

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

February 13, 2014

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

APPROVAL OF MINUTES

Commissioner William Frederiksen moved that the minutes for January 13th and 29th, 2014 be approved, seconded by Commissioner Tod Shenton. Unanimous.

The following claims were reviewed and approved for payment.

CLAIMS

Current Expense	\$ 25,644.15
Road & Bridge	\$ 37,138.66
Ambulance	\$ 1,475.85
District Court	\$ 1,390.07
County Fair	\$ 2,148.24
Justice	\$ 2,673.65
Health District	\$ 151.80
Indigent	\$ 11,407.19
Economic Development	\$ 1,160.91
County/City Building	\$ 2,524.42
Revaluation	\$ 249.73
Solid Waste	\$ 1,561.00
Weeds	\$ 3,857.53
Highway, Special	\$ 11,102.84
Land Use	\$ 627.80
911 System	\$ 511.50
Election Consolidation	\$ 153.32
TOTAL	\$ 103,778.66

ROAD & BRIDGE UPDATE

Darrin May, Road and Bridge supervisor met with the Board to update them on his department. Mr. May sought clarification on timesheet specifications, He referenced page five, item number three of the Clark County Personnel Policy Manual regarding hours logged. Mr. May also discussed the recent joint effort with the Cemetery Board to locate and service burial plots. He expressed the need to update cemetery maps and make them more accessible. He reported there are upcoming Road Scholar classes. He was encouraged to attend and arrange for road & bridge workers to continue their education through this opportunity. Mr. May presented an example a road approach permit. He

noted the increasing number of nonresidential approaches being requested. He is desirous that the county have an adequate road plan which is fitting for future county needs, and, which also conforms to LHTAC and State regulations where necessary. Another concern Mr. May brought to the Board was the safety of the overhead crane in the road & bridge Shop. He was encouraged to review applicable regulations for inspection requirements. The commissioners also directed that an effort be made to reduce the number of old tires being stored on site. Road closure signs were also to be discarded.

EMERGENCY SERVICES COORDINATOR UPDATE

Russ Kerr met with the Board to update them on his department. He presented a purchase order to approve funding in the amount of \$ 425.00 to attend a Grant writing class. This would be paid through the EMS education budget. **Commissioner Tod Shenton moved to approve the expenditure of \$ 425.00 for a grant writing class. Commissioner William Frederiksen seconded. Unanimous.** Mr. Kerr also announced that May 10th has been chosen as the date for the 2014 Clark County Preparedness Fair. He requested approval to spend approximately \$ 1,295.00 in preparation for this event. Noting; all funds would be reimbursed through the Homeland Security Grant. **Commissioner William Frederiksen moved to approve the expenditure at the requested amount. Commissioner Tod Shenton seconded. Unanimous.**

Regarding the Clark County Ambulance, Mr. Kerr reported he is still submitting thirty day exemptions each month to the state regulatory agency. Having enough qualified EMTs to keep fully staffed is a challenge. There are still some individuals who participated in the last class that have not certified. He spoke of referring them to the *National Registry for Testing*, to practice and review test procedures. Mr. Kerr reported that he has ordered personal protection gear for firefighters. He is now reviewing the checklist of necessary equipment for the fire truck.

SHERIFF UPDATE

Sheriff Bart May met with the Board to update them on his department. Sheriff May presented bids from three dealers for a new officer vehicle; Twentieth Century Ford \$28,248, Salmon River Motors \$ 44,652, and Stones Town & Country Motors \$ 32,300. **Commissioner Tod Shenton moved to authorize Sheriff May to accept the bid by 20th Century Dodge for \$ 28,248 (with trade) for a 2014 / 2500 Ford Truck. Commissioner William Frederiksen seconded. Unanimous.**

U.S. FOREST SERVICE

Ron Schlader, from the U.S. Forest Service met with the Board, He indicated that drought conditions will impact grazing reductions on public lands. He has been informed that the BLM has already announced grazing reductions on public lands administered by that agency. He is holding off on any announcement on grazing restrictions on public lands administered by the Forest Service. He informed the Board that Northwest Energy has withdrawn its application for a permit to construct a power line across public lands. (This project has been referred to as the MSTI Project.) He indicated that a meeting with Randy Brown, a private land owner, has been scheduled to discuss an ATV trail that crossed his private property. Mr. Schlader reported that he had reviewed the County Fire

Plan, and indicated that it was several years old and expressed a thought that it might be time to update the plan. He indicated that the plan would be helpful to him as he is working on a project that involves fire prevention on public lands and an up to date county plan would be helpful. A discussion of available maps from the county and the Forest Service was discussed. He announced that he had been informed by Jeff Liday that this year will be the last for Grouse Days. Mr. Schlader also discussed recent legislation passed by Congress and signed by the President and its impact on the local operation of the Forest Service, particularly as applied to the RAC program, and logging.

SOIL CONSERVATION DISTRICT REQUEST

Andy Wagoner, representing the Clark Soil Conservation District, met with the Board to request \$7500 in funding for the state fiscal year 2015 (July 1, 2014 – June 30, 2015). **Commissioner William Frederiksen moved to include in the County budget for fiscal year 2015 \$7500 for Soil Conservation, seconded by Commissioner Tod Shenton. Unanimous.**

ELECTED OFFICIALS MEETING

The elected official meeting was postponed until the February 24th meeting which will focus on personnel policy review.

PLANNING & ZONING UPDATE

Kerri Ellis, economic development professional, and Rick Fawcett representing Whisper Mountain met with the Board to review and renew the Whisper Mountain Contract. **Commissioner William Frederiksen moved to sign the Whisper Mountain service contract, Commissioner Tod Shenton, seconded. Unanimous.** She also discussed the non-conforming use per the Idaho state law. Clark County would like to define non-conformity use as it pertains to the original intent of the land use plan. Ms. Ellis will work with the Planning and Zoning Commission on this issue. Kent Gauchay offered assistance as needed.

ECONOMIC DEVELOPMENT UPDATE

Kerri Ellis, Economic Development Specialist, met with the Board, to discuss current issues. The EPC (Engineering Procurement Contract) is considering placement of a \$ 20 million dollar plant at the energy park. This facility would process woodchips into biofuel. They currently have a ten year contract for wood chips with Wilcox Brothers located in Utah. Miss Ellis will keep the Board aware of developments on this venture. The Economic Development Board is in need of a new board member. Patty Whittaker was submitted. **Commissioner Greg Shenton moved to approve Patty Whittaker as a new member of the Economic Development Board. Commissioner Tod Shenton seconded. Unanimous.** Miss Ellis reported that the Senior Citizens committee would like to donate \$ 20,000 towards the installation of a Commercial Kitchen in the Community Center; thus allowing 4-H cooking classes to be held within policy guidelines and some limited professional cooking within the community. Lastly, Miss Ellis reported she is working on a grant to update the bleachers at the Rodeo grounds.

EXECUTIVE SESSION

Commissioner William Frederiksen moved 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.

Kerri Ellis will be on personal leave for the month of March. P&Z forms will be available on line and in Assessor Carrie May's office and Rick Fawcett will handle all Planning and Zoning questions.

PUBLIC HEARING/ P&Z SPENCER

February 13, 2014 at 4:00 p.m. in the Clark County Courthouse;

Commissioner Greg Shenton called the hearing to order.

In attendance were Commissioner Greg Shenton, Commissioner Tod Shenton, Commissioner William Frederiksen, County Attorney Kent Gauchay, Planning & Zoning Supervisor Kerri Ellis, Assessor Carrie May, and Clerk Velvet Killian.

Miss Ellis reported that a public hearing in the City of Spencer has already been held on both matters. The first item of business was to increase the area of impact for the City of Spencer from ½ mile radius to 1 mile. No one in support of this change or in opposition to the change was present. The second item to consider was removing the commercial zone status within the City of Spencer. No persons were present to support or oppose the measure. Ms. Ellis addressed the benefits of the changes. She noted that the changes were favored by the citizens of Spencer and that you will still be able to apply for a variance to the code for commercial land use with city limits. **Commissioner William Frederiksen moved to adopt the recommendation of the Planning and Zoning department to expand the impact zone to one mile and to eliminate the commercial zone inside the city of Spencer. Commissioner Tod Shenton seconded. Roll call vote: Commissioner Tod Shenton, aye. Commissioner William Frederiksen, aye. Commissioner Greg Shenton, aye.**

TREASURER QUARTERLY REPORT

Annette Zweifel, treasurer presented the Board with the quarterly report and investment balances. She also expressed a need to acquire more shelving for her storage closet as hers was disassembled and destroyed during the recent courthouse renovations.

WASHBURN FENCING

The request by Washburn Fencing to approve access to county land for fence replacement was tabled.

PERSONNEL POLICY

A review of the Clark County Personnel Policy was conducted. Many areas were noted for update and clarification. County Attorney Kent Gauchay was asked to look into potential changes and updates.

JAIL INSPECTION

The Board of County Commissioners and County Attorney Kent Gauchay performed a Jail inspection.

BUTLER ENGINEERING REQUEST/ PLEASNAT VALLEY CREEK BRIDGE
Commissioner Greg Shenton moved to sign the “Certification of Completion of Right-of Way Activities” submitted by Butler Engineering. Seconded by Commissioner William Frederiksen. Unanimous.

SPECIAL MEETING FEBRUARY 24, 2014

GEM PLAN INSURANCE

Tim Marks and Grady Staley met with the Board and Clark County Employees to discuss current healthcare issues. Mr. Marks led the group in a review of Gem Plan Policy options, new health care laws, and comparisons on the exchange and open market. No changes in contracted policy were made at this time.

PERSONNEL POLICY REVIEW

The Board of County Commissioners, County Attorney Kent Gauchay, department heads & elected officials met to review the personnel policy. Those in attendance were: Bo Billman, Laurie Small, Kerri Ellis, Bart May, Carrie May, Velvet Killian, Greg Shenton, Tod Shenton, William Frederiksen, Kent Gauchay, Darrin May, and Russ Kerr. Items of review included payroll logging and coding, travel reimbursement policy, sick leave and vacation accrual, county drug testing policy and payroll draws. Many items needed to be clarified, and updated. Mr. Gauchay reiterated the need for the policy to be concise and transparent. All county employees should have access to and be familiar with policies. It was determined that over the course of the next few meetings, updates would be presented and reviewed for adoption.

VALLEY OFFICE SYSTEMS

Brandon Merzlock and Howard Hansen met with the Board to revisit the printer needs of Clark County. After beginning to implement the previous plan, many office workers and department heads felt their needs were misjudged. **Commissioner William Frederiksen moved to rescind the previous contract and sign a new contract with Valley Office Systems. Commissioner Tod Shenton seconded. Discussion. Roll call vote; Commissioner Greg Shenton, aye. Commissioner Tod Shenton, nay. Commissioner William Shenton, aye. Motion passed.**

EXECUTIVE SESSION

Commissioner Tod Shenton moved to enter into executive session pursuant to provisions of Idaho Code 67-2345, subsection 1 (b) to discuss personnel issues, seconded by Commissioner William Frederiksen. Roll call vote; Commissioner Frederiksen aye, Commissioner Tod Shenton aye, and Commissioner Greg Shenton aye. Unanimous.

Regular session was resumed.

There being no further business, the meeting was adjourned.



Velvet Killian, Clerk


Gregory A. Shenton

Gregory Shenton, Chairman