

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

December 11, 2023

The Board met this day, December 11, 2023 in regular session. The meeting was called to order at 9:05a.m. Those present were Commissioners Greg Shenton, Nick Hillman, and MaCoy Ward, Clerk Stephenie Stewart and Prosecuting Attorney Janna Birch.

CLAIMS

01-Current Expense	\$11,027.07
02-Road & Bridge	\$50,929.39
04-Ambulance	\$179.56
06-District Court	\$6,235.15
07-Fair, Community Building	\$44.21
08-Justice Fund	\$1,430.00
19-County/City Building & BLM	\$150.54
23-Solid Waste	\$1,204.60
27-Weeds	\$236.52
35-Planning and Zoning	\$1,317.27
36-911 System	\$4,661.12
45-Election Consolidation	\$46.98
Total	\$77,462.41

The Board of County Commissioners reviewed the claims and demands through December 11, 2023.

Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve and sign the claims and demands through December 11, 2023. 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 November meeting.

Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve and sign the Minutes November 13, 2023. After a unanimous vote, the motion passed.

COMMISSIONER MEETING DATES 2024

Meeting dates for 2024 were reviewed by the Commissioners. All meetings will be held on the second Monday of each month aside from the November meeting which is scheduled for Tuesday the 12th due to a holiday.

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COMMISSIONER COMMITTEE UPDATES

Commissioners gave updates on committees they sit on.

Commissioner Shenton participated in the interviews conducted for the two open Judge positions in the 7th Judicial District.

Commissioner Hillman attended a meeting for High Country RC&D in which they discussed roads, brush clearing and went over their balance sheet.

Commissioner Ward attended the Eastern Idaho Waste District meeting in which they discussed updates on the project.

CLERK'S OFFICE

Clerk Stephenie Stewart discussed the need for new chairs and furniture in the courtroom. She will gather quotes for the items to be approved at a later date.

The crack in the ceiling above the Clerk's window needs to be repaired. Clerk Stewart will contact Tammie Whyte, Trial Court Administrator, to discuss the repair as the damage occurred by District Court technicians when data lines were being ran for the courtroom.

PATHOLOGY SERVICES AGREEMENT

The Commissioners were presented with an agreement between Ada and Clark Counties in which pathology samples would be sent to Ada County for processing.

Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve and sign the agreement. After a unanimous vote, the motion passed.

PUBLIC DEFENDER CONTRACT

The Commissioners were presented with the 2024 Public Defender contract for Todd Erickson.

Commissioner Hillman made a motion and Commissioner Ward seconded the motion to approve and sign the contract. After a unanimous vote, the motion passed.

ANTIVIRUS SOFTWARE AGREEMENT

The Commissioners were presented with an agreement for antivirus software from Center for Internet Security. This would be a change from our current software that expires 12/31/2023. The cost for the new software is \$1,980.

Commissioner Hillman made a motion and Commissioner Ward seconded the motion to approve the purchase. After a unanimous vote, the motion passed and the agreement was signed.

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ROAD & BRIDGE

Mark Wilson, Road & Bridge Supervisor, attended the meeting, providing an update to the board. The need for a new tractor was discussed. Mark will gather additional quotes for lease or purchase and present them to the board at the next Commissioner meeting.

PURCHASE OF MOWER ATTACHMENT

The Commissioners were presented quotes for mower attachments.

Commissioner Ward made a motion and Commissioner Hillman seconded the motion the purchase of a 50" Broom Rotary from Diamond Mowers for the estimated cost of \$38,735.00, After a unanimous vote, the motion passed.

ANNUAL ROAD & STREET REPORT

The Commissioners were presented with the completed Road & Street Financial Report for fiscal year 2023.

Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve the report. After a unanimous vote, the motion passed and the report was signed.

SHERIFF DEPARTMENT

Sheriff Mark McClure came before the Board with updates from the Sheriff's Department. The dispatcher schedule is working well and Sheriff McClure does not feel another dispatcher is needed at this time. He will be closing the posting for a full-time dispatcher.

TAX CANCELLATIONS

Treasurer Lana Schwartz presented to the Board two applications for tax cancellation for the 2023 tax year.

After review and discussion, Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve the cancellations. After a unanimous vote, the motion passed.

RECESS FOR LUNCH AT 11:25 AM.

MEETING CALLED BACK INTO SESSION AT 1:00 PM

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LHTAC AWARD PRESENTATION FOR LEVEL 2 ROAD MASTERS

Dan Kunz, T2 Director with LHTAC discussed the T2 training program with the Commissioners. After discussion, Mr. Kunz presented awards to Mark Wilson, Mark Christensen and Noe Perez for completing training required to be Level 2 Road Masters.

ELECTED OFFICIALS / DEPARTMENT HEAD UPDATE

Clerk Stewart discussed the need for the County cars to be detailed as they are very dirty inside. Bo Billman, Building Maintenance, will take the cars to Idaho Falls to be detailed.

She also discussed the need for updates to the mileage, per diem and car use policies. They will be reviewed and discussed at the next Commissioner meeting.

Brittany Park with the Extension office discussed lack of heating in her office. Bo ordered a mother board and will install it once it is received.

EMERGENCY MANAGER UPDATE

Sheree Farr, Emergency Management Director/EMS Supervisor came before the board with updates on the EMS building

The grant for a new ambulance was submitted to Health and Welfare.

Sheree is working on updating the Ambulance Manual / Policy.

Resolution 2024-01 authorizing Greg Shenton to sign and execute documents associated with the submission of the Idaho Community Development Block Grant Application to the Idaho Department of Commerce was presented before the Board. Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve the resolution. After a unanimous vote, the motion passed and the resolution was signed.

EXECUTIVE SESSION

Commissioner Ward made a motion and Commissioner Hillman seconded the motion to go into Executive Session per 74-206(1)(f). After a unanimous vote and roll call, with all Commissioners and Prosecuting Attorney present, the session began at 2:28 PM

The Executive Session ended at 2:59 PM

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ROCKY MOUNTAIN POWER

Tim Solomon with Rocky Mountain Power came before the Board to discuss current projects and updates.

EXTENSION OFFICE

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

Brittany is working on preparing for the 2024 State Fair as well as adding additional classes and an organized schedule for 4-H events. She is also working on an NRA grant for shooting sports equipment.

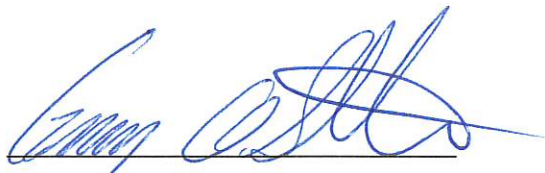
There is an Archery and Shotgun certification class in Boise February 24-25, 2024 that Brittany would like to attend. The Commissioners will discuss and re-address at the next Commissioner meeting.

Office hours and working schedule for the department was discussed as well as appropriate times for children to be in the office.

The regular meeting adjourned at 4:36 p.m.

PUBLIC HEARING – CARES GRANT FOR EMS BUILDING

The hearing was called to order at 5:00 PM and was adjourned at 5:09 PM. Meeting notes and roster are attached.



Greg Shenton, Chairman



Stephanie Stewart, Clerk

MEETING MINUTES

Clark County

DATE:	December 11, 2023
TIME:	5:00 PM
PLACE:	Clark County Courthouse 224 West Main Street Dubois, ID 83440
GRANTEE:	Clark County, Idaho
AMOUNT:	\$700,000

PERSONS PRESENT

Those present at the meeting are listed on the attached attendance roster.

MEETING

Commissioner Shenton brought the hearing to order at 5:00 pm and introduced Taylor Carr of Altura. Mrs. Carr was asked to provide information to the public on the application being submitted to the Idaho Department of Commerce for an Idaho Community Development Block Grant. She proceeded to explain the following;

- I. **General Description of the Proposed Project** – This funding opportunity will allow for the construction of and EMS Building for Clark County.
- II. **Proposed Budget** –\$700,000 of CDBG funds, total project approximately \$1.05 million.
- III. **Proposed Schedule** – If awarded, the County will procure a contractor and a construct a new EMS Building by December 2025.
- IV. **Proposed Beneficiaries** – All residents of Clark County will benefit including the low and moderate-income residents.
- V. **Questions & Comments** – Mrs. Carr noted for the record that comments would be taken for five days following the hearing, and that the grant application handbook and the grant application were both available for review. Comments will be responded to in writing within fifteen (15) working days where practicable. She also indicated that the funds for the Idaho Community Block Grant program come to the State of Idaho from the U.S. Department of Housing and Urban Development.

ADJOURNMENT

Stephanie Stewart

Stephanie Stewart, County Clerk