



# 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)

**Monday, August 28, 2023, 9:00 a.m.**

## **I. CALL TO ORDER**

The Board of County Commissioners met in regular session Monday, August 28, 2023, and called the meeting to order at the hour of 9:04 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 Cathy Miles, Deputy Auditor Nate Cuoio, Legal Counsel Skyler Johns, Legal Counsel (water rights)
OTHER PARTIES PRESENT:	Assessor Laura Porath Sheriff Josh Campbell Treasurer Deanna Curry Chief Deputy Sheriff Kasey Kendall Andi Higgins Britney Herrgesell Bryce Contor, RMEAI Celia Klassen Chad Chlarson Chester Taylor David Bethke Jeff Rankin Jennifer Thaxton Jessica Deagle (Zoom) Kasey Kendall Kristi Permann Steve Stringham Thane Kindred, RMEAI

## **III. AGENDA**

### **A. NOTICES/REPORTS**

1. **FY2024 Public Budget Hearing:** Commissioner Funk opened the meeting at 12:11 pm and directed Clerk Sprague to provide a summary of changes. Each of the Commissioners thanked the Elected Officials and Department Heads and provided a statement of areas considered in the process. Treasurer Deanna Curry inquired on the Justice Fund budget lines. Clerk Sprague explained the budgeting formula was to provide for a 5% increase and if the current budget amount could sustain it, it was not increased. Clerk Sprague also advised that \$500.00 per position was also allocated to

the extra payroll line which could be accessed upon approval of the Commission. Sheriff Campbell explained his hiring structure and employee development and confirmed that his budgetary needs were supported. Assessor Laura Porath asked about her part-time line. Clerk Sharee Sprague reviewed the budget and verified there was an error in formulas for the revaluation employees and she will make the corrections so long as the overall changes equate to a lower budget than published, otherwise any overage would be sustained by the extra payroll line. Celia Klassen appeared on behalf of the Power County Press and the Power County Museum Board. Ms. Klassen and presented questions regarding the overall budget, state of the museum and current museum budget. Clerk Sharee Sprague invited Ms. Klassen to come meet with her individually and go over all budget questions and concerns. Commissioner Anderson confirmed current budget questions and advised that they could discuss further when the museum board met later in the week. Matt Rose of Davis Rose Mortuary advised that they have been paying other mortuaries to cover for them when Coroner Mark Rose is unavailable and reported that those costs have been getting covered from their business. Matt Rose advised that they have been making inquiries between other coroner's and counties and would like to begin discussions on needed changes for implementation in fiscal year 2025. Clerk Sprague explained the budgetary process and timelines and invited them to come meet and begin discussions now as she already has suggestions logged for fiscal year 2025. Juvenile Probation director Brittni Herrgesell inquired about the misdemeanor probation increase and if the contractor would be hiring a full-time employee. Commissioner Lasley advised that the county has entered into a contract for supervision services for fiscal year 2024 and the contractor will assure services are completed pursuant to the contractual needs advising the parties agreed to discuss further in April of next year. Commission Chair Ron Funk polled each party present for further inquiries or question and with nothing further presented the public meeting was closed at 12:51 pm.

2. **Power County Ambulance Administration & Financial Report:** Chief Kristi Permann appeared before the Board and advised that she has not received financials from either company. Ms. Permann reported on building updates. Deputy Chief Chad Chlarson reported that he is using a new scheduling program that will help with keeping personnel scheduled without building up a bunch of comp hours.
3. **Sheriff's Office Update:** Chief Deputy Sheriff Kasey Kendall appeared before the Commission to provide updates on behalf of the Sheriff who is covering the front doors. Chief Deputy Kendall advised that Deputy Marshall has an opportunity to provide an ATV safety course at the High School and sent a release of liability to legal counsel for consideration. Chief Deputy Kendall reported that he has been working with the Bureau of Reclamation on patrol contract and options. Chief Deputy Kendall reported on personnel updates within the office. Chief Deputy Kendall reported that many of the body cameras and tasers have gone thru some excessive wear and tear and have identified a couple of other positions should be equipped and currently are not. Chief Deputy Kendall advised that they are currently split between brands in the Office and have gotten quotes from Digital Ally and Axiom. Chief Deputy Kendall explained the differences and reports they believe the Axiom is a better suited option

for their purposes. Chief Deputy Kendall reported that they received another complaint regarding a quinceañera and there may be some charges that will arise from the complaint.

**B. MOTIONS:**

1. **Agenda:** A motion to remove the public tax deed hearing and Board appointments, move the Sheriff's Updates to 9:30 am and move Building and Grounds to 1:00 pm and remove the ambulance classification from personnel updates then approve the agenda for Monday, August 28, 2023, was presented by Commissioner Anderson with a second by Commissioner Funk. Following audible call of the Board, motion unanimously carried.
2. **Claims:** A motion to approve the claims approval report in the amount of \$100,612.65 was presented by Commissioner Lasley with a second by Commissioner Anderson. Following an audible call of the board, the motion unanimously carried. Upon approval of the Board, the summary of claims paid are as follows;

FUND	Paid
0001 GENERAL FUND (CURRENT EXPENSE)	\$ 13,496.26
0003 FAIR BOARD	\$ 500.00
0004 POWER COUNTY AMBULANCE DIST.	\$ 3,092.37
0006 DISTRICT COURT	\$ 6,235.98
0008 JUSTICE FUND	\$ 31,289.28
0009 DRUG COURT	\$ 150.00
0010 ENHANCED 911 SERVICES	\$ 990.75
0011 HEALTH DISTRICT	\$ 19.06
0016 INDIGENT	\$ 187.93
0020 REVALUATION	\$ 593.71
0023 SOLID WASTE (LANDFILL)	\$ 243.97
0024 TORT	\$ 8,675.93
0027 WEEDS	\$ 64.68
0038 WATERWAYS	\$ 725.00
0039 MUSEUM	\$ 696.99
0041 AMERICAN RESCUE PLAN ACT	\$ 32,977.17
0050 PAYMENT IN LIEU OF TAXES	\$ 673.57
<b>Total Amount Paid</b>	<b>\$ 100,612.65</b>

Commissioner Funk presented an invoice Cooper Larsen in the amount of \$2,272.47. Upon conclusion, a motion to pay the invoice from 01-05-0480-00 was presented by Commissioner Lasley with a second by Commissioner Anderson. Following an audible call of the board, the motion unanimously carried.

3. **Convene as Ambulance District Board at 9:17 am:** A motion to adjourn as the Power County Board of County Commissioners and convene as the Power County Ambulance District Board was presented by Commissioner Anderson with a second by Commissioner Lasley. Following an audible call of the board, the motion unanimously carried.
4. **Ambulance Personnel Updates:** Clerk Sharee Sprague presented ambulance personnel updates advising that all positions have been vetted for budget sustainability.
  - The Power County Ambulance hired a part-time no benefits, Tom Igoe and request that Igoe receive \$15,210.00 annually or \$15.00 hourly as compensation for completion of assigned job duties.
  - The Power County Ambulance hired a part-time paid per call employee, Macie Evans and request that Evans receive compensation for calls.
  - The Power County Ambulance hired a part-time paid per call employee, Shaney Allen and request that Allen receive compensation for calls.
  - The Power County Ambulance hired a part-time paid per call Ambulance Driver, Austyn Kennison and request that Kennison receive compensation for calls.
  - The Power County Ambulance hired a part-time paid per call Ambulance Driver, Trenton Boyer and request that Boyer receive compensation for calls.

Upon conclusion, a motion to approve personnel updates as reported was presented by Commissioner Lasley with a second by Commissioner Anderson. Following an audible call of the board, the motion unanimously carried.

5. **Ambulance District Standard Operating Procedure Policy:** Chief Kristi Permann presented an update for the Ambulance District Standard Operating Procedure Policy. Upon conclusion, a motion to approve 2.1 Interfacility transports originating at Power County Hospital effective August 28, 2023, was presented by Commissioner Lasley with a second by Commissioner Anderson. Following an audible call of the board, the motion unanimously carried.
6. **Reconvene as Board of County Commissioners at 9:41 am:** A motion to adjourn as the Power County Ambulance District Board and reconvene as the Power County Commissioners was presented by Commissioner Lasley with a second by Commissioner Funk. Following an audible call of the board, the motion unanimously carried.
7. **Certificate of Residency Application for Junior College Tuition I.C. §33-2110:** A motion pursuant to I.C. §33-2110 to approve the Applications for Certificate of Residency for Junior College Tuition assistance as filed was presented by Commissioner Lasley with a second by Commissioner Anderson. Following an audible call of the board, the motion unanimously carried and the following certificates of residency were approved;

Applicant Name	Accredited College	Term Covered
Caitlin Reas	College of Southern Idaho	Fall 2023 – Spring 2024
Maria Ledesma	College of Southern Idaho	Fall 2023 – Spring 2024

Maria Gonzalez	College of Southern Idaho	Fall 2023 – Spring 2024

8. **Personnel:** Clerk Sharee Sprague reported that she has hired Cindy Haney to work part-time. Clerk Sprague reports that Linda Annen and Evelyn Michaelson are currently paid from 01-06-406-00. Clerk Sprague reports that Ms. Annen is only working to finish out the Indigent reporting and is only working 1-2 days a month. Clerk Sprague reports that Ms. Michaelson has been re-assigned solely for election based duties and therefore, will be moved to 15-00-0406-00 and Ms. Annen and Ms. Haney will share the 01-06-406-00 part-time salary line. Upon conclusion, a motion to approved the salary rate approval from for Cindy Haney was presented by Commissioner Lasley with a second by Commissioner Anderson. Following an audible call of the board, the motion unanimously carried.
9. **Treasurer Update:** Treasurer Deanna Curry appeared before the Commission and confirmed that the delinquent tax property scheduled for tax deed hearing today paid their taxes in cash on Friday afternoon and, therefore, there was no need for a tax deed hearing today. Treasurer Curry reports that the financial report Treasurer Investment Listing sent out last week has been corrected and presented a corrected report. Upon conclusion of discussion, a motion to approve the Treasurer’s Report was presented by Commissioner Lasley with a second by Commissioner Anderson. Following an audible call of the board, the motion unanimously carried.
10. **Surplus Property:** A motion to approve the Property approved for Surplus by the Sheriff’s Office was presented by Commissioner Lasley with a second by Commissioner Anderson. Following an audible call of the board, the motion unanimously carried.
11. **FY2024 Budget Adoption Resolution 2023-12:** Resolution 2023-12 A Resolution to Adopt Power County Budget for all County Funds for FY2024 came before the Commission at 12:51 pm. The following parties acknowledged roll call of attendance;
  - Commissioner, Bill Lasley
  - Commissioner, Ron Funk
  - Commissioner, Delane Anderson
  - Clerk, Sharee Sprague
  - Assessor Laura Porath
  - Coroner Mark Rose
  - Sheriff Josh Campbell
  - Treasurer Deanna Curry
  - Building and Grounds Supervisor Chester Taylor
  - Building/Weeds Director Andi Higgins
  - Extension Administrative Assistant Jennifer Thaxton
  - IT Director Steven Stringham
  - Juvenile Probation Director Britney Herrgesell
  - Landfill Director Jeff Rankin
  - Celia Klassen
  - Matt Rose

Commissioner Bill Lasley recited Power County Resolution 2023-12, A Resolution to Adopt Power County Budget for all County Funds for FY2024. Upon conclusion, Chairman Funk called for discussion. No discussion having been offered. A motion to approve Resolution No. 2023-12 and adopt the FY2024 Budget in the amount of \$16,308,128.80 was presented by Commissioner Lasley with a second by Commissioner Funk. Following an audible call of the board, the motion unanimously carried, resolution was adopted and the matter concluded at 12:57 pm.

12. **FY2024 Travel Policy:** Chairman Ron Funk requested Clerk Sharee Sprague to present proposed updates to the travel policy. Clerk Sprague advised that the county has adopted the State Travel Policy and when updates are approved at the State level, the updates are presented to the Commission for consideration to update local policy. Clerk Sprague advised that the State updated their policy on January 17, 2023, which was presented to the Commission. Clerk Sprague advised at that time, the Commission determined that they had intended for the travel policy to remain the same for the remainder of the fiscal year. Clerk Sprague presented the updated mileage and per diem rates from the State policy. Upon conclusion a motion to implement the travel policy updates as presented effective October 1, 2024, was presented by Commissioner Anderson with a second by Commissioner Lasley. Following an audible call of the board, the motion unanimously carried.
13. **Building & Grounds:** The Commission stated that there are structural deficiencies in the Annex Building and is concerned with the health and safety of the employees and citizens and therefore have deemed that the building be vacated pending final determination on how to proceed. The Commission intends to hold a public hearing to advise the public once more information is available. Relocation options for the Extension, Building Administration and Weeds Departments were also discussed. Commissioner Lasley advised he would not oppose renting 127 Idaho Street as a temporary location as the Commission find a resolution for the Annex and the offices currently housed there. Commissioner Anderson concurred, stated that renting 490 Pocatello Ave. would help offset the fiscal impact and advised that he had met with the owner and they would accept \$1,400.00 per month and he advised them that they would waive the taxes. Commissioner Funk inquired if we could legally waive the taxes. Upon conclusion, the Commission directed legal counsel Nate Cuoio to determine if taxes could be waived and then work with the owner to secure a lease at \$1,400.00 per month, plus the monthly prorated property tax if unable to be waived. The Commission inquired of the Building/Weeds and Extension employees. Jennifer Thaxton advised that she believes the rental of the building would suffice and would save the county storage fees. Ms. Higgins and Ms. Piper concurred. Celia Klassen reports that the public has expressed concerns and inquired if there were any options for the Museum. Commissioner Funk advised that the Commission has been working diligently to find suitable options for personnel and the museum. Commissioner Funk reported that thus far proposed options for the museum have not been favorable. Commissioner Lasley advised that they are working to secure suitable and safe storage options to protect the property in the interim. Clerk Sprague reported that the D6 Treatment would like to use the election space behind the adult probation office. Clerk

Sprague reports that they locate all will put all election equipment in the back office and lock it for election security purposes and prepare the reception/storage area for D6 treatment. Upon conclusion, the Commission thanked Clerk Sprague for working on a resolution and authorized the change of use for the space. Building and Grounds Director Chester Taylor presented building and grounds needs before the Commission. Mr. Taylor updated the commission that the Restoration Company had provided conflicting information regarding the mold at 490 Pocatello Ave. and that Ms. Higgins had contacted the Department of Health and Welfare. Therefore, Mr. Taylor followed up with some mold experts and was advised that there are varying degrees of mold and although there is mold in the basement, it is not “harmful mold” and they believe the eradication and repair of the moistened areas in the basement will resolve any concerns. Mr. Taylor reported that the Sheriff’s Department/Jail roof should be completed by end of day with the exception of the installation of the HVAC duct work by Mechanical Solutions, which will also tie into any future updated units. Mr. Taylor reports that once the duct work is installed Wilson Roofing will return and finalize the flashing around the units and building walls.

Mr. Taylor advised that the maintenance garage roof is in bad shape and that Wilson Roofing advised they could repair it upon conclusion of the Sheriff’s Office roof and presented a bid for repair of the maintenance garage roof in the amount of \$10,500.00. Commissioner Anderson stated they should just look at removing it as well. Commissioner Funk advised that we cannot just demo everything that has issues and we need to develop a contingency plan for repairs and upgrades within the limitations of the budget. Commissioner Anderson concurred and upon conclusion a motion to approve the bid to replace the maintenance garage roof from Wilson Roofing in the amount of \$10,500.00 was presented by Commissioner Anderson with a second by Commissioner Lasley. Following an audible call of the board, the motion unanimously carried. Mr. Taylor reported that the Health Department Managers office is torn out due to flood and will probably be a couple of weeks before it is repaired. Mr. Taylor advised that the leak was caused by a negative slope against the building and he intends to remove the slope and seal the concrete and then re-install a positive slope along the building.

Commissioner Anderson presented a bid from Morco Construction to repair the concrete at the Power County Jail and to demo excavation and install retaining walls at the Power County Ambulance building advising that the City of American Falls has consented to the work being completed on the property. Upon conclusion, a motion to approve the bid from Morco Construction LLC in the amount of \$44,600.00 to be paid from 41-00-807-00 was presented by Commissioner Anderson with a second by Commissioner Lasley. Following an audible call of the board, the motion unanimously carried.

Clerk Sprague presented the authorization for final payment on the window replacement project. Upon conclusion, a motion to authorize demand payment to Idaho Wholesale Hardware in the amount of \$46,150.00 to be paid from 41-00-807-00 was presented by Commissioner Anderson with a second by Commissioner Lasley. Following an audible call of the board, the motion unanimously carried.



Clerk Sprague presented an invoice for design services of window replacement. Upon conclusion, a motion to authorize demand payment to Design Place, PLLC in the amount of \$13,040.00 to be paid from 41-00-807-00 was presented by Commissioner Anderson with a second by Commissioner Lasley. Following an audible call of the board, the motion unanimously carried.

Clerk Sprague presented an invoice for design services of DMV/Assessor's Office remodel. Upon conclusion, a motion to authorize demand payment to Design Place, PLLC in the amount of \$3,676.00 to be paid from 41-00-807-00 was presented by Commissioner Anderson with a second by Commissioner Lasley. Following an audible call of the board, the motion unanimously carried.

Commissioner Anderson read a letter from Airport Board regarding gate for the Airport and presented a bid from Affordable fencing for installation of a 10 foot mechanical gate. Upon conclusion a motion to approve the bid from Affordable Fencing in the amount of \$6,995.00 and authorize a demand in the amount of \$2,500.00 for the down payment as approved by the Airport Board to be paid from 41-00-807-00 was presented by Commissioner Anderson with a second by Commissioner Lasley. Following an audible call of the board, the motion unanimously carried.

14. **IT Update:** IT Director Steve Stringham appeared and presented IT update for the Board. Upon conclusion, a motion to use Sparklight as the Annex Temporary Internet Connection at \$77.50/mo (\$65 for service & \$12.50 for modem rental – there is a \$26/mo discount for 6 mo) with no required contract was presented by Commissioner Lasley with a second by Commissioner Anderson. Commissioner Funk was absent. Following an audible call of the board, the motion unanimously carried. A motion to purchase a Ubiquiti Dream Router to serve as the Annex Temporary location firewall/switch/wireless access point for \$199 and purchase necessary cabling for install was presented by Commissioner Lasley with a second by Commissioner Anderson. Commissioner Funk was absent. Following an audible call of the board, the motion unanimously carried. A motion to authorize purchase of network equipment for EMS building up to \$1100.00 was presented by Commissioner Anderson with a second by Commissioner Lasley. Commissioner Funk was absent. Following an audible call of the board, the motion unanimously carried. A motion to execute the supplement contract with Allied Business Systems for the Clerk's Copier to reduce the pre-paid contracted prints from \$416.50/mo to \$24.75, while keeping the same cost per print and confirming the \$1 buyout was presented by Commissioner Lasley with a second by Commissioner Anderson. Commissioner Funk was absent. Following an audible call of the board, the motion unanimously carried.

#### **IV. NO EXECUTIVE SESSION HELD**

#### **V. ASSESSMENTS/CONCLUSIONS:**

1. **Next Meeting:** The next regular session for the board to meet is slated for September 11, 2023
2. **Adjourn:** Having no further business to come before the Board, a motion to adjourn was presented by Commissioner Anderson with a second by Commissioner Lasley.



Following audible call of the Board, motion carried and the meeting was adjourned at 10:00 am.

The foregoing minutes were approved by the Board of County Commissioners during the Regular Board Meeting held September 11, 2023..

ATTEST:

  
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SHAREE SPRAGUE, Clerk

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