



# POWER COUNTY BOARD OF COMMISSIONERS

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

Thursday, March, 26, 3:00 p.m.

## I. CALL TO ORDER

The Board of County Commissioners met in special session Thursday, March 26, 2020, and called the meeting to order at the hour of 3:08 pm, in the Commission Chambers of the Power County Courthouse via Zoom.

## II. COMMISSIONERS/STAFF

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

ABSENT: None

STAFF: Sharee Sprague, Clerk  
Flor Cardona, Deputy Clerk  
Anson Call, Legal Counsel

OTHER PARTIES PRESENT: Treasurer Deanna Curry Daniel Moore  
Assessor Mary Annen Di Jones  
Connie Woodworth Jeff Rankin  
Andi Higgins Kami Chandler  
Sheriff Jim Jefferies Judge Paul Laggis  
Chief Deputy Max Sprague

## III. AGENDA

### A. MOTIONS:

1. **Agenda:** A motion to approve the agenda for Thursday, March 26, 2020, was presented by Commissioner Lasley with a second by Commissioner Anderson. Following audible call of the Board, motion unanimously carried.
2. **COVID-19 Updates:** Clerk Sharee Sprague advised she sent out a questionnaire to the Courthouse employees. Clerk Sprague advised the School District has allowed the courthouse employees to borrow their chrome books. Clerk Sprague advised that the courthouse phone number can be transferred to County employees' number. Clerk Sprague advised Mitch Cromwell or Steve Stringham can route or VPN employees to their

computers. Clerk Sprague inquired on if the Commissioner offices can be used to isolate employees if needed. Clerk Sprague reports she was advised the Commission to determine what are considered essential services.

Commissioner Funk inquired on each department on what is essential and what can be suspended or delayed. Legal Counsel Anson Call advised for his department he is trying to minimize contact between the employees. Mr. Call advised all the functions in his office are deemed essential under his understanding. Mr. Call advised that Travis Stevens-White and himself will adopt a 2-day rotation schedule. Mr. Call advised that Traci Harbart his administrative assistant will primary work from home with remote desktop control and attempt to have business calls forwarded to her phone. Mr. Call advised that sanitizing is done in the office.

Clerk Sprague advised the Court and the Deputy Clerks will be rotating shifts. Clerk Sprague advised having the employees work 3 days in office and 2 days at home and rotating. Clerk Sprague advised when the employees are home they will be VPN into their computer. Clerk Sprague advised sanitation will be practiced and when opening mail gloves will be worn. Clerk Sprague advised that the Supreme Court has 2 laptops assigned for Court Clerks. Clerk Sprague advised that the court employee at home will do Odyssey processing and envelopes and for the person in office would be scanning and answering calls.

Clerk Sharee Sprague advised that for the 3 additional drop boxes ordered, the estimated delivery date is slated for April 30, 2020.

Commissioner Funk advised posting signage on the door so it is clear what each office is in charge of.

Assessor Mary Annen advised she would rotate her staff. Assessor Annen advised that working from home is an option. Assessor Annen advised the Idaho Transportation Department applied an extension to driver's license and registrations until June 30, 2020.

Treasurer Deanna Curry advised her job essentials are making sure the County has funds to pay bills. Treasurer Curry advised she is limiting the bank deposit to once a week. Treasurer Curry advised she and Terri Kendall will rotate and work from home. Treasurer Curry advised Ms. Kendall is picking up mail daily and checking the drop box about twice a day. Treasurer Curry reminded the Commission that the Sheriff's sale is coming up and is unsure if the Commission would like to postpone it due to the current situation.

Landfill Supervisor Jeff Rankin advised the Landfill is busy and the employees are healthy and have been cleaning & sanitizing 3 times per day. Mr. Rankin advised they are practicing the 6 ft. social distancing. Commissioner Anderson advised Mr. Rankin should contact the Sheriff's office on protocol regarding shoe cleaning.