jail inspection is in June. The Commissioners completed their jail inspection with Sheriff McClure during this meeting. The SWET program is being installed the deputies' computers, there are still some kinks to work out before it is fully implemented.

Sheriff McClure discussed the need for the purchase of a rifle optic. This would be the last one to purchase so all rifles have the same optics for continuity purposes.

After discussion, Commissioner Hillman made a motion and Commissioner Ward seconded the motion to approve the purchase of a ACOG 2100 Rifle Scope for a cost of \$1,239.00. After a unanimous vote, the motion passed.

FOREST SERVICE UPDATES

Blake Dory with the Forest Service came before the Board with updates. Signage has been installed for the snowmobile parking located at Stoddard Creek. He discussed the cross-country ski trail, providing a map. The Forest Service will be focusing on completing projects on roads, the culvert at Alex Draw, stream restoration at Crooked Creek, illegal ATV routes with a focus on Birch Creek, Pleasant Valley and West Camas Creek. The Commissioners discussed the decline of maintenance on Dubois roads; Blake will work on this and is open to discuss any issues. Commissioner Hillman mentioned the condition of the road to Pete Creek; Blake stated the road is on their list of repairs to be done. The Forest Service is in the process of hiring seasonal employees.

RECESS FOR LUNCH AT 12:00 PM.

MEETING CALLED BACK INTO SESSION AT 1:00 PM

ELECTED OFFICIALS UPDATE

Clerk Stephenie Stewart discussed the upcoming Idaho Association of Counties Mid-Winter Legislative Conference being conducted in Boise from January 29th through February 1st. Planning to attend the conference are Clerk Stewart, Assessor Carrie May, Sheriff Mark McClure, and Commissioners Greg Shenton, Nick Hillman and MaCoy Ward.

Current rates for Per Diem and Mileage were discussed with the Board. The current Per Diem rates are \$11 for breakfast, \$14 for lunch and \$20 for dinner. After discussion, an update to the Personnel Policy

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will reflect a change to \$12 for breakfast, \$15 for lunch and \$25 for dinner. This will be an action item on an upcoming Commissioner Meeting.

The use of county cars and personal cars was discussed. ICRMP advised the Board of the liabilities involved in allowing non-county employees/volunteers to ride as passengers in county vehicles. It was decided that family members would not be permitted to ride due to the liability that could present to the County. As a result, the following was decided regarding mileage reimbursement:

- When possible, a County vehicle will be used.
- If a County employee chooses to take their own vehicle, mileage will be reimbursed at a rate of 0.30 cents per mile.
- If a County vehicle is not available and an employee is required to take their personal vehicle, mileage will be reimbursed at the current federal rate.

The County is still in need of a company to come and scan our documents. The other options have not worked out. This will continue to be on the radar until we can find a company to work with.

Mapping addresses was discussed and the possibility of working with Jefferson County to complete the mapping. This will be discussed more at a later date.

EMERGENCY MANAGER UPDATE

Sheree Farr, Emergency Management Director/EMS Supervisor came before the Board with updates. She discussed the bid for a new ambulance coming in at around \$218,000, not including equipment. The grant for the new ambulance would be for \$208,000 so the County would be responsible for the remaining balance. Ambulances are currently taking approximately 500 days from order to delivery. Sheree will also be working on a possible grant in June to cover the equipment.

An EMT class is scheduled to start mid-January and will end around the end of March and will be held at Central Fire in Rigby. County employees make up the majority of those attending the class.

Sheree will be attending upcoming EMS conferences and she continues to work on updating the Ambulance Policy.

Emergency Management grants have been received. This grant would cover the purchase of a side-by-side for EMS/Sheriff Office use.

She discussed a list of equipment that would be helpful to have so she can apply for grants to obtain the equipment. Specifically, chainsaws with batteries were mentioned.

There will be a preparedness fair in June that will be held in the park in conjunction with the rodeo. In March Sheree will be attending an LEPC meeting as well as the Flood Plain Conference in Utah.

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EXTENSION OFFICE

Brittany Park came before the Board to discuss updates with the Extension office and 4-H.

Brittany met with Blake Dory with the Forest Service to plan a class with kids of all ages. She will update us on this more at a later date.

The Archery and Shotgun certification class in Boise February 24-25, 2024 was discussed. The Commissioners stated they were still discussing if this would be beneficial for the County.

There will be a district meeting the 19th of January in Bonneville County. Brittany will post that her office will be closed that day.

The Blackfoot Fair meeting is scheduled for January 25, 2024. Commissioner Ward is planning to attend the meeting.

LIQUOR LICENSE

The liquor license for Lone Pine Enterprise was signed by the Commissioners. The license was previously approved during the October 2023 Commissioner meeting pending payment.

COMMUNITY BUILDING

The Community Building rental contract and fees were discussed at the end of the Commissioner meeting. The reasoning for the increase is the cost to the County to maintain the building including utility expenses.

- Dances/weddings/big events for Clark County residents would require a deposit of \$3,000 of which \$1,500 would be non-refundable as the cost of renting the building.
- Dances/weddings/big events for non-Clark County residents would require a deposit of \$4,000 of which \$2,000 would be non-refundable as the cost of renting the building.
- Non-party rentals for Clark County residents would require a fully refundable \$500 deposit and a rental fee of \$100.
- Non-party rentals for non-Clark County residents would require a fully refundable deposit of \$500 and a rental fee of \$200.

Clerk Stewart will work with Erica Perez on the changes to rental contract. This will be readdressed at a future Commissioner Meeting.

The regular meeting adjourned at 3:45 p.m.

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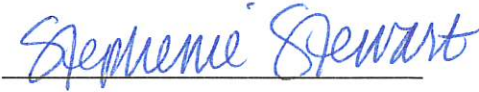
EXECUTIVE SESSION

Commissioner Ward made a motion and Commissioner Hillman seconded the motion to go into Executive Session per statutes 74-206(1)(b) and 74-206(1)(f). After a unanimous vote and roll call, with all commissioners and prosecuting attorney present, the session began at 4:00 p.m.

The Executive Session ended at 4:50 p.m.



Greg Shenton, Chairman



Stephenie Stewart, Clerk