

STATE OF IDAHO)
 : ss. Monday, May 2, 2022
County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

Present: Chairman Manwaring
 Commissioner Bair
 Commissioner Lewis
 Lindsey Dalley- Deputy Clerk

CLAIMS

Claims were approved in the amount of \$392,346.11.

PAYROLL

Payroll was approved in the amount of \$705,142.13.

Decision: Commissioner Lewis moved to approve Cash Warrants, Claims, Administrative Documents and Personnel Action Forms as presented. Commissioner Bair seconded. All voted in favor. The motion carried.

STAFF MEETING

Present: Pam Eckhardt- County Clerk
 Patty Walters- Payroll
 Donavan Harrington- County Assessor
 Debbie Cunningham- Chief Deputy Assessor
 Tanna Beal- County Treasurer
 Scott Reese- Emergency Management/Parks & Recreation
 Laraine Pope- Human Resources Technician
 John Dewey- Human Resources/County Legal Counsel
 Eric Jackson- Building Maintenance Director
 Tiffany Olsen- Planning & Development Director
 Shawn Hill- Probation Department
 Cody Lewis- Drug Court
 Paul Rogers- Prosecuting Attorney
 Captain Robert Sobieski- Sheriff's Office
 Kathy Howell- Sheriff's Office
 Laura Lora- Indigent Services
 Julie Buck- Extension Office
 Sheri Landon- Magistrate/District Court
 Scott Mensching- IT Department
 Danette Miller- Election Office

Excused: Scott Gay- City of Blackfoot Chief of Police
 Marc Carroll- City of Blackfoot Mayor

The Commissioners met with Department Heads and Elected Officials for the May 2022 Staff Meeting. Commissioner Bair conducted the meeting.

Pledge of Allegiance: Commissioner Bair

Approval of Minutes for Staff Meeting held on April 4, 2022: Commissioner Bair confirmed there were no changes to be made and the minutes were approved as written.

Special Presentation: Cody Lewis gave a brief presentation regarding Drug Court and the purpose for the program. He explained this month is Drug Court Month and some may not know what the Treatment Courts do. An individual who is arrested on criminal charges, they may be facing either jail time or prison time. This program is to keep individuals out of custody to show that they can make positive changes in the community. The focus is to reduce addiction in a way that they can become a productive member of society and reconnect with family members. Drug Court Graduation was held last week and there was an individual who stood out to him, wherein this individual had four children and has completed several programs and was not successful. This individual was looking at approximately seven years in prison and would leave their spouse raising the children alone. This time the individual successfully completed the program, which was a huge success. This program is extremely important, as it requires that an individual remain employed and be sure that they have signed up for a payment plan in order to pay fines and fees that are owed. Mr. Lewis stated that last month alone, their clients brought in approximately \$8,000.00 towards fines and fees. This program is a benefit to not only Bingham County but also the State of Idaho, as keeping individuals out of jail leaves that funding to go to other things.

Employee Years of Service Recognition: Captain Sobieski recognized Kathy Howell for 15 year of service to Bingham County. Kathy Howell worked in the Parks & Recreation Department for several years, was hired in the jail as a deputy 5 years ago and now works in Pretrial Services. She does a phenomenal job in tracking around 90 individuals monthly to be sure they are following all requirements put in place by the judge. She is also responsible for ordering any items for the Sheriff's Office, along with assisting the office staff.

Kathy Howell stated that she started working within the Parks & Recreation Department 15 years ago. Her and her husband Todd Howell cared for Moreland Park for several years, which was a mess to begin with but with all of the hard work and dedication, it started to be used for large events such as reunions and weddings. She then transitioned to working in the jail as a deputy and now works in Pretrial Services. She loves working with the public and enjoys her job.

Commissioner Bair spoke on behalf of Dusty Whited, who was excused to deal with a bridge issue, and recognized Amanda Torres for 5 years of service to Bingham County. Amanda works in the Solid Waste Department as a Scale Operator. Clerk Eckhardt added that Amanda is a dependable employee and Bingham County is lucky to have her.

Commissioner Bair also recognized Craig Peck for 25 years of service to Bingham County. Craig is a mechanic for Road and Bridge and does phenomenal work. He is a great employee and a huge asset to Bingham County.

Chairman Manwaring: Stated Bingham County is lucky to have Craig Peck as an employee. He does amazing work and some of the things that he puts together look as if they come from a factory. Along those lines, he is thankful for all of the hard work that the employees of Bingham County do. Everyone has a part in the County and it reflects on all of us in the end. The Commissioners appreciate all Bingham County employees.

Commissioner Lewis: Stated that she attended the Idaho Association of Counties Board meeting last week and in speaking with Dottie Owens, Ada County Coroner, the Fentanyl cases and deaths have increased immensely. One of the things discussed was that Fentanyl is being pressed to look like other medications. The community should be aware of this and be careful. Please inform family and friends to be careful of what they are taking as well as this has become a huge issue.

Commissioner Bair: Stated last week he attended the Gem Plan Board Meeting in Pocatello. Last year approximately \$358,000.00 more than the County paid premiums was paid but Gem Plan. There will be an increase this year but should be less than 9%.

Clerk Eckhardt: Stated that all Department Heads and Elected Officials should have received an email from Christine Potter with EvoGov regarding each specific department page on the new County webpage.

There is a calendar link and she would like to remind everyone to please be sure that you have scheduled a meeting in order to move forward with the new website. This will give the opportunity to review the current information located on the website and discuss ideas for improvement.

It is time to start budget planning and everyone should have received the budget packet. The purpose of the budget is to enhance the understanding of the purpose of funded programs or services as well as their cost and help make informed choices about the provision of services and capital assets. To make the budget a more effective operational and communications document to the County decision makers and the citizens of Bingham County.

The 3 areas that each Department Head or Elected Official will look at is revenue, expenditure and fund balances. The budget narrative for each department is noted the same as last year but the link is available to make any changes needed. Clerk Eckhardt stated that she will be sending the electronic link and would like to be sure that there is an explanation for any major changes that are made within each budget. These budget proposals are due to be turned into herself by May 23, 2022, and the Budget Hearing is scheduled for August 24, 2022.

Patty Walters: Stated the cutoff date for any promotions or wage increases to be signed by the Commissioners is May 20, 2022 and because of the Memorial Day holiday, timesheets are due May 23, 2022. She appreciates all Department Heads for assuring that timesheets are submitted in a timely manner.

Donavan Harrington: No updates at this time.

Debbie Cunningham: No updates at this time.

Scott Reese: Stated that he would like to thank John Dewey and Laraine Pope for their assistance in dealing with a few issues within the Parks and Recreation Department. The parks are prepared and ready to be open Memorial Day.

Sheri Landon: No updates at this time.

Laraine Pope: Stated that she would like to remind all Department Heads to be sure their employees have completed the ICRMP training. In order to receive the full discount, it is required that all employees complete this training. This will include new hires and part-time employees as well. There is currently 80% of employees who have completed the training and the deadline to do so is the end of June 2022. She will be sending out weekly reminders to all employees until this is completed.

Eric Jackson: No updates at this time.

Tiffany Olsen: Stated as soon as the logo is finalized, they will be placing a new sign outside of the Planning & Development Department. There are currently 2 vacant positions within her department. Gwen Inskeep has accepted an offer and will soon become the new County Surveyor and therefore leaving the Planner position vacant. She also has a part-time Building Inspector position vacant. If there is anyone that may be interested or has any questions, please contact herself or Human Resources. There is still a large amount of construction and developments coming in and they are eager to fill the vacant positions.

Shawn Hill: No updates at this time.

Cody Lewis: Stated that Felony Drug Court Graduation will be held May 31, 2022 at 4:00 p.m., and Misdemeanor Drug Court Graduation will be held May 26, 2022 at 4:00 p.m.

Paul Rogers: Stated that the Prosecutor's Office has hired a new attorney, Jared Anderson, along with a new Legal Assistant, Jessica Evans. As of today, the Prosecutor's Office is fully staffed and it will be great to have the help.

Captain Sobieski: No updates at this time.

Tanna Beal: Stated she has a new employee, Barbara Mortensen, who will be starting in her office to help during the busy season and cover any shifts needed.

Laura Lora: No updates at this time.

Julie Buck: Stated swine weigh-in was held and there were 40 swine and 59 hogs. 4-H Alpine Camp Registration is now full and has been closed. Reed Findlay is holding a Plant Talk Tuesday and is working on a wheat and barley forage fertility setting. She has hired a replacement for Miranda Small's position and Carmon Willmore will be starting in August. She has a specialty in 4-H and livestock and she is coming to Bingham County from Lincoln County. Commissioner Lewis added that she met Carmon and she will be a great asset to Bingham County.

Scott Mensching: Stated that he met with the Commissioners to discuss toner management for each department. This is pertaining only to storage and will make it easier to service each printer quickly. The IT Department currently has a large amount of toners and it takes a significant amount of time to go through product to find a specific toner. He would like any feedback or concerns prior to making the decision to move forward. Each department will have the ability to switch out their own toners, without the assistance of the IT Department. There were no Department Heads with concerns and starting today, each department will store their own toner. They will still be ordered through Mower Office Systems out of Pocatello. They have done great work for Bingham County. If there are any questions, please contact the IT Department.

Danette Miller: Stated that early voting for the Primary Election on May 17, 2022, begins today and will be held from 9:00 a.m., to 4:30 p.m., for 2 weeks. Anyone interested in obtaining an absentee ballot has until May 6, 2022, to do so.

Commissioner Bair confirmed that there was nothing further for discussion and stated the next Staff Meeting is scheduled for Monday, June 6, 2022 at 8:30 a.m.

Nothing further at this time.

PROBATION DEPARTMENT

Present: Shawn Hill- Probation

The Board met with Shawn Hill to discuss department updates.

BUILDING MAINTENANCE

Present: Eric Jackson- Building Maintenance

The Board met with Eric Jackson to discuss department updates.

ASSESSOR'S OFFICE

Present: Pam Eckhardt- County Clerk
Donavan Harrington- County Assessor
Audrey Barzee- Assessor's Office
Debbie Cunningham- Chief Deputy Assessor

The Board met with Donavan Harrington to discuss department updates and other agenda items. Chairman Manwaring welcomed all to the meeting and turned the time over to Mr. Harrington.

Mr. Harrington first presented Tax Exemption Application's pursuant to Idaho Code Section 63-602E, property used for school or educational purposes, which were as follows:

Idaho State University

RP1085400

625 West Pacific, Suite 9

1,621 square feet rented in the Armstrong Dental Building Specifically requested under Idaho Code Section 63-602E(2)

Per Legal Counsel, this request meets the use test of Idaho Code Section 63-602E, so he recommended granting the exemption.

Clerk Eckhardt stated that he spoke with Richard Brien, the State Leasing Manager, regarding this matter whom stated this practice is done throughout the State of Idaho.

Mr. Harrington stated normally the property owner is the one to apply for the exemption, not the renter.

Decision: Commissioner Bair moved to exempt RP1085400, pursuant to Idaho Code Section 63-602E. Commissioner Lewis seconded. All voted in favor. The motion carried.

Next, Mr. Harrington presented Tax Exemption Application's pursuant to Idaho Code Section 63-602C, Fraternal, Benevolent, or Charitable Societies, which were as follows:

Community Council of Idaho

RP1418700

New Community Clinic at 1491 Parkway Drive, Blackfoot. The Community Family Clinic is a Federally Qualified Health Center, which provides basic medical care for Blackfoot and surrounding areas.

Mr. Harrington stated this application has been denied previously due to the building not operating as a medical clinic. Clerk Eckhardt explained after previous denial, she spoke with Legal Counsel and Idaho Code Section 63-1305C, wherein a property owner may apply to the Board of County Commissioners for a provisional property tax exemption at the time that a building permit is applied for or at the time that construction or renovation of the property begins, whichever is earlier or at any time thereafter during construction or renovation of the property. If the Board finds that the intended use of the property was construction or renovation has been completed, qualifies for property tax exemption under the constitution of the laws of the State of Idaho, it shall grant a provisional property tax exemption. The Board could approve this application and the project is not completed, this property tax could be placed back on the rolls.


Decision: Commissioner Lewis moved to exempt RP1418700, pursuant to Idaho Code Section 63-602C. Commissioner Bair seconded. All voted in favor. The motion carried.

Next, a brief discussion was held in regards to two exemptions wherein Clerk Eckhardt had previously requested an extension in order to have documentation submitted. One was for Mission International and the other is for Stewart Hoover. There have been no forms returned and values will be sent out on this matter. They will have the opportunity to come before the Board of Equalization to address this matter.

Lastly, Mr. Harrington stated that Vickie Capson would be retiring at the end of May 2022. Therefore, they would like to transition Krystal Puenta into a Deed Assistant as well as working backup clerk for the Department of Motor Vehicles. They are requesting that her anniversary date remain in October, wherein he has spoken with the Human Resources Director, who has no issue with this proposal.

THE MOTION PASSED TO DISMISS UNTIL TUESDAY MAY 3, 2022


PAMELA W. ECKHARDT, CLERK
Lindsey Dalley- Deputy Clerk-----


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Tuesday, May 3, 2022
County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

Present: Chairman Manwaring
 Commissioner Bair
 Commissioner Lewis
 Lindsey Dalley- Deputy Clerk

MEETING TO RECEIVE THE PLANNING & ZONING COMMISSION'S REMANDED RECOMMENDATION TO THE BOARD OF COMMISSIONERS REGARDING THE RIVER RUN SUBDIVISIONS, DIVISIONS 1-4 AND DECISION

Present: Tiffany Olsen- Planning & Development Director
 John Dewey- County Legal Counsel
 Chris Street- HLE
 Kaleb Phelps- Applicant
 Lisa Phelps- Applicant
 Terry Vance- Individual
 David Gilmore- Individual

The Board met to hold a meeting in order to receive the Planning & Zoning Commission's remanded recommendation to the Board of Commissioners regarding the River Run Subdivisions- Divisions 1-4 and to make a decision. Chairman Manwaring welcomed all to the meeting, introductions were held and the time was turned over to Planning & Development Director, Tiffany Olsen, for presentation of the Staff Report.

Director Olsen presented the Staff Report for the record.

Commissioner Bair asked Director Olsen if there were homes built on Division 1, to which Director Olsen stated the land is vacant. There is a home being constructed on the property of both Mr. Jacob Phelps and Mr. Ricks, as well as Mr. Vance having a building permit for a shop and home.

Commissioner Lewis confirmed with Director Olsen that these parcels were made with division rights. Director Olsen stated that accesses would be confirmed prior to any building permits being issued.

Commissioner Lewis stated her concern is concern number 4, which pertains to fire access. She asked Director Olsen what the benefit would be of having a Maintenance Agreement, to which Director Olsen explained that it would be enforceable by the parties or Fire District and would be a civil matter as far as maintenance and enforcement. It would be noted on the plat that it should be fully maintained and drivable/operable. The County Development Agreement does enforce all terms of the Plat.

Commissioner Bair asked how the road would be tested to be sure it could hold 60,000 pounds. Director Olsen explained this would be up to Randy Adams as the Fire Chief, to be sure that the road could withstand the amount of weight of 60,000. The County will follow up with the Fire Chief as far as access goes but she is unsure of the methods that are used to verify.

Commissioner Lewis asked when the road would be verified, to which Director Olsen stated it would be verified prior to the Plat being recorded.

Chairman Manwaring explained that this matter was remanded to the Planning and Zoning Commission to gather further information regarding four specific issues, which are mentioned below, along with the Boards review of said issues:

- 1) Basis for Eastern Idaho Regional Waste Water Authority (EIRWWA) providing a "will not serve" letter regarding the Subdivision Applications.
 - a. *Board Comments: Chairman Manwaring stated this issue was brought up previously, wherein it was concluded that EIRWWA does not provide a "will not serve" letter and asked Commissioner Bair for further clarification as he serves on that specific Board. Commissioner Bair stated there is nothing within the by-laws that states there would be a "will not serve" letter provided and would only provide "will serve" letters. Commissioner Bair added there is nothing in the Bingham County Ordinance stating there is a 300-foot limit and the Department of Environmental Quality simply states a reasonable distance. Ms. Olsen clarified that it would be IDAPA Code that determines the reasonable distance without a specific number. Commissioner Bair confirmed there would be a "will serve" letter, but if there were more than one lot, they would be required to become a district.*
- 2) The cost of bringing the EIRWWA sanitary sewer line to Division 1 for connection.
 - a. *Board Comments: Chairman Manwaring stated that costs were received from Chris Street- HLE, wherein the cost is a significant cost to connect to 3-4 homes.*
- 3) The cost of connecting to 695 East (Currently a private easement) through 750 East Hanson via construction of a County road.
 - a. *Board Comments: Chairman Manwaring stated that costs have been provided by Dusty Whited- Bingham County Public Works, which was also a significant cost to the Applicant. Both the Vance's and the Anderson's have expressed their opposition for a County road on their property. Per County Chief Civil Deputy, John Dewey, it has been determined the only mechanism to require a road be built from 695 East to 750 East Hanson would be by the County exercising their Eminent Domain as the Applicants have sold two parcels, which contain property necessary to obtain Right-of-Way in order to establish a County road.*
- 4) Clarification from Fire Chief Randy Adams pertaining to the temporary turnaround for Division 3 and overall Preliminary Plat approval pertaining to access.
 - a. *Commissioner Bair asked Director Olsen to explain further the temporary turnaround within Division 3 that has been discussed. Director Olsen explained further that this is more of a permanent turnaround, wherein it was determined that it should be labeled as that rather than a temporary.*
 - b. *Commissioner stated an issue that seems to arise is that individuals do not realize why the roads are not County roads and asked Director Olsen if something could be labeled on the Plat to explain why. Director Olsen explained that is something, which is labeled on the Plat that they are private easements when the property is purchased.*

Chairman Manwaring explained this has been an interesting process but it needs to be done correctly and if there are questions, to get them clarified. At this time, Chairman Manwaring entertained a motion.

Commissioner Bair asked if he could make further comment at this time, wherein he referred to Exhibit PZR-15, a letter submitted to Addie Jo Harris from Allen Johnson of the Department of Environmental Quality, wherein he strongly recommends that sewer services be provided, and that the County require the developer to negotiate this course of action as a primary alternative. His concern is that this is the doorway for the entire area to be developed and if the County does not require public sewer, they will not

be able to require it in the future, which he knows is a significant cost but believes should be required for the entire development. Ms. Olsen stated if in the near future, the septic systems were to fail, IDAPA Code would require them to connect to existing sewer systems if available. Commissioner Bair responded by explaining if EIRWWA becomes its own Sewer District, this entire area can be annexed into the district but would be required to have an accurate legal description. In the past, EIRWWA has done Development Agreements and has allowed individuals to charge any connections to recover costs. Chairman Manwaring stated once annexed into the City and your system fails, it is the same rules as IDAPA and therefore, required to connect to surrounding sewer services.

Commissioner Lewis added this is all great information to be informed of but this decision is based upon the record. The County does not know that EIRWWA will become a Sewer District and she does not think a decision should be based on something that is not in the record or cannot be confirmed that it will happen.

Decision: Commissioner Bair moved to uphold the decision of the Planning and Zoning Commission to approve the River Run Subdivision, Divisions 1-4, which sits East of 695 East and Hanson Road, with the following conditions:

- 1) Before any building permits are issued, all lots need to have legal access finished and meet the fire standards for emergency services.
- 2) All lots should be hooked to the Eastern Idaho Regional Waste Water Authority line, for all divisions 1-4.

There was no second and Chairman Manwaring entertained a second motion.

Commissioner Lewis moved to uphold the Planning and Zoning recommendation to approve River Run Subdivisions- Division 1 and Divisions 2-4, subject to the conditions that a Maintenance Agreement be signed with the Shelley Fire Department, which will need to be verified prior to the Plat being recorded. In addition, that Surveyor corrections are made, Development Agreements are in place and that Division 3 has a permanent turnaround rather than a temporary turnaround. Chairman Manwaring seconded. All in favor- Commissioner Lewis and Chairman Manwaring. All opposed- Commissioner Bair.

Pursuant to Idaho Code Section 67-6535(2)(b), any Applicant or affected person seeking judicial review of compliance with the provisions of this section must first seek reconsideration of the final decision within fourteen (14) days. Such written request must identify specific deficiencies in the decision for which reconsideration is sought.

An affected person aggrieved by the final decision concerning matters identified in Section 67-6521(1)(a), Idaho Code, may within twenty-eight (28) days after all remedies have been exhausted under local ordinances seek judicial review as provided by Chapter 52, Title 67, Idaho Code.

PLANNING & DEVELOPMENT

Present: Tiffany Olsen- Planning & Development Director

The Board met with Tiffany Olsen to discuss department updates.

SPYGLASS

Via Zoom: Jim Long- Spyglass Director

The Board met with SpyGlass to review inventories that have been reviewed by their company. These are specific to data and internet billing for the County to see if there are any extra charges that should not be charged.

THE MOTION PASSED TO DISMISS UNTIL WEDNESDAY MAY 4, 2022


 PAMELA W. ECKHARDT, CLERK
 Lindsey Dalley- Deputy Clerk-----


 WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. **Wednesday, May 4, 2022**
 County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

Present: Chairman Manwaring
 Commissioner Bair
 Commissioner Lewis
 Lindsey Dalley- Deputy Clerk

SHERIFF'S OFFICE

Present: Jeff Gardner- Chief Deputy Sheriff
 Eric Jackson- Building Maintenance
 Via Zoom: Ben Bernier- Lombard Conrad Architects
 Ken Gallegos- Lombard Conrad Architects

The Board met with Chief Deputy Sheriff Jeff Gardner to discuss department updates and other agenda matters. Chairman Manwaring welcomed all to the meeting and turned the time over to

PUBLIC WORKS

Present: Dusty Whited- Public Works Director

The Board met with Dusty Whited to discuss department updates and other agenda items. Chairman Manwaring welcomed all to the meeting and turned the time over to Mr. Whited.

SOUTHEAST IDAHO PUBLIC HEALTH BUDGET PRESENTATION

Present: Maggie Mann- Southeast Idaho Public Health
 Tyler Butler- Southeast Idaho Public Health

The Board held a meeting to discuss the upcoming budget proposal for the Southeast Idaho Public Health.

CATERING PERMIT

The Board met to discuss and make a decision regarding the submitted Catering Permit for Cocktails and Mocktails, for a wedding to be held on June 4, 2022.

Decision: Commissioner Lewis moved to approve the Catering Permit for Cocktails and Mocktails, for a wedding to be held on June 4, 2022. Commissioner Bair seconded. All voted in favor. The motion carried.

EXECUTIVE SESSION

The Board met to hold an Executive Session pursuant to Idaho Code §74-206(1)(d), to consider records that are exempt from public disclosure. Commissioner Bair moved to go into Executive Session pursuant to Idaho Code §74-206(1)(d), to consider Personnel Matters. Commissioner Lewis seconded. All in favor. The Board moved into Executive Session at 2:01 p.m. Commissioner Lewis moved to go out of Executive Session at 2:10. Commissioner Bair seconded. The Board moved out of Executive Session at 2:10 p.m.

Decision: Commissioner Lewis moved to approve Case Number 2020-1, per the recommendation of Indigent Services Director, Laura Lora. Commissioner Bair seconded. All voted in favor. The motion carried.

Commissioner Bair moved to approve Case Number 2022-1, per the recommendation of the Indigent Services Director, Laura Lora. Commissioner Lewis seconded. All voted in favor. The motion carried.

Commissioner Lewis moved to deny Case Number 2022-12, due to the Applicant having other resources. Commissioner Bair seconded. All voted in favor. The motion carried.

HUMAN RESOURCES

Present: John Dewey- Human Resources Director/Legal Counsel
 Patty Walters- Payroll
 Laura Lora- Payroll

The Board met with John Dewey to discuss department updates and other agenda items. Chairman Manwaring welcomed all to the meeting and turned the time over to Mr. Dewey.


Mr. Dewey referred to the Bingham County Employee Handbook, specifically Section 17.8, Separation of Employment/ Change in Job Assignment, wherein this section is not clear and could be read several ways. Said section currently states as follows:

17.8 Separation of Employment / Change in Job Assignment

Employees who separate employment with a minimum of three years of full-time service with the County shall receive a payout of 30% of their total accrued PTO, but may not be paid out for more than 80 hours of PTO. Employees who separate after having completed ten years of employment will be paid out 30% of their accrued PTO. Those eligible to retire (via the rule of 80 or 90 per PERSI, or per the Social Security Administration's full retirement age) from the County will be paid out 80 hours or one-third of all accrued PTO, whichever is less, as long as they have a minimum of three years of service with the County. All payouts are based on the hourly rate at the time of separation. Scheduled or unscheduled PTO use cannot be used to extend an employee's termination or retirement date, or the date on which they went to part-time status. Those full-time employees who transfer to a part-time or Elected Official position will also have their PTO paid out as explained above. Upon receiving payout at separation, you may elect to place part or all of it in a 401(k), or receive the payout as a lump sum payment. If an employee passes away while employed at Bingham County, his/her PTO will not be paid out.

After a brief discussion was held, the Board directed Legal Counsel to edit the wording in regards to the amount of hours to be paid out to an employee upon separation from Bingham County or change in job assignment.

THE MOTION PASSED TO DISMISS UNTIL THURSDAY MAY 5, 2022


PAMELA W. ECKHARDT, CLERK
Lindsey Dalley- Deputy Clerk-----


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Thursday, May 5, 2022
County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

Present: Chairman Manwaring
 Commissioner Bair
 Commissioner Lewis
 Lindsey Dalley- Deputy Clerk

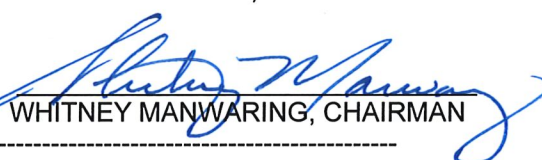
OPEN MEETING TO DISCUSS NEW COUNTY COMMISSIONERS WEBPAGE

Present Via Zoom: John McKowen- EvoGov
 Christine Potter- EvoGov

The Board met to hold discussion regarding content to be added to the new Bingham County webpage, specifically the page for the County Commissioners.

THE MOTION PASSED TO DISMISS UNTIL FRIDAY MAY 6, 2022


PAMELA W. ECKHARDT, CLERK
Lindsey Dalley- Deputy Clerk-----


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Friday, May 6, 2022
County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

Present: Chairman Manwaring
 Commissioner Bair
 Commissioner Lewis
 Lindsey Dalley- Deputy Clerk

CLAIMS

Claims were approved in the amount of \$234,769.79.

PERSONNEL ACTION FORMS

The Board approved Personnel Action Forms, which were as follows:

Employee Status Sheet: Patrol Deputy to Detective
 Senior Equipment Operator to R&B Lead

Salary Increase:

- Criminal Deputy Prosecutor
- Criminal Deputy Prosecutor
- Deputy Clerk- Treasurer
- Criminal Deputy Prosecutor
- Detention Deputy
- Dispatcher
- Solid Waste Operator
- Legal Assistant/Victim Witness Coordinator
- Lead Probation Secretary
- 4-H Coordinator

NORTH IDAHO COLLEGE

A Certificate of Residency was approved by the Board and sent to North Idaho College for the following Bingham County Student: Phillip Bucklein.

COLLEGE OF SOUTHERN IDAHO

A Certificate of Residency was approved by the Board and sent to the College of Southern Idaho for the following Bingham County Student: Colton Kitzmiller Magagna.

Decision: Commissioner Lewis moved to approve Cash Warrants, Claims, Administrative Documents and Personnel Action Forms. Commissioner Bair seconded. All voted in favor. The motion carried.

CELL PHONE STIPEND

Decision: Commissioner Bair moved to approve a \$60.00 per month cell phone stipend for the new Detective position. Commissioner Lewis seconded. All voted in favor. The motion carried.

THE MOTION PASSED TO DISMISS UNTIL MONDAY MAY 9, 2022


 PAMELA W. ECKHARDT, CLERK
 Lindsey Dalley- Deputy Clerk-----


 WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Monday, May 9, 2022
 County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

- Present: Commissioner Bair- Temporary Chairman
- Commissioner Lewis
- Lindsey Dalley- Deputy Clerk
- Excused: Commissioner Manwaring

MEETING TO REQUEST PERMISSION TO RE-ADVERTISE THE BUILDING INSPECTOR POSITION AND TO OFFER WITH A PAY RANGE- REQUESTED BY PLANNING & DEVELOPMENT DIRECTOR, TIFFANY OLSEN

- Present: Tiffany Olsen- Planning & Development Director
- John Dewey- Human Resources Director & County Legal Counsel

The Board met to make a decision regarding the request for permission to re-advertise the Building Inspector position and to offer within pay range. Chairman Manwaring welcomed all to the meeting and turned the time over to Ms. Olsen.

Ms. Olsen explained the Building Inspector position was previously approved to advertise as a part time position of 19 hours per week. That job vacancy closed last week, wherein there were only two applicants. However, during the process of visiting with one of the applicants, who was under the impression that this position was 29 hours and would prefer that. Therefore, she is requesting to repost the position at 29 hours per week with the pay range as opposed to the necessity of her coming before the Board with the specific range.

Commissioner Lewis confirmed with Mr. Dewey that this position would have PERSI but no insurance benefits, to which he confirmed and explained that the handbook states a part time employee is 19 hours weekly and a full time employee would be 35 plus hours per week.

Decision: Commissioner Lewis moved to approve the re-advertisement of the Building Inspector Position at 29 hours with the pay range, to be advertised until Thursday. Commissioner Bair seconded. Both voted in favor. The motion carried.

PRIOR APPROVAL FOR PURCHASE OF A TABLET FOR THE BUILDING INSPECTOR POSITION

Present: Tiffany Olsen- Planning & Development Director
John Dewey- Human Resources Director & County Legal Counsel

The Board met to make a decision regarding the proposal to purchase a tablet and Verizon hotspot for the Building Inspector position. She explained that she did not have an exact amount in hand but knew it would not exceed \$1,000.00. If so, she would back before the Board for further approval.

Decision: Commissioner Lewis moved to allow purchase of a tablet for the Building Inspector Position, to not exceed \$1,000.00. Commissioner Bair seconded. Both Commissioners voted in favor. The motion carried.

TREASURER'S OFFICE

Present: Tanna Beal- County Treasurer
John Dewey- County Legal Counsel
Gwen Inskeep- County Surveyor

The Board met with Tanna Beal to discuss department updates.

APPROVAL OF COMMISSIONER MINUTES FOR APRIL 1-15, 2022

Decision: Commissioner Bair moved to approve Commissioner Minutes from April 1-15, 2022. Commissioner Lewis seconded. All voted in favor. The motion carried.


APPROVAL OF BINGHAM COUNTY RESOLUTION 2022-19, A RESOLUTION CALLING FOR ROAD VACATION PUBLIC HEARING- SPECIFIC TO THE MORELAND TOWNSITE

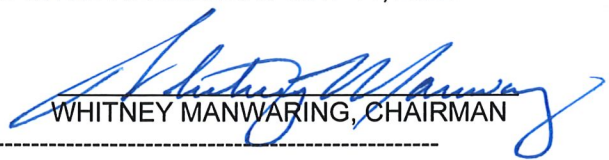
Present: Dusty Whited- Public Works Director
Gwen Inskeep- County Surveyor
John Dewey- County Legal Counsel

The Board met to approve Bingham County Resolution 2022-19, a resolution calling for a Road Vacation Public Hearing, specific to the Moreland Townsite. Chairman Manwaring welcomed all to the meeting and confirmed on the record that Legal Counsel has reviewed said resolution and had no issues.

Decision: Commissioner Lewis moved to approve Bingham County Resolution 2022-19, a resolution calling for a Road Vacation Public Hearing pertaining to the Moreland Townsite Road Vacation, to be held on June 6, 2022 at 2:00 p.m. Commissioner Bair seconded. All voted in favor. The motion carried.

THE MOTION PASSED TO DISMISS UNTIL WEDNESDAY MAY 11, 2022


PAMELA W. ECKHARDT, CLERK
Lindsey Dalley- Deputy Clerk-----


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Wednesday, May 11, 2022
County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

Present: Chairman Manwaring
 Commissioner Lewis
 Lindsey Dalley- Deputy Clerk
Excused: Commissioner Bair

CASH WARRANTS

Cash Warrants were approved in the amount of \$7,241.33.

Decision: Commissioner Lewis moved to approve the Cash Warrants, Claims and Administrative Documents as presented. Chairman Manwaring seconded. Both voted in favor. The motion carried.

SHERIFF'S OFFICE

Present: Chief Deputy Sheriff Jeff Gardner
 John Dewey- County Legal Counsel

The Board met to discuss updates within the Sheriff's Office and other agenda items. Chairman Manwaring welcomed all to the meeting and turned the time over to Chief Deputy Gardner.

Chief Deputy Gardner stated the current population in the jail is 110 and three inmates are currently being housed out of County.

A brief discussion was held in regards to the location of Automated External Defibrillator's throughout the Courthouse. Chairman Manwaring stated it would be beneficial to have a few employees within each office become CPR certified in case there were an emergency.

Lastly, Chief Deputy Gardner presented an AIA Agreement with Lombard Conrad Architects pertaining to the Jail Expansion Project. This agreement is to begin the process and move forward. There were no concerns and Chairman Manwaring signed said agreement.

PUBLIC WORKS

Present: Dusty Whited- Public Works Director

The Board met with Dusty Whited to discuss department updates and other agenda items. Chairman Manwaring welcomed all to the meeting and turned the time over to Mr. Whited.

Mr. Whited presented a Prior Approval for Major Purchase for a new bridge on Goshen Road and Butte Road. He received two bids, to which the lowest bid was Cannon Builders. The amount of said purchase is \$79,500.00 and would be paid from Fund 32-00-705-00.

Decision: Commissioner Lewis moved to approve the Prior Approval for Major Purchase for a new bridge on Goshen Road and Butte Road, in the amount of \$79,500.00, to be paid from Fund 32-00-705-00. Chairman Manwaring seconded. Both Commissioners voted in favor. The motion carried.

Next, Mr. Whited presented a resolution for approval, specifically Resolution 2022-20, a Local Highway Jurisdiction Resolution, which is mandatory to be a part of the application for grants.

Decision: Commissioner Lewis moved to approve Bingham County Resolution 2022-20, a Local Highway Jurisdiction Resolution, which includes a Memorandum of Understanding with Local Highway. Chairman Manwaring seconded. Both Commissioners voted in favor. The motion carried.

**BINGHAM COUNTY
RESOLUTION NO. 2022-20**

**A LEADING IDAHO LOCAL BRIDGE PROGRAM- LOCAL HIGHWAY JURISDICTION
RESOLUTION**

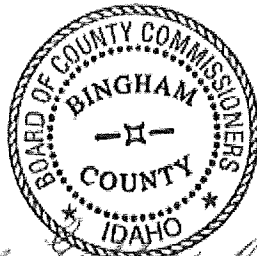
WHEREAS, SB1359 became law on March 16, 2022, appropriating funding for the repair and replacement of local bridges in poor and posted condition; and

WHEREAS, LOCAL HIGHWAY JURISDICTION has presented the Leading Idaho Local Bridge Program Memorandum of Understanding at an Open Meeting in accordance with the Idaho Open Meetings Law; and

WHEREAS, LOCAL HIGHWAY JURISDICTION has prepared and presented the listed applications in Attachment A at an Open Meeting in accordance with the Idaho Open meetings Law; and

NOW, THEREFORE BE IT RESOLVED, that LOCAL HIGHWAY JURISDICTION is granted authority by the Board of Bingham County Commissioners to enter in the Leading Idaho Local Bridge Program Memorandum of Understanding with the Local Highway Technical Assistance Council.

ADOPTED this 11th day of May 2022.



BOARD OF COUNTY COMMISSIONERS


Whitney Manwaring, Chairman

ATTEST: 
Pamela Eckhardt
Bingham County Clerk

Mark R. Bair, Commissioner



Jessica L. Lewis, Commissioner

Attachment A – List of Applications for the Leading Idaho Local Bridge Program

LOCAL HIGHWAY JURISDICTION to provide a list of intended applications including the bridge ID, highway name/number and if applicable bridge name

Bridge Key Number	Carries	Crosses
22315	CLINGER RD; 1450 N	SNAKE RIVER VALLEY CANAL
22380	W 200 S; HAHN RD	PEOPLES CANAL
22405	400 NORTH ROAD	CORBETT SLOUGH CANAL
22450	COUNTRY CLUB;1400N	LITTLE SAND CREEK
22455	S. FIRTH ROAD	RESERVATION CANAL
22590	400 NORTH ROAD	BLACKFOOT CANAL
22685	WOODVILLE;E 1500 N	SLOUGH CANAL
22916	BASELINE ROAD	SAND CREEK
22940	PIONEER ROAD	DANSKIN CANAL
23060	SCOTT RD; W 100 S	ABERDEEN SPRINGFIELD CNL

Next Mr. Whited explained the Prior Approval for Major Purchase of low profile tires for the Solid Waste Department. Said purchase is in the amount of \$4,139.12, to be paid from Fund 23-70-473-00.

Decision: Commissioner Lewis moved to approve the Prior Approval for Major Purchase of low profile tires for the Solid Waste Department in the amount of \$4,139.12, to be paid from Fund 23-70-473-00. Chairman Manwaring seconded. Both Commissioners voted in favor. The motion carried.

Next, Mr. Whited explained the submitted Credit Application for CTS submitted by High Desert Hollow who is requesting a \$250.00 per month credit. His recommendation would be to approve this credit application.

Decision: Commissioner Lewis moved to approve the submitted Credit Application in the amount of \$250.00 per month for High Desert Hollow. Chairman Manwaring seconded. Both Commissioners voted in favor. The motion carried.

Lastly, Mr. Whited explained the submitted Credit Application for CTS for Barefoot Management, LLC. Mr. Whited explained that this business owner has had previous delinquent accounts and therefore, he would be recommending denial.

Decision: Commissioner Lewis moved to deny the Credit Application for Barefoot Management, per recommendation made by the Mr. Whited. Chairman Manwaring seconded. Both Commissioners voted in favor. The motion carried.

PRIOR APPROVAL- COURTS

Present: Sheri Landon- Courts

The Board met to discuss the submitted Prior Approval for Major Purchase submitted by Sheri Landon, for purchase of an office desk, sit/stand corner desk unit, credenza and bookcase from the Idaho Correctional Industries, in the amount of \$4,669.00, to be paid from Funds: 06-50-800-00 and 06-50-899-00.

Decision: Commissioner Bair moved to approve the Prior Approval for Major Purchase submitted by Sheri Landon, for purchase of an office desk, sit/stand corner desk unit, credenza and bookcase, from Idaho Correctional Industries, in the amount of \$4,669.00, to be paid from Fund: 06-50-800-00 and 06-50-899-00. Commissioner Lewis seconded. All voted in favor. The motion carried.

DISCUSSION AND DECISION REGARDING TRANSFER OF A PORTION OF NORTH BINGHAM COUNTY PARK TO THE CITY OF SHELLEY

Present: John Dewey- County Legal Counsel
Scott Reese- Parks & Recreation/Emergency Management
Tyler Draine- Parks & Recreation

The Board met to hold discussion and make a decision regarding the transfer of a portion of North Bingham County Park to the City of Shelley. Chairman Manwaring welcomed all to the meeting and turned the time over to Mr. Dewey.

Mr. Dewey stated he received an email from Adam French with the City of Shelley, who stated that the city would like to move forward with the transfer of the South side of North Bingham Park.

Commissioner Lewis stated that the County would need to set the power and water so that it only operates on the County side of the park.

Mr. Dewey stated if the Board has interest in moving forward, he would move forward in attempt to get the transaction completed prior to the parks opening. The Board had no issues at this time.

Decision: Commissioner Lewis moved to proceed with the transfer of the South side of North Bingham County Park to the City of Shelley. Commissioner Bair seconded. All voted in favor. The motion carried.

MEETING TO RECEIVE THE PLANNING & ZONING COMMISSION'S RECOMMENDATION TO APPROVE THE KIMBALL FARMS SUBDIVISION, LOCATED WEST AND SOUTH OF 409 E. 500 N., SHELLEY, IDAHO.

Present: Michael Knight- Connect Engineering
Chris Street- HLE
Tiffany Olsen- Planning & Development Director

The Board held a meeting to receive the Planning & Zoning Commission's recommendation to approve the Kimball Farms Subdivision, located West and South of 409 E. 500 N., Shelley, Idaho. Chairman Manwaring welcomed all to the meeting, introductions were held and the time was turned over to Planning & Development Director, Tiffany Olsen.

Director Olsen presented the Staff Report at this time.

Commissioner Bair stated there was a question regarding canal companies and the concern that they had previously not received notice. Director Olsen stated she does recall that specific concern, which was from the Snake River Valley Irrigation Company. They have been included in all notices regarding this matter and stated that Exhibit S-3, would show the same.

Commissioner Lewis asked Director Olsen if when a Zone Change Application is submitted, if they are requesting that there should be a Comprehensive Plan Map change as well. Director Olsen stated that was correct and that the Planning and Development Department has been looking at this area as applications come through.

Chairman Manwaring stated when the Board heard the Zone Change; this property was next to Residential/Agriculture on the East side. Therefore, he has no issues with this request.

Decision: Commissioner Lewis moved to uphold the recommendation made by the Planning & Zoning Commission, to approve the 8-Lot subdivision to be known as Kimball Farms Subdivision on approximately 11.17 acres, which is zoned Residential/Agriculture and there will be access off 500 North Atlantic Road. This decision is based on the information presented and the Reason & Decision of the Planning & Zoning Commission. Commissioner Bair seconded. All voted in favor. The motion carried.

MEETING TO RECEIVE THE PLANNING & ZONING COMMISSION'S RECOMMENDATION TO APPROVE THE JOHNSON COMPOUND SUBDIVISION, LOCATED AT 1072 W 100 S BLACKFOOT, IDAHO.

Present: Tiffany Olsen- Planning & Development Director
Chris Street- HLE

The Board met to hold a meeting to receive the Planning & Zoning Commission's recommendation to approve the Johnson Compound Subdivision, located at 1072 W. 100 S., Blackfoot. Chairman Manwaring welcomed all to the meeting and turned the time over to Tiffany Olsen, Planning & Development Director.

Director Olsen presented the Staff Report at this time.

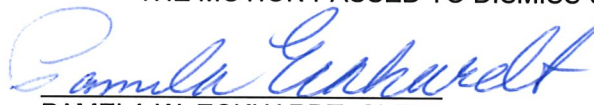

Commissioner Lewis stated she has a concern and that the easement on the Plat does not match Exhibit T-9. Ms. Olsen stated that might be something that has since been amended by the Surveyor.

Commissioner Bair asked Ms. Olsen if it is now required that all subdivisions have gang mail boxes, to which she stated that is correct and explained this requirement is within the Public Works section of the County Ordinance.

A brief discussion was held regarding irrigation, wherein it was shown there was an error within the Staff Report and the proper entity wherein water will be assessed is from Bingham Ground Water.

Decision: Commissioner Bair moved to uphold the recommendation of the Planning & Zoning Commission to approve the 3-Lot Short Plat Subdivision, to be known as Johnson Compound on 9.1 acres at approximately North of 100 South. This is based upon the record presented and the Reason & Decision of the Planning & Zoning Commission. Commissioner Lewis seconded. All voted in favor. The motion carried.

THE MOTION PASSED TO DISMISS UNTIL THURSDAY MAY 12, 2022

	
PAMELA W. ECKHARDT, CLERK	WHITNEY MANWARING, CHAIRMAN
Lindsey Dalley- Deputy Clerk-----	

STATE OF IDAHO)
 : ss. Thursday, May 12, 2022
 County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

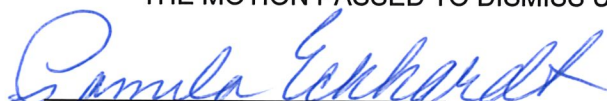
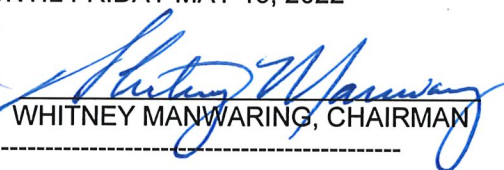
Present: Chairman Manwaring
 Commissioner Bair
 Commissioner Lewis
 Lindsey Dalley- Deputy Clerk

MEETING WITH KATY BERGHOLM- NEW REGIONAL ADMINISTRATOR FOR THE DEPARTMENT OF ENVIRONMENTAL QUALITY & PRESENTATION OF SEMI-ANNUAL UPDATE

Present: Katy Bergholm- Department of Environmental Quality
 Tiffany Olsen- Planning & Development Director
 Dusty Whited- Public Works Director

The Board met with Katy Bergholm to receive a semi-annual update from the Department of Environmental Quality.

THE MOTION PASSED TO DISMISS UNTIL FRIDAY MAY 13, 2022

	
PAMELA W. ECKHARDT, CLERK	WHITNEY MANWARING, CHAIRMAN
Lindsey Dalley- Deputy Clerk-----	

STATE OF IDAHO)
 : ss. Friday, May 13, 2022
County of Bingham)

THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. The following matters were considered:

Present: Chairman Manwaring
Commissioner Bair
Commissioner Lewis
Lindsey Dalley- Deputy Clerk

CASH WARRANT

A Cash Warrant was approved in the amount of \$2,595.36

CLAIMS

Claims were approved in the amount of \$357,225.19.


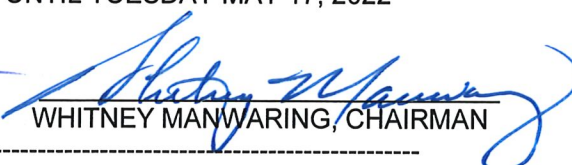
PERSONNEL ACTION FORMS

The Board approved Personnel Action Forms, which were as follows:

Employee Status Sheets:	Senior Equipment Operator to R&B Lead Roadside Mower Planner to Surveyor/GIS Technician Deputy Clerk- Courts
Salary Increase Form:	Patrol Deputy Equipment Operator Senior Equipment Operator EOIT Building Maintenance Specialist

Decision: Commissioner Lewis moved to approve Cash Warrants, Claims, Administrative Documents and Personnel Action Forms. Commissioner Bair seconded. All voted in favor. The motion carried.

THE MOTION PASSED TO DISMISS UNTIL TUESDAY MAY 17, 2022

	
PAMELA W. ECKHARDT, CLERK Lindsey Dalley- Deputy Clerk-----	WHITNEY MANWARING, CHAIRMAN