

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

March 11, 2024

The Board met this day, March 11, 2024 in regular session. The meeting was called to order at 9:04 a.m. Those present were Commissioners Greg Shenton, Nick Hillman, and MaCoy Ward, and Clerk Stephenie Stewart. Prosecuting Attorney Janna Birch was not present for the meeting.

No changes were made to the agenda.

**CLAIMS**

01-Current Expense	\$1,232.70
02-Road & Bridge	\$66,326.49
04-Ambulance	\$42.61
23-Solid Waste	\$326.95
24-TORT	\$35,276.50
27-Weeds	\$209.77
45-Election Consolidation	\$53.72
50-PILT	\$855.34
Total	\$104,324.08

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

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

**MINUTES**

The Board reviewed the minutes from the February meeting.

**Commissioner Hillman made a motion and Commissioner Ward seconded the motion to approve and sign the Minutes for February 12, 2024. After a unanimous vote, the motion passed.**

**APPROVAL OF UPDATED PER DIEM & MILEAGE RATES**

Clerk Stewart presented Resolution 2024-02, finalized amounts for Per Diem and Mileage, to the Board for review and approval. The updated rates for employee reimbursement for Per Diem and Mileage were discussed during previous Commissioner meetings.

**Commissioner Hillman made a motion to approve Resolution 2024-02, as presented. Commissioner Ward seconded and after a unanimous vote, the motion passed and the Resolution was signed.**

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**COMMISSIONER COMMITTEE UPDATES**

Commissioner Shenton shared with the Board the potential of an environmental consulting company working with multiple counties to combat wolves, lynx and mountain lions.

Commissioner Ward attended a meeting for the Waste District. Equipment was purchased through a USDA grant. Work is being completed at the site as well as creation of a website. Drone pictures and videos will be uploaded to the website that will show the progress of the site. The counties involved will be transporting garbage to the site themselves. Only those part of the Waste District will be allowed to use the site. A press conference and ribbon cutting will be announced soon. As the project progresses, Jake Irick (Road and Bridge Supervisor) will become more involved. Payroll for 1 or 2 County employees will shift to the District or they will reimburse the County for the cost. This will be determined at a later date.

Commissioner Hillman did not have any updates for this month.

**ROAD & BRIDGE**

Aaron Swenson with Forsgren provided updates to the Board on current and upcoming projects. The bridge design for the bridges located on the Red Road, Diversion and Gravy Ridge were presented. The Red Road bridge will be 40 feet while the other two bridges will be 28 feet. Bid dates and construction windows are being discussed. Potentially, they would like to close the Red Road one month earlier than usual in order to begin construction prior to winter. The Diversion and Gravy Ridge bridges will require coordination with ranches who use those locations for sheep crossings. Ideally, construction will begin late summer or early fall with approximately 6 weeks to complete the install. Aaron also discussed the A2 project noting source material looks good with construction starting as soon as weather permits.

Jake Irick, Supervisor, provided updates to the Board. His plan for opening roads is April 15<sup>th</sup> depending on the weather. Once roads are open, grading and patching will begin. 50 degrees is required for patching. They are working on clearing snow and widening the edges in Kilgore. Grading roads in Montevue will begin as soon as weather permits.

Jake is working on a schedule for operations, maintenance and the landfill. Staff are being cross-trained and are attending weekly safety meetings. Tires and refrigerators are being removed from the landfill. He will bring the 2024 plan to the next Commissioner meeting. He is also working on getting a lower price for fuel by possibly piggy-backing with the state.

An oil bid from Idaho Asphalt Supply was presented.

**Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve the purchase from Idaho Asphalt Supply. After a unanimous vote, the motion passed.**

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A bid to purchase a 2017 Rosco RB50 Power Broom for \$35,000 was presented to the Board. **Commissioner Ward made a motion and Commissioner Hillman seconded the motion to approve the purchase up to \$35,000. After a unanimous vote, the motion passed.**

**SHERIFF DEPARTMENT**

Sheriff Mark McClure came before the Board with updates from the Sheriff's Department. He is working on the Watercraft Inspection Grant for FY2024 and should have the final details by the next Commissioner Meeting. The Sheriff's Office is also working on grants for body armor, a side by side and body cameras.

ICRMP approved the repairs for the Ford, parts have been ordered and the repairs should start within the next two weeks.

Sheriff's Office storage was discussed as the building currently used will be removed once the EMS building construction starts. Options such as an enclosed utility trailer were discussed as well as considerations for the location of an impound yard. All items being stored need to be secure and behind a locked gate.

The Sheriff's Office, along with Search & Rescue, completed avalanche and beacon training.

The FY2024 USDA Law Enforcement Agreement was presented to the Board.

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

**11:30 a.m. Forest Service Update – vacated**

**EXTENSION OFFICE**

Hailey Holden, Extension Agent, came before the board with updates. She presented her plans for the rest of the year including a schedule, dates for day camps and other activities. She visited the schools to discuss their needs and areas of collaboration. Potential clubs were also discussed.

Hailey would like to purchase a Cricut machine. The Commissioners asked for quotes to be reviewed at a later date.

**The meeting recessed for lunch at 11:45 a.m.**

**The meeting was called back in session at 1:01 p.m.**

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**ELECTED OFFICIALS UPDATE**

The ambulance tires need to be repaired, which is scheduled to be done this week.

Document scanning needs to be completed. Clerk Stewart will reach out to other Clerks to see who they used for their scanning.

The ceiling above the Clerk's office was damaged around 2019 by technicians installing cables for the Supreme Court. Clerk Stewart will discuss with Tammie Whyte, the TCA for the Supreme Court.

The Board of Equalization training is scheduled in St. Anthony on Monday, April 2<sup>nd</sup>. Attending will be the Commissioners, Clerk and Assessor.

The IAC Spring Elected Officials Institute is scheduled for May 3<sup>rd</sup> in Idaho Falls. Attending will be the Commissioners, Clerk, Assessor and Treasurer.

The IACC Annual Meeting is schedule for June 4<sup>th</sup> through June 6<sup>th</sup> in Idaho Falls. Attending will be the Commissioners and Clerk.

Clerk Stewart discussed building security ahead of the election. She will reach out to the Secretary of State for possible grant money to assist with the costs involved. This would include cybersecurity.

Clerk Stewart provided an update on the PERSI rates which are scheduled to increase effective July 1, 2024.

Treasurer Lana Schwartz will be out of the office the week of March 25<sup>th</sup> through March 28<sup>th</sup>.

Clerk Stewart will be attending Court Auditor training in Boise April 2<sup>nd</sup> through April 5<sup>th</sup>.

**EMERGENCY MANAGER UPDATE**

Sheree Farr, Emergency Management Director/EMS Supervisor came before the Board with updates.

The Fire Mitigation Grant Project was presented to the Board. Commissioner Shenton signed the document as the Grant Signer.

The Architect contract for the EMS building was reviewed by the Board. Commissioner Shenton will sign the contract after Prosecutor Janna Birch reviews the contract.

Rick Miller with Altura was present for the meeting and discussed the status of the EMS build. The environmental assessment was completed and will be published in the Jefferson Star along with the request for the release of funds.

Shelley Fire and EMS have put in a bid to purchase a surplus ambulance cot for \$2,000. They would like to complete the purchase on March 30<sup>th</sup> and would bring payment at that time.

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**Commissioner Ward made a motion and Commissioner Hillman seconded the motion to sell the ambulance cot. After a unanimous vote, the motion passed.**

The County was awarded a grant from the Healthcare Coalition for \$18,500 to be used to stock the ambulance and jump bags for the EMTs. Sheree is also working on grants from Firehouse Subs and Ag West.

Sheree discussed the logistics of getting the SCBA fil station purchased using the SHSP grant. The most cost-effective option is to rent a truck and have Sheree go pick it up. She will leave on April 1<sup>st</sup>.

The new ambulance is still on schedule to be delivered the first week of July. The newest ambulance bids are being finalized and will be built identical to the new ambulance.

**PLANNING & ZONING**

Elsie Turman came before the Board to give updates on items the Planning & Zoning Committee have been working on. Those items include Agriculture Permits for \$75, short-term rental terms and fees, approved resolution for fines at \$300 a day, zone changes for commercial property in Spencer but not within the city limits, and the requirement of manufactured homes needed to have a manufactured date of 1995 or newer.

Thermalac applied for an Agriculture permit. They were denied as mining is not agriculture. The value of the building they want to build is approximately \$3.5 million.

**5C/JUVENILE JUSTICE UPDATES**

Shane Boyle and Darin Burrell came before the Board with updates. The Vape Bus will be coming to Dubois to show parents what to look for as part of the EMS fair. They are looking into vape detectors for the school and possibly teaching a class on vaping for the community. They are hoping this will be a very valuable thing for the community.

**The meeting adjourned at 3:25 p.m.**



Greg Shenton, Chairman



Stephanie Stewart, Clerk