



# POWER COUNTY BOARD OF COMMISSIONERS

**Meeting Minutes**  
*Commission Chambers*  
**543 Bannock Ave.**  
**American Falls, ID 83211**  
[www.powercounty.is.us](http://www.powercounty.is.us)

Monday, June 22, 2015, 9:00 a.m.

## I. CALL TO ORDER

The Board of County Commissioners met in regular session Monday June 22, 2015, and called the meeting to order at the hour of 9:00 am, in the Commission Chambers of the Power County Courthouse.

## II. COMMISSIONERS/STAFF

**PRESENT:** Commissioner Ron Funk, Chair  
Commissioner Delane Anderson  
Commissioner Bill Lasley

**ABSENT:** None

**STAFF:** Sharee Sprague, Clerk  
Carolyn Skenandore, Deputy Clerk  
Adam M Strong, Legal Counsel Intern

**OTHER PARTIES PRESENT:** Dan Chadwick, by telephone  
Treasurer Deanna Curry  
Havilah Workman  
Jennifer Thaxton  
Deputy Sheriff, Kevin Ostler  
Lois Greenrod  
Assessor, Mary Annen  
Mitch Cromwell, by telephone  
Robert Steinlicht  
Stan Seamons, by telephone  
Steven Hartley

## III. AGENDA

### A. NOTICES/REPORTS

1. **Budget Workshop:** The Board of County Commissioners worked on the 2016 Fiscal Year Budget. Discussions included the public defender contracts, implementation consideration of a pond and panel at the airport, website maintenance, assessor vehicle expenses and repairs, GIS priorities and options.
2. **Public Defense commission update:** Pursuant to the news that the American Civil Liberties Union (ACLU) has filed a lawsuit against the State of Idaho for failure to comply

with Constitutional right of defense. Dan Chadwick of the Idaho Association of Counties verified the filing of the law suit. Commissioner Funk inquired of the necessity of changing process this budgetary year from a flat contract date. Mr. Chadwick advises that the County should not extend the flat contract for another year. Mr. Chadwick suggests looking at a mutual county module where the counties can share the workload and staffing of an Office of Defending Attorney.

3. **Coroner Budget:** Power County Coroner Mark Rose appeared before the Board and presented budget requests for the 2016 Fiscal Year. The Board advised that the vehicle operating expense line item of \$1,000.00 would be restored and increased the laboratory line item as per request.
4. **Solar Farm Update:** Power County Building Administrator appeared before the Board advising that the disgruntled party and the Solar Farm is working to resolve their differences. The Special Use permit is still pending completion. The Solar Farm is currently in holding as the land is currently in crop. Mr. Steinlicht advises that the company working in Power County is much further advanced than the proposed project at Fort Hall, Idaho. Mr. Steinlicht advises that he has a meeting with the Valley Engineer at FMC site on Wednesday at 10:00 am. The Board advised of a complaint received regarding a possible fire hazard for failure to maintain property.
5. **Extension Office:** Commissioner Anderson advises that the University of Idaho has requested that upon hiring of a regional director that the county would provide an office for said director. Jennifer Thaxton appeared and advised that there is office space available on a part-time basis. Ms. Thaxton reported that they had 60 kids attend 4-H camp, which was held locally and, therefore, it was a one (1) day trip this year.
6. **Computer Arts Inc. (CAI):** Mitch Cromwell and Stan Seamons of CAI appeared telephonically to answer questions related to the web time personnel time tracking and the affordable care act compliance reporting modules offered through the company. Mr. Cromwell explained that there is not charge to purchase the software, however, there would be annual maintenance fees assessed to the county based on the number of employees employed annually. Clerk Sprague inquired if there was a mechanism to pro rate charges for infrequent and/or seasonal employees. Mr. Cromwell explained the process to activate and inactivate employees would not be productive, however, the company could work with the county for charges related to seasonal or infrequent employees that are not on the county payroll system for more than three (3) months of the year. The cost to the county is \$24.00 annually, which would equate to an annual cost of \$2,832.00 to the county. The addition of the web time module would allow for better reporting of performance hours by the employees, verification by department heads and supervisors and upload information directly into the county payroll system. The affordable care act compliance reporting module would pull required information directly from the payroll system and produce necessary forms for reporting.
7. **Website Management Proposal:** Havilah Workman appeared before the Board and presented a proposal to manage the county website. Ms. Workman explained that she is experienced with WordPress, which the website is developed. The website currently has 546 published pages and 60 drafts and several unused plug ins, which causes the website to function slowly. Ms. Workman proposes to provide five (5) hours of training each month to any employee seeking more knowledge on operation and update of the

website. Commissioner Anderson inquired if there would be an interest and what would be the cost of including services for managing the website content such as uploading information for agencies and departments. Ms. Workman proposes that just the maintenance proposal (submitted) would cost a one-time set-up fee to clean up the unnecessary pages, drafts and plug ins and then \$125.00 per month for the ongoing maintenance. Ms. Workman will submit a written proposal to include the day to day maintenance of the website.

8. **Rockland Transfer Station Property Acquisition:** The Board inquired of Richard Hartley regarding ability to purchase property to relocate the Rockland Transfer Station. Mr. Hartley advises that he cannot provide an appraisal information and a licensed appraisal would cost an estimate of \$1000.00. Robert Steinlicht updated the Board on County Ordinance compliance and would anticipate disagreement by surrounding residents. Commissioner Anderson reports that if the acquisition would cause disharmony, he would prefer to look at other solutions to the Rockland Transfer station impediments. Commissioner Lasley proposes having a public hearing in Rockland before any action is taken. Commissioner Anderson inquired to Craig Heward about work that needs to be done at the current Rockland transfer station, if concrete work was necessary or just metal flaps. Craig said he would look into bids.

**B. MOTIONS:**

1. **Agenda:** A motion to approve the agenda for Monday, June 22, 2015, was presented by Commissioner Anderson with a second by Commissioner Lasley. Following an audible call of the board, the motion unanimously carried.
2. **Personnel Software:** A motion to purchase the web time personnel time tracking and the affordable care act compliance reporting modules offered through Computer Arts Inc. at a rate of \$24.00 annually per employee was presented by Commissioner Lasley with a second be Commissioner Anderson. Following an audible call of the board, the motion unanimously carried.
3. **Health & Welfare Contract Amendment:** Kevin Ostler, Power County Sheriff's Deputy, appeared before the Commissioners to present a copy of the amendment of the contract between the Idaho Department of Health and Welfare and Power County for service of civil papers on behalf of the Department and compensating the county the sum of \$50.00 per process. The cost matrix verifies the original contract cap and amendments for a maximum contract amount of \$21,200.00. Due to time constraints, Commission Chair Funk signed the amendment on behalf of the Board on June 17, 2015.

A motion to ratify Commissioner Funk's signature and accept the amendment to the contract was presented by Commissioner Lasley with a second by Commissioner Anderson. Following an audible call of the board, the motion unanimously carried.

4. **Hardship Application:** Taxpayer, Lois Greenrod, moved for an exemption on her taxes in the amount of \$500.00 on the grounds that she received a 1 time capital gain which moved her above the homeowner's exemption this year. Assessor Mary Annen explained that historically Ms. Greenrod has qualified for the exemption in the past equating to \$490-\$500 in a reduction. Ms. Greenrod explained that her medical expenses were \$7,000.00 this year and the exemption would be for the 2015 Taxes.

A motion to approve the application for hardship exemption pursuant to IC 63-711 as filed by Lois E Greenrod for the 2015 tax year was presented by Commissioner Anderson with a second by Commissioner Lasley. Following an audible call of the board, the motion unanimously carried.

5. **Transfer Station Closure:** Craig Heward reports that the rest of the County is closed on Friday July 3, 2015, for the 4<sup>th</sup> of July Holiday, however, the Transfer Station is scheduled to be open and requested the Board to allow the Transfer Station to close on the 3<sup>rd</sup> to coincide with other county officers. The Board inquired if the Transfer Station intended on closing on the 4<sup>th</sup> as well, which Mr. Heward confirmed. The Board advises that should the request be granted, employees would only receive benefit for one day and that part-time personnel who would normally work on the days the station would be closed would not be paid. Mr. Heward acknowledged the stipulations and requested the Board to consider the request.

A motion to close the Power County Transfer Station on July 3<sup>rd</sup> and July 4<sup>th</sup> in conjunction with other county departments was presented by Commissioner Lasley with a second by Commissioner Anderson. Following an audible call of the board, the motion unanimously carried.

6. **Agenda Amendment:** A motion to amend the agenda to include request to close transfer station on the grounds that publication may be required, which would need to be submitted to the Power County Press prior to the next meeting of the Board of County Commissioners was presented by Commissioner Anderson with a second by Commissioner Lasley. Following an audible call of the board, the motion unanimously carried.
7. **Approval of Past Meeting Minutes:** A motion to accept minutes as presented for meetings held on June 4, June 5 and June 15, 2015, was presented Commissioner Anderson with a second by Commissioner Lasley. Following an audible call of the board, the motion unanimously carried.

C. **POINTS OF ORDER:**

1. **Rave Communications Website Development:** Upon submission of website maintenance proposal and questions related to the function of the website, the Board directed Clerk Sprague to contact Rave Communication and reschedule the agenda item for a meeting with representatives of Rave Communications.
2. **Misdemeanor Probation:** By consensus the Board the agenda item is tabled pending budget impact clarification resulting for the law suit filed by American Civil Liberties Union (ACLU) has filed a lawsuit against the State of Idaho for failure to comply with Constitutional right of defense.
3. **Gifford Street Rental:** By consensus of the Board the agenda item is tabled pending budget determinations regarding options for alternate needs of the facility. The building shall remain as rented property until such time as other needs prevail for use of the building.

**IV. EXECUTIVE SESSION:**

NO EXECUTIVE SESSION HELD

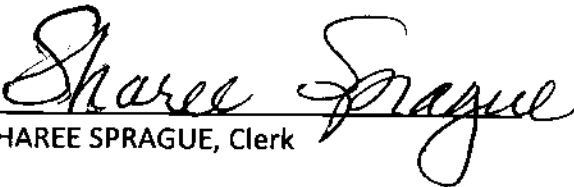
**V. ASSESSMENTS/CONCLUSIONS:**

1. **Next Meeting:** The next regular session for the board to meet is slated for June 29, 2015.
2. **Adjourn:** Having no further business to come before the Board, a motion to adjourn was presented by Commissioner Lasley with a second by Commissioner Funk. Following audible call of the Board, motion carried and the meeting was adjourned at 4:10 pm.

The foregoing minutes were approved by the Board of County Commissioners during the Regular Board Meeting held June 29, 2015.

  
\_\_\_\_\_  
COMMISSIONER FUNK, Chairman

ATTEST:

  
\_\_\_\_\_  
SHAREE SPRAGUE, Clerk

**The following is a record of parties that participated in the Business of the Power County Commissioners on Monday, June 22, 2015**

<b>ARRIVED</b>	<b>APPEARED</b>	<b>LEFT</b>
8:30 am	Sharee Sprague	4:10 pm
8:30 am	Bill Lasley	4:10 pm
8:55 am	Ron Funk	4:10 pm
8:45 am	Delane Anderson	4:10 pm
8:50 am	Mark Rose	9:32 am
10:29 am	Robert Steinlicht	11:07 am
11:18 am	Dan Chadwick (telephonically)	11:32 am
11:21 am	Jennifer Thaxton	11:45 am
11:43 am	Deanna Curry	12:14 pm
11:45 am	Stan Seamons (telephonically)	12:07 pm
11:45 am	Mitch Cromwell (telephonically)	12:07 pm
11:48 am	Carolyn Skenandore	12:25 pm
12:55 pm	Havilah Workman	1:32 pm
1:18 pm	Steven Hartley	2:17 pm
1:35 pm	Adam Strong	2:17 pm
1:42 pm	Carolyn Skenandore	1:52 pm
1:53 pm	Robert Steinlicht	2:17 pm
2:28 pm	Kevin Ostler	2:40 pm
3:15 pm	Mary Annen	3:56 pm
3:30 pm	Lois Greenrod	3:36 pm