



POWER COUNTY BOARD OF COMMISSIONERS

Meeting Minutes
Commission Chambers
543 Bannock Ave.
American Falls, ID 83211
www.powercounty.id.us

Monday, November 27, 2023, 9:00 a.m.

I. CALL TO ORDER

The Board of County Commissioners met in regular session Monday, November 27, 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:	Commissioner Anderson was absent for a portion of the meeting.	
STAFF:	Sharee Sprague, Clerk Lissette Aguirre, Deputy Clerk Cathy Miles, Deputy Auditor Nate Cuoio, Legal Counsel	
OTHER PARTIES PRESENT:	Chad Chlarson Tim Deeg Kristen Jensen	Skyler Johns, Legal Counsel Christine Stroll, Clearwater Financial Cameron Arial, Clearwater Financial

III. AGENDA

A. NOTICES/REPORTS

1. **Clearwater Financial**: Clearwater financial representatives appeared before the Commission to present and discuss future needs and planning in regards to facility plans and comprehensive financial planning that Power County might have. Commissioner Funk thanked Christine Stroll and Cameron Arial for meeting with the Commission.
2. **Custer County MOU**: Commissioner Funk read the letter from Custer County thanking the county for continued support until they were able to retain IT services advising that they have retained IT services and requesting Power County IT to provide a written accounting of their IT status and proposed needs. Upon conclusion, by consensus the Board accepted letter, released Custer County from the MOU and will direct Steve Stringham to release any information requested by Custer County as soon as possible.

B. MOTIONS

1. **Agenda:** A motion to approve the agenda for Monday, November 27, 2023, was presented by Commissioner Funk with a second by Commissioner Lasley. Commissioner Anderson absent. Following audible call of the Board, motion unanimously carried.
2. **Claims:** Deputy Auditor Cathy Miles appeared and presented claims filed for payment. Further discussions also included a discrepancy from an invoice from Olsen Taggart Law. Attorney Skyler Johns stated that the pending invoice would be rescinded. Commissioner Anderson also inquired to the Commission regarding clothing for the Building & Grounds employees and if the County covered that expense. Commissioner Lasley clarified that the Commission had directed them to obtain proper clothing and charge the expenses to the county. A motion to approve the claims approval report in the amount of \$130,884.54 was presented by Commissioner Anderson with a second by Commissioner Funk. 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)	\$ 22,757.55
0003 FAIR BOARD	\$ 250.00
0004 POWER COUNTY AMBULANCE DIST.	\$ 1,770.66
0005 POWER COUNTY ABATEMENT DIST.	\$ 16,060.00
0006 DISTRICT COURT	\$ 2,631.46
0008 JUSTICE FUND	\$ 21,366.55
0009 DRUG COURT	\$ 12.80
0010 ENHANCED 911 SERVICES	\$ 13,435.60
0011 HEALTH DISTRICT	\$ 48.56
0016 INDIGENT	\$ 26.29
0020 REVALUATION	\$ 265.85
0023 SOLID WASTE (LANDFILL)	\$ 421.24
0027 WEEDS	\$ 248.48
0038 WATERWAYS	\$ 17,733.84
0039 MUSEUM	\$ 6,484.73
0041 AMERICAN RESCUE PLAN ACT	\$ 2,165.86
0050 PAYMENT IN LIEU OF TAXES	\$ 25,205.07
Total Amount Paid	\$ 130,884.54

3. **Convene as Ambulance District Board at 9:54 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 Lasley with a second by Commissioner Funk. Following an audible call of the board, the motion unanimously carried.
4. **Power County Ambulance Administration & Financial Report:** EMT employee Chad Charlson appeared before the Commission to give an update and submit billing information on the Ambulance Administration and its Financial Report in behalf of Director Kristi Permann. Commissioner Anderson inquired to Mr. Charlson about the Amerimax issue which entails Medicare collection payments and if had been resolved.

Mr. Charlson stated to his knowledge any issues were already resolved due to System Design sending billing patients. Commissioner Lasley stated that he received an email and as of November 21st the Medicaid is still not billable as we are not active in credentials while some can still be collectable. Commissioner Lasley stated that time was needed to review this issue in more detail. Mr. Charlson also stated that Director Kristi Permann wanted to discuss with the Commissioner about the need for paid overtime in order for employees can fill shifts. Commissioner Lasley concurred that that help has been requested in order to cover shifts, however was advised that EMT employees are willing to work but not for compensation time. Commissioner Lasley stated that they had approved for EMT employees to use comp and some paid time off up 80 hours in their pay period in order for there to be coverage. Another item that was brought before the Commission was opening up hourly lines. Clerk Sprague stated that the number of hourly lines depends on the Ambulance Administrations budget. She further stated that there isn't a number of people in those lines that they are limited to, it depends on how much is calculated on their budget. Clerk Sprague also suggested that it would be helpful to know who is being paid out of that line. Having a structure would help set up an excel spreadsheet to track and calculate hours and rates. Commissioner Anderson asked Mr. Charlson how many openings are there in their department. Mr. Charlson states that there are two paramedic positions open to which Commissioner Anderson further inquired why they are still looking to staff paramedics and staying as an Advance Life Support agency if there is an Advance Life Support hospital in the county and alternatively hire full advance EMT's in order address the shortage problem the Ambulance district is currently facing. He went on to ask what is the advantage to having an Advance Life Support Agency/Paramedics when there is a hospital close by. Mr. Charlson responded by stating due to there being large rural areas, a paramedic would be able to administer an advance skill that an Advance EMT would not be able to. He further stated that a study on how amount of times they've had to use an advance skill would go far in order to determine the need for paramedics. Mr. Charlson states he will look through his PCR's in order to get a number to present to the Commission. He also further stated that Director Kristi Permann would be able to give a more precise answer on why the Ambulance district is wanting to hire more paramedics. Commissioner added that the question that still arises is switching from accruing compensation time to overtime and paying that out. Commissioner Anderson suggested to distribute the vacant paramedic funds to pay the overtime and comp time off and put a moratorium to not hire paramedics to cover those lines. He further stresses the need to recruit advance EMT's. Commissioner Lasley stated that another meeting would need to be scheduled to discuss this subject further and the Ambulance districts recommendation on what part of their budget they want to dedicate to overtime. Clerk Sprague stressed the point for better consistency in reporting and authorizing time with the ambulance district due to the fact that it is causing the payroll clerk to spend large amounts of time to collect that information and could impact all employees if unable resolve timely enough. She further stressed that all communication has to come through Director Permann and Mr. Charlson and not different employees in matters that need their Supervisors

approval or attention. Mr. Charlson stated that he is working with Ms. Aguirre on a checklist that will help in this area. Mr. Charlson stated that another item that needed to be addressed was the garage overhead door installation on bay 2 for the ambulance district advising he received a bid to install in the amount of \$1,950.00. A motion to authorize the installation and use funds from line 04-00-0494-0000 (Repairs/Maintenance Building fixtures) to pay for the installation of the garage door was presented by Commissioner Lasley with a second from Commissioner Funk. Following an audible call of the board, the motion unanimously carried.

Mr. Charlson advised that the Mocha Shack which was partially struck by the ambulance which damaged the trim and gutter and damaged the ambulance lights as well. Mr. Charlson states that Chief Kristi Permann would like for this to be paid out of the budget and not through insurance. A motion to authorize the repairs for the mocha shack and damaged ambulance to be paid out of the 04-00-0494-0000 line was presented by Commissioner Funk, with a second from Commissioner Lasley. Following an audible call of the board, the motion unanimously carried.

Mr. Charlson advised that Chief Permann requests to pay the remaining balance of the Naloxone grant from the Ambulance Districts budget. Clerk Sprague advised that they have not received any additional claims that can be vetted for payment, and would oppose any payments that do not meet audit standards. Commissioner Lasley inquired if the county received the additional grant funds from the Department of Health and Welfare (DHW). Clerk Sprague advised that the last communication she was aware of referenced denial due to some of the requested reimbursements had already been paid to the County and believed that communication had been shared with Chief Permann and Commissioner Lasley. Commissioner Lasley stated that he would talk to the DHW for any updates on the grant and that discussions would continue in a further meeting.

Commissioner Funk inquired on a training book application that the Ambulance district was requesting. Mr. Charlson stated that the state would be paying for the books as long as they provided a list of people signed up and committed to the class. Once the state recognizes the commitments, they will then send the books.

Mr. Charlson advised that an Ambulance District employee has requested to be paid out for all of her comp time. Commissioner Lasley stated they need to discuss details in an executive personnel session before a determination could be made.

5. **Reconvene as Board of County Commissioners at 10:41am:** 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.
6. **Treasurer Update: Treasurer Updates:** Treasurer Deanna Curry presented the Board of Commissioners with a LGIP monthly statement, Treasurer's Cash, Joint Quarterly Report ending October 31, 2023. Treasurer Curry inquired about the railing in front of the court house and if it was going to be updated. Commissioner Anderson said he

would contact the contractor who was going to fix it. Reports were discussed and reviewed by the Board and following discussion, a motion to accept the reports was presented by Commissioner Funk with a second by Commissioner Anderson. Following an audible call of the board, 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 Application of Charlie J. Swan for Certificate of Residency for Junior College Tuition assistance thru College of Southern Idaho for the 2023-2024 Fall and Spring Semesters was presented by Commissioner Funk with a second by Commissioner Lasley. Following an audible call of the board, the motion unanimously carried.
8. **Cancellation of HTR Payments Taxes:** Treasurer Deanna Curry reports that 9 parcels had applied for and eligible for homeowner’s exemption by the deadline that the Assessor’s Office neglected to get processed. Treasurer Curry reports the total impact is \$6,742.18 advising that they would need to do cancellations for each parcel and notify each taxing district which would be in addition to homeowner exemption cancellations filed after the deadline. Treasurer Curry deferred the alternate option to Clerk Sharee Sprague. Clerk Sprague reports that the County could pay the loss amounts from the General Operations fund, and the Commission could decide if the county would seek reimbursement from the Taxing District. Clerk Sprague reported that on the Luma Judgment, the county withheld the taxing district funds from their remittance checks, however, several other counties across the state paid the Judgment from general operations and held the taxing districts harmless. Treasurer Curry advises that the taxing districts would be impacted as follows;

Taxing District	HTR Impact
Power County	\$2,651.74
City of Rockland	\$198.94
City of Am. Falls	\$199.20
County Hwy	\$1,839.40
Valleyview Cemetery	\$97.56
Fallsview Cemetery	\$149.72
Rockland Rural Fire	\$293.00
Am. Falls Fire	\$75.50
Rockland Library	\$143.14
Am. Falls Library	\$179.90
Hospital District	\$609.70
Ambulance District	\$185.64
Abatement District	\$118.74
TOTAL	\$6,742.18

Upon conclusion, a motion to direct the Auditor to pay the Power County Tax Collector \$6,742.18 from 01-18-0526-00 to correct the error and hold the taxing districts harmless was presented by Commissioner Lasley with a second by Commissioner Funk. Following an audible call of the board, motion unanimously carried.

9. **Cancellation of Taxes:** Power County Assessor Laura Porath and Treasurer Deanna Curry presented a cancellation of taxes on several parcel numbers. A motion to cancel taxes the total amount of \$38,717.58 as reported by Assessor Porath and Treasurer Curry was presented by Commissioner Funk with a second by Commissioner Anderson. Following audible call of the Board, motion unanimously carried and taxes were cancelled on the following parcels;

Parcel No.	Reason for Cancellation	Amount
PPY0120-15	Correction to declaration of units	\$10,749.96
RPB0025-00	New Homeowner's Application.	\$435.92
RPB0084-00	New Homeowner's Application.	\$1,859.11
RPA1242-00	Homeowner's came off by mistake.	\$2,150.16
RPC0456-00	New Homeowner's Application.	\$1,173.26
RPC0457-00	New Homeowner's Application.	\$725.04
RPA0245-03	New Homeowner's Application.	\$1,408.92
RPA1201-00	New Homeowner's Application.	\$2,150.16
RPA1092-01	New Homeowner's Application.	\$1,467.08
RPD1169-00	New Homeowner's Application.	\$1,429.95
RPA0639-00	New Homeowner's Application.	\$1,252.89
MHZ0319-00	New Homeowner's Application.	\$74.00
RPD0948-00	New Homeowner's Application.	\$99.29
RPC0678-00	New Homeowner's Application.	\$1,439.19
RPD2246-04	Homeowner's came off by mistake.	\$428.54
RPD0765-00	Homeowner's came off by mistake.	\$544.42
RPC0679-00	New Homeowner's Application.	\$1,439.19
RPD2132-09	New Homeowner's Application.	\$1,563.66
RPC0750-00	New Homeowner's Application.	\$1,439.19
RPC0656-00	New Homeowner's Application.	\$1,439.19
RPC0677-00	New Homeowner's Application.	\$1,439.19
RPB0142-03	New Homeowner's Application.	\$1,859.11
RPA0930-00	Homeowner's came off by mistake.	\$2,150.16
TOTAL TAXES CANCELLED		\$38,717.58

10. **Great Rift MOU:** Economic Developer Kristin Jensen appeared on behalf of Great Rift. At the outset, Clerk Sharee Sprague advised that Power County has been partnering with Great Rift since 2013 she and Chief Deputy Chelsy Fehringer met with Ms. Jensen to discuss the balance due from Great Rift thru end of 2023 fiscal year reporting that some years Great Rift paid late with other funds which caused an overage and other years they did not submit payment. Clerk Sprague advised that the Clerk's Office has committed to stricter billing cycle and follow up to rectify the issue moving forward however, to date Great Rift is \$4,321.64 in arrears. Clerk Sprague reported that Ms. Jensen had indicated that fund raising had been down significantly and she was unsure if they could pay balance due for the upcoming fiscal year let alone pay the arrearage and may only be able to provide services for half the year. Clerk Sprague inquired of the impact to the county in relation to the Department of Commerce Grant. Clerk Sprague advised that with PERSI changes, Ms. Jensen's PERSI obligation for FY2024 is more than anticipated and Great Rift would have to remit \$17,161.73 to cover their

obligation related to Ms. Jensen’s employment. Ms. Jensen confirmed Clerk Sprague’s reporting as accurate and advised that if the Commission could waive the arrearage and send an invoice for the FY2024 obligation, they could get it paid. Following discussion, a motion to forgive the \$4,321.61 owing from Great Rift was presented by Commissioner Lasley with a second by Commissioner Funk. Following audible call of the Board motion unanimously carried. Clerk Sprague advised that she will send a proposed FY2024 Great Rift MOU within the next couple of weeks.

11. **FY2024 Budget Correction**: Clerk Sharee Sprague reported that in reallocating office equipment lease accounts to the Information Technology Fund, it also removed the ability to assess usage charges for the copiers in the Assessor and Clerk’s Offices. Clerk Sprague reported that IT Director Steve Stringham requests that only the equipment lease fees be allocated from his budget. Clerk Sprague reported that she and Assessor Porath concur with the recommendation. Clerk Sprague requests permission to allocate funds from the contingency accounts in the General Fund and the Revaluation Fund and create an expenditure line account no. 0492-01 in the amount of \$500 in each fund to allow for transparent reporting if expenditures. Clerk Sprague reports that upon approval by motion, the changes would be made to the 2024 Fiscal Year budget and reflected in Resolution number 2024-01. Clerk Sprague advised that she has been working with the outside Auditor to analyze the trust accounts pursuant to GASB rules. Clerk Sprague reported that most of those accounts have been dedicated pursuant to GASB rules, however there are 5 trust accounts that were determined to be inactive last year and it was determined to maintain 1 last year history to assure they should be expended and closed. Clerk Sprague advises that she will be directing that the funds be expended in 1 to 2 expenses and not used for several recurring charges to reflect transparency in reporting to the outside auditor. Clerk Sprague reports that she has met with outside auditor Ryan Robinson and have determined the following should be expended for uses that reflect the manner in which the funds were acquired and then closed in this Fiscal Year 2024;

Trust #	Trust Name	Amount	Use of Funds
9116	Juvenile Probation Trust	\$ 829.50	Juvenile support services
9117	Jail Trust	\$ 2,616.27	Use for inmate related services. Cannot be used for administrative charges.
9118	Guardianship Board	\$ 131.49	Guardianship Board support
9119	Sheriff Restitution	\$ 9,680.90	Officer investigative related services
9135	Grant Trust	\$ 3,367.25	Tied to an old Houtz Canyon Grant.

Upon conclusion, a motion to authorize the budget changes for the FY2024 Budget and to authorize the trust account expenditures as reported and recommended by Clerk Sharee Sprague was presented by was presented by Commissioner Funk with a second by Commissioner Lasley. Following an audible call of the board, motion unanimously carried.

12. **Personnel Updates:** Clerk Sharee Sprague provided the following personnel updates;
- The Clerk's Department has added configuration of the Jury Management system duties to part-time employee Cindy Haney and requests Cindy Haney receive \$20,280.00 annually or \$20.00 hourly as compensation for completion of assigned job duties.
 - Dalton Redford has resigned from the Sheriff's Office. Clerk Sprague advises that the employee is eligible for separation benefits as follows;
 - 17 hours of Compensation pay for a total of \$357.00 (Dalton worked the holiday and needs compensated for the same.)
 - 31.96 hours of Vacation pay for a total of \$671.16
 - 72 hours worked during the last payroll for a total of \$1,512.00
 - Employee is not eligible for COBRA Insurance Coverage

Following discussion, a motion to accept personnel updates as submitted was presented by Commissioner Lasley with a second by Commissioner Funk. Following an audible call of the board. Commissioner Anderson was absent.

13. **Building & Grounds:** Building and Grounds Director Chet Taylor appeared to update the Commission on the following Items;
- Mr. Taylor advised that Mechanical Solutions confirmed that the furnace could be installed in the same space and the old one and needs 4-6 weeks for the furnace to arrive and 2 weeks to install. The Commissioners were concerned with the time frame and tabled discussion until Monday (12/4) and directed Mr. Taylor to follow up with the alternate vendor technician.
 - A motion to approve the invoices from Ryan Saiz and Hunt Electric was presented by Commissioner Lasley with a second from Commissioner Anderson. Following audible call of the Board, motion was unanimously carried.
 - A motion to approve the purchase of 3 storage units from Moffit was presented by Commission Lasley with a second from Commissioner Funk. Following audible call of the Board, motion was unanimously carried.
14. **I.T Update:** I.T. Director Steve Stringham presented technology updates before the Commission with the following updates. A motion to authorize a phone for the veterans service officer with the \$39.99 service plan to be paid from account no. 01-31-677-03) was presented by Commissioner Lasley, with a second from Commissioner Funk. Commissioner Anderson was absent. Following audible call, the board unanimously carried. Upon conclusion, Commissioner Anderson directed Mr. Stringham to coordinate with Chief Kristi Permann regarding location of security cameras at the EMS building.
15. **Water Rights:** Tim Deeg appeared before the Commission to ask the Commission if there was water available from the FMC that Lamb Weston was not using. The Commission decided that it would be best for attorney Skyler Johns to go forward and see if there are any other parties interested in renting the extra water. A motion to direct attorney Skyler John to proceed communicating with parties interested in

renting the extra water was presented by Commissioner Lasley with a second from Commissioner Anderson. Following audible call, the board unanimously carried.

C. POINTS OF ORDER:

1. **Approval of Past Meeting Minutes:** By consensus, the Commission tabled this item until December 4, 2023.
2. **Museum:** By consensus, the Commission tabled this item until December 4, 2023.
3. **Building & Grounds:** By consensus, the Commission tabled the item regarding a new furnace until December 4, 2023.

IV. EXECUTIVE SESSION:

1. **Executive Legal Advice Session pursuant to I.C. §74-206(1)(f) and Trade and Commerce Session Pursuant to .C. §74-206(1)(e) 10:42am:** A motion to enter into executive session pursuant to I.C. §74-206(f), to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated was presented by Commissioner Lasley with a second by Commissioner Funk. Deputy Clerk Mariano Villa conducted roll call on the motion;
 - Commissioner Funk, AYE
 - Commissioner Lasley, AYE
 - Commissioner Anderson, AYEFollowing roll call of the Board, motion unanimously carried. Upon conclusion of discussion, Commissioner Funk declared the meeting open at 1:28 pm.

V. ASSESSMENTS/CONCLUSIONS:

1. **Next Meeting:** The next regular session for the board to meet is slated for December 4, 2023.
2. **Adjourn:** Having no further business to come before the Board, a motion to adjourn was presented by Commissioner Funk with a second by Commissioner Anderson. Following audible call of the Board, motion carried and the meeting was adjourned at 5:38 pm.

The foregoing minutes were approved by the Board of County Commissioners during the Regular Board Meeting held December 18, 2023.

ATTEST:


SHAREE SPRAGUE, Clerk


COMMISSIONER FUNK, Chairman