

STATE OF IDAHO)
 : ss. Friday, December 1, 2023
County of Bingham)

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

PRESENT: Chairman Manwaring
Commissioner Bair
Commissioner Jackson
Lindsey Dalley- Commission Clerk

CASH WARRANTS

Cash Warrants were approved in the amount of \$707.29.

PAYROLL

Payroll was approved in the amount of \$785,216.10.

CLAIMS

Claims were approved in the amount of \$678,533.00.

COLLEGE OF EASTERN IDAHO

One Certificate of Residency document was approved by the Board and sent to the College of Eastern Idaho for the following Bingham County student: Caitlyn P. Keelin.

PERSONNEL ACTION FORMS

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

New Employee Status Sheet: Detention Deputy
Secretary Probation Services
Detention Deputy

Employee Status Sheet: Appraiser Trainee to Certified Appraiser

Decision: Commissioner Bair moved to approve Cash Warrants, Claims, Administrative Documents and Personnel Action Forms for December 1, 2023. Commissioner Jackson seconded. All voted in favor. The motion carried.

DISCUSSION & DECISION REGARDING BUILDING INSPECTOR POSITION PAY AND PAY FOR THE CURRENT BUILDING INSPECTOR

Present: Tiffany Olsen- Planning & Development Director
Laraine Pope- Human Resources Director

The Board met to discuss and make a decision regarding the Building Inspector Position Pay and Pay for the current Building Inspector.

Chairman Manwaring stated that interviews were held and there was a highly qualified applicant. With the wage to be offered to the applicant, it would interfere with what the current Building Inspector is making, which is an N19, Step 6 (\$50,170.37). Therefore, discussion was held in regards to the potential of moving the current Building Inspector up to a Step 8 (\$53,232.00).

Ms. Olsen stated the applicant has been a builder for almost twenty (20) years, lives in Blackfoot, owns a small cabinetry business and has his construction License. He has also stated that he is happy to get his Building Inspector and HVAC License. Ms. Olsen stated that she would like to offer the applicant an N19, Step 6 (\$50,170.37).

The Board had no concerns in regards to the proposal.

Decision: Commissioner Jackson moved to approve that the new Building Inspector be offered an N19, Step 6 and the current Building Inspector will be an N19, Step 8. Commissioner Bair seconded. All voted in favor. The motion carried.

The increase for the current Building Inspector will be in effect as of November 21st for the new pay period.

DISCUSSION & POTENTIAL DECISION REGARDING THE PARKS FOREMAN & BUILDING MAINTENANCE POSITIONS

Present: Scott Reese- Parks & Recreation/Emergency Management
Jason Marlow- Building Maintenance
Laraine Pope- Human Resources

The Board met to hold discussion and make a decision in regards to the Parks Foreman and Building Maintenance positions.

Mr. Marlow stated that his current Building Maintenance Specialist will be transferring to the Parks Foreman position but it is unknown when the transfer will take place due to the winter months and there not being a large amount of work to be done. Mr. Marlow stated that he would like to get the Building Maintenance Specialist advertised as soon as possible in order to allow for training. Chairman Manwaring stated that he would be in favor of advertising the position.

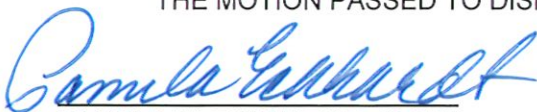
Commissioner Bair stated that he would like to be sure that the jobs that are normally completed during the winter months are completed and not wait too long, causing the Parks & Recreation department to get behind. Mr. Reese stated that he does not want to put the Building Maintenance Division behind on his schedule by transferring the employee right now.

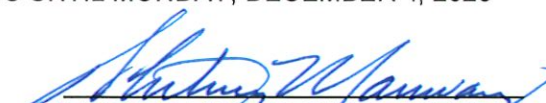
Chairman Manwaring stated that he would be in favor of allowing the employee to work part time for both departments and help where he is needed. Mr. Reese stated he would be in favor of placing the employee on the Parks & Recreation payroll as of January 1, 2024 but allow him to continue assisting the Building Maintenance Division as needed and transfer to Parks & Recreation full time during Spring.

Discussion was held in regards to the pay range for the Building Maintenance Specialist to be advertised. Ms. Pope stated that she would propose advertising at the starting wage of N13, Step 1 (\$16.98) through Step 6 (\$20.26). The Board concurred and had no major concerns.

Decision: Commissioner Bair moved to approve advertising the Building Maintenance Specialist at an N13, Step 1 through Step 6. Also approve to allow the Parks & Recreation employee who is transferring to the Parks Foreman position, to be added to the Parks & Recreation payroll as of January 1, 2024. Commissioner Jackson seconded. All voted in favor. The motion carried.

THE MOTION PASSED TO DISMISS UNTIL MONDAY, DECEMBER 4, 2023


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


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Monday, December 4, 2023
County of Bingham)

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

PRESENT: Chairman Manwaring
 Commissioner Bair
 Lindsey Dalley- Commission Clerk
Excused: Commissioner Jackson

STAFF MEETING

Present: Pamela Eckhardt- County Clerk
 Laura Lora- Payroll/Indigent Services
 Donavan Harrington- County Assessor
 Debbie Cunningham- Chief Deputy Assessor
 Dusty Whited- Public Works Director
 Jimmy Roberts- County Coroner
 Scott Reese- Emergency Services/Parks & Recreation
 Sheri Landon- Courts
 Laraine Pope- Human Resources
 Jason Marlow- Building Maintenance
 Tiffany Olsen- Planning & Development Director
 Shawn Hill- Probation Department
 Rafaela Martinez- Probation Department
 Mark Gough- Probation Department
 Cody Lewis- Treatment Court
 Ryan Jolley- Prosecuting Attorney
 Tanna Beal- County Treasurer
 Julie Buck- Extension Office
 Gordon Croft- Blackfoot Chief of Police

Excused: Jeff Garner- Sheriff
 Matt Galloway- IT Department
 Danette Miller- Elections Office
 Marc Carroll- City of Blackfoot Mayor
 Grahm Anderson- City of Blackfoot Treasurer

The Commissioners met with department heads and Elected Officials for the December 2023 Staff Meeting. Chairman Manwaring conducted the Staff Meeting.

Pledge of Allegiance: Chairman Manwaring conducted.

Approval of Minutes for Staff Meeting held in November 2023: There were no changes to be made. Therefore, the Staff Meeting Minutes for November were approved as written.

Special Presentation: None.

Safety Concerns: None.

Employee Years of Service Recognition: Shawn Hill recognized Mark Gough for twenty-five (25) years of service to Bingham County. Mark is the Chief Administrator for Juvenile Probation, does a great job and is a huge asset to Bingham County.

Mark Gough: Stated that he appreciates the opportunity to work for Bingham County. His mother worked for the county for many years and he is glad that he gets to carry on with that.

Chairman Manwaring stated that Mark is level headed, easy to talk to and it is nice when he comes into Commission Chambers for meetings.

Dusty Whited recognized Jim Beasley for five (5) years of service to Bingham County. Jim worked for many years previously, left for another job in California but has since come back to work for the county. Jim is a truck driver in the Shelley District and is an asset to Bingham County.

Chairman Manwaring: Stated that he and a few other county employees attended the funeral of Kory Belnap, which was a great service. Kory had only worked for the county for a few years but was a hard worker and always got his work done. Chairman stated that it has been a rough last few months for the county as three (3) employees have passed away and it is always hard. As the Board, they would like to thank everyone for their hard work and would like to wish everyone a good holiday.

Commissioner Bair: Had no updates at this time.

Clerk Eckhardt: Stated that it has been a physically and emotionally challenging year for all departments, but it has really affected the Clerks Office. She stated that she is trying hard to make this month a more positive month and to spread that countywide.

Clerk Eckhardt read a message she was given in the shape of a tree, which was as follows:

Be Kind
Apologize
Write a letter
Seek out a forgotten friend
Keep a promise
Mend a quarrel
Think first of someone else
Forgo a grudge
Encourage youth
Gladden the heart of a child
Give a soft answer
Examine your demands on others
Forgive an enemy
Manifest your loyalty in word and deed
Welcome a stranger
Laugh a little more
Speak your love and then speak it again
Express your gratitude
Dismiss suspicion and replace it with trust
Take pleasure in the beauty and wonder of the earth
Be kind
Be gentle

Clerk Eckhardt stated the outside auditors have started to work on Fiscal Year 2023. This is the year to review all money handling procedures for each department. Gina Perschon and herself will be making appointments with each department this month to review credit cards or charging accounts.

Clerk Eckhardt would like to remind everyone that when signing any county charge accounts, please be sure that signatures are legible and to please pass that message along to staff within each department.

Laura Lora: Stated that December is a short month and would like to ask that the Department Heads/Supervisors please approve timesheets by Friday the 22nd.

Donavan Harrington: Stated that he appreciates the Treasurers Office for all of their hard work during tax season.

Dusty Whited: Had no updates at this time.

Jimmy Roberts: Stated that he had no major updates but would like to wish everyone a happy holiday.

Scott Reese: Had no updates at this time.

Sheri Landon: Stated that she would like to thank Matt and Dave in the IT Department for all of their help with IT issues they have had recently.

Jason Marlow: Stated that he would like to thank everyone for their patience with snow removal and if there are any places that they have missed, please let him know. He also would like to thank Dusty Whited and the Road & Bridge crew for all of their hard work to keep snow off the roads.

Tiffany Olsen: Stated that she has had several vacancies within the Planning & Development Department. She would like to thank Laraine Pope for all of her work in scheduling interviews to fill those vacancies. Recently Cody Gordon, who worked for Bingham County for fifteen (15) years has left for a job with the City of Idaho Falls to do their Commercial Plan Reviews and she would like to recognize him for his career with the county.

Ms. Olsen stated that the Board of Commissioners allowed her to hire two Consultants, one is the Building Official from Bannock County who she offered a position here with Bingham County, which he accepted and will begin working on the 11th of December. The second is the Building Official for the City of Chubbuck, therefore making them able to maintain consistency throughout the Planning & Development Department without having to delay anyone on inspections or plan review.

Ms. Olsen stated an offer has been extended for the Building Inspector position, which was accepted but are currently waiting on a background check to be completed. Ms. Olsen added that interviews were held for the Permit Tech position and will be extending an offer.

Ms. Olsen would like to thank Clerk Eckhardt for her positivity and Jason Marlow, along with his department, for snow removal around the Courthouse Annex building.

Shawn Hill: Stated that he would like to introduce and welcome Rafaela Martinez, who is the new Secretary for the Probation Department. He has also extended an offer for the part-time drug technician (female).

Cody Lewis: Stated that Felony Drug Court Graduation will be held on December 19th at 4:00 and Misdemeanor Drug Court Graduation will be held on December 21st at 4:00 p.m.

Ryan Jolley: Stated that there have been no applicants for the Deputy Prosecuting Attorney position and if there is someone who may be interested, please direct them to Human Resources. He would like to thank everyone for their patience

Tanna Beal: Stated with the passing of Kory Belnap, it is refreshing to know how we compliment each other and appreciate each other. Kory was truly appreciated and all of his hard work to help the Treasurers Office. She would also like to remind everyone that it is important to appreciate your colleagues and that she could thank everyone within the county for helping in some way or another.

Julie Buck: Stated that Reed Findlay is working on master gardener for 2024, Carmen Wilmore put on a beef school here in Blackfoot, which had good attendance, along with working on a Women in Ag Class. Their office is busy with day camps for the youth and she would like to wish everyone a happy holiday.

Chief Gordon Croft: Stated that the Police Department has a high school intern helping within their office, which is set up through District 55 and the high school.

Chief Croft stated that he would like to thank Erin Hidalgo as she did a fantastic job with the Santa's Helpers program. There were 58 families served at the shop with a cop event this year.

Former Sheriff Johnson passed away on November 17th at the age of 80 after a long fight with cancer. The Sheriff's Office and Blackfoot City Police assisted with the funeral services. Sheriff Johnson served in office from 2004-2012 for the Bingham County Sheriff's Office.

Lastly, Chief Croft stated early this morning there was an officer involved shooting involving the Idaho Falls Police, wherein the Idaho State Police and the Blackfoot City Police/Bingham County Joint Detective Division was called into assist with the investigation.

Chairman Manwaring stated that he would like to thank and remind everyone to continue filling out the Request for Meeting Forms with Lindsey Dalley, prior to scheduling a meeting before the Board. This helps assist the Board in having the necessary information in order to make a proper decision.

Commissioner Bair stated recently he has had a member of his family spend time at the University of Utah in the hospital and would like to thank Chairman Manwaring and Commissioner Jackson for filling in and taking care of things in the office. He stated that while he spent time at the University of Utah, he was walking around and noticed an older gentleman in a wheelchair without any lower extremities. In watching him, Commissioner Bair noticed he always had a smile on his face and everyone he came in contact with he gave a cheerful hello. It was amazing to see someone that has such difficult challenges in their life be such a happy individual. Commissioner Bair stated there are many things to be thankful for in Bingham County and the county is a wonderful place to work.

Chairman Manwaring stated next Staff Meeting is scheduled for Monday, January 8, 2023 at 8:30 a.m.

Lastly, Happy Birthday to Shawn Hill.

Nothing further.

PROBATION DEPARTMENT

Present: Shawn Hill- Probation Department
Ryan Jolley- Prosecuting Attorney

The Board met with Shawn Hill to discuss updates within the Probation Department.

DISCUSSION & DECISION REGARDING THE SUBMITTED REQUEST TO USE A LEGAL INTERN ON PUBLIC DEFENDER CONTRACT- REQUESTED BY DAVID CANNON

Present: David Cannon- Public Defender
Pamela Eckhardt- County Clerk
Sheri Landon- Court Supervisor
Ryan Jolley- Prosecuting Attorney

The Board met with David Cannon to discuss the submitted request to use a legal intern under his Public Defender Contract.

Mr. Cannon stated that he would like to request permission to allow a legal intern to complete work under his Public Defense Contract while he is in the Legislative Session. There is a stringent Idaho State Bar Commission Rule 226 that governs what legal interns can and cannot do. The legal intern in question is his daughter, Rachel Cannon, who is a 3L at BYU Law School and will be graduating in May but she will be a student for the entirety of the 2024 Legislative Session. During said session, Mr. Cannon stated that he would like to utilize Rachel Cannon to complete some of the work that he cannot complete while in session.

When using an intern, it is required to have informed consent from the client, a certificate will need to get given to the Judge stating that she will be appearing and outlining that she has the informed consent and is qualified to represent the client.

Ms. Cannon would be working on Misdemeanor Cases, Juvenile Cases, Child Protection Court, Pretrial Conferences and Sentencings within Misdemeanor Court. Mr. Cannon added that she would more than likely be appearing via Zoom as she will be attending school, wherein she would need to file the proper documentation in order to do so for each case.

The Board nor legal counsel have any issues with the proposal, so long as all requirements are met.

Decision: Commissioner Bair moved to approve Rachel Cannon to work under the Public Defender Contract for David Cannon, along with approving Bingham County Resolution 2023-57, regarding the same. Chairman Manwaring seconded. Both voted in favor. The motion carried and said resolution was approved as follows:

BINGHAM COUNTY
RESOLUTION NO. 2023-57

A RESOLUTION ALLOWING THE USE OF A LEGAL INTERN UNDER RULE 226 WITHIN A
PUBLIC DEFENDER CONTRACT.

Whereas, the Bingham County Commissioners contracted with David Cannon as a Public Defender to represent individuals who are entitled to be represented by an attorney at public expense for FY 2024. Mr. Cannon has requested the use of a legal intern under the Idaho Bar Commission Rule 226 for limited practice to cover uncontested hearings. Section I under the Public Defender contract requires prior written approval of the County Commissioners as adopted by resolution

Be it hereby resolved that Rachel Cannon is allowed to limited practice as a Legal Intern under rule 226 within the contract of David Cannon for public defense in Bingham County as approved by Order from the Idaho Supreme Court dated November 9, 2023

ADOPTED Dec 4, 2023

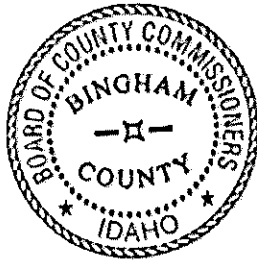
BOARD OF COUNTY COMMISSIONERS

ATTEST Pamela Eckhardt
Pamela Eckhardt
Bingham County Clerk

Whitney Marwaring
Whitney Marwaring, Chairman

Mark R. Bair
Mark R. Bair, Commissioner

Eric Jackson, Commissioner



DISCUSSION & DECISION REGARDING PERMIT TECH OFFER AND PROPOSED PAY- REQUESTED BY TIFFANY OLSEN- PLANNING & DEVELOPMENT DIRECTOR

Present: Tiffany Olsen- Planning & Development Director
Ryan Jolley- Prosecuting Attorney
Laraine Pope- Human Resources

The Board met to discuss and make a decision in regards to the proposed pay offer for the Permit Tech position.

Ms. Olsen stated that interviews were held and has had an individual in mind who she feels is the best candidate for the Permit Tech position. She would like to offer this individual an N15, Step 5 (\$20.86) or Step 6 (\$21.49). This individual would be able to begin work as soon as her background check returns and is approved.

Chairman Manwaring stated that he would be more in favor of Step 5 (\$20.86) and Commissioner Bair stated that he would be in favor of either Step 5 or Step 6.

Decision: Commissioner Bair moved to approve the offer of Permit Tech at an N15, Step 5 (\$20.86). As soon as the employee passes the Permit Technician Certification and review of performance is completed, the wage would move to Step 6. Chairman Manwaring seconded. Both voted in favor. The motion carried.

DISCUSSION & DECISION REGARDING APPLICATION FOR PLANNING & ZONING COMMISSION MEMBER FOR COMMISSION DISTRICT NO. 2.

Present: Tiffany Olsen- Planning & Development Director
Ryan Jolley- Prosecuting Attorney
Laraine Pope- Human Resources

The Board met to discuss and make a decision regarding the Application for Planning & Zoning Commission Member for Commission District 2.

Ms. Olsen stated that Stephen Adams has applied for the Planning & Zoning Commission District 2 position. Mr. Adams is self employed and has lived in Bingham County for six (6) years. If appointed, Mr. Adams would serve for a term of three (3) years from December 4, 2023 through December 4, 2026.

The Board had no concerns.

Decision: Commissioner Bair moved to appoint Stephen Adams as the Planning & Zoning Commission Member for Commission District 2. Chairman Manwaring seconded. Both voted in favor. The motion carried. Commission Clerk, Lindsey Dalley, drafted a letter to send to Mr. Adams confirming his appointment.

BUILDING MAINTENANCE

Present: Jason Marlow- Building Maintenance
Dusty Whited- Public Works Director

The Board met with Jason Marlow to discuss updates within the Building Maintenance Department and other agenda items.

Mr. Marlow explained that in order to move forward with the house located at 56 Airport Road and it being a training house, the water line needs to be abandoned, per the requirement of the City of Blackfoot.

Mr. Marlow collected a quote from Mickelsen Construction and Steadman Construction, wherein he would propose the Board approve Steadman Construction as they are already currently assisting with the Jail Expansion Project and therefore it would be easy to complete the project. Mr. Marlow stated that the quote received from Mickelsen Construction was also extremely higher than the quote from Steadman Construction.

Decision: Commissioner Bair moved to approve the Prior Approval for Major Purchase of water abandonment at 56 Airport Road, in the amount of \$2,600.00 and is to be completed by Steadman Construction Inc. Said purchase is to be paid from 01-10-701-01 (Building & Grounds- Rental Houses). Chairman Manwaring seconded. Both voted in favor. The motion carried.

ASSESSORS OFFICE

Present: Donavan Harrington- County Assessor
 Debbie Cunningham- Chief Deputy Assessor
 Jason Marlow- Building Maintenance Supervisor

The Board met with Donovan Harrington to discuss department updates within the Assessors Office and other agenda items.

First the Board approved Tax Inquiry documents submitted by Mr. Harrington, which were as follows:

RP0310800	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
RP0333106	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
RP1300917	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
RP0471909	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
RP8270790	Year 2023	Homeowners signed up for Homeowners Exemption for 2023

Decision: Commissioner Bair moved to approve and sign the Tax Inquiry documents submitted by the County Assessor. Chairman Manwaring seconded. Both voted in favor. The motion carried.

Next, discussion was held in regards to the submitted Prior Approval for Major Purchase of kitchen remodel for the Assessors Office. Said purchase is in the amount of \$6,162.00 to be paid out of two accounts as follows: \$4,162.00 out of Fund 01-10-494-00 (Repairs Building and fixtures) and \$2,000.00 out of Fund 01-02-800-00 (Assessors Office- Capital Furniture/Fixtures).

Decision: Commissioner Bair moved to approve the Prior Approval for Major Purchase of kitchen remodel for the Assessors Office. Said purchase is in the amount of \$6,162.00 to be paid out of two accounts as follows: \$4,162.00 out of Fund 01-10-494-00 (Repairs Building and fixtures) and \$2,000.00 out of Fund 01-02-800-00 (Assessors Office- Capital Furniture/Fixtures). Chairman Manwaring seconded. Both voted in favor. The motion carried.

DISCUSSION & DECISION REGARDING THE COMPENSATION POLICY AND POSSIBLE CHANGES TO SAID POLICY

Present: Laraine Pope- Human Resources Director

The Board met with Laraine Pope to discuss the Compensation Policy and possible changes to said policy.

Ms. Pope stated that she has the first draft with proposed changes, which still needs to be sent to the Personnel Board.

No decision was made at this time. Ms. Pope will send the proposed updates to the Compensation Policy to the Personnel Board for any feedback.

APPROVAL OF PROPOSED UPDATES TO THE EMPLOYEE POLICY SECTION 30-DRUG FREE WORKPLACE

Present: Laraine Pope- Human Resources Director
Ryan Jolley- Prosecuting Attorney
Pamela Eckhardt- County Clerk

The Board met to discuss proposed updates to be made to the Employee Policy Section 30-Drug Free Workplace.

Ms. Pope stated this matter was discussed previously, the Personnel Board has reviewed with no concerns and therefore, she would request that the Board approve the same.

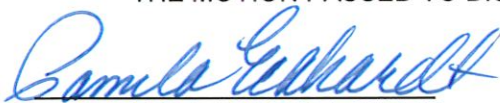
Decision: Commissioner Bair moved to approve the updates made to the Employee Policy, Section 30- Drug Free Workplace. Chairman Manwaring seconded. Both voted in favor. The motion carried.

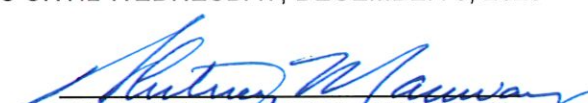
EXECUTIVE SESSION

The Board met to hold an Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider Personnel matters. Commissioner Bair moved to go into Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider personnel matters. Chairman Manwaring seconded. Both in favor. The Board moved into Executive Session at 11:42 a.m. Commissioner Bair moved to go out of Executive Session. Chairman Manwaring seconded. The Board moved out of Executive Session at 9:29 a.m.

Decision: No major decision was made but review of the Applicants for the vacant IT Department positions and interviews.

THE MOTION PASSED TO DISMISS UNTIL WEDNESDAY, DECEMBER 6, 2023


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


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Wednesday, December 6, 2023
County of Bingham)

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

PRESENT: Chairman Manwaring
Commissioner Bair
Commissioner Jackson
Lindsey Dalley- Commission Clerk

CASH WARRANTS

Cash Warrants were approved in the amount of \$24.65, \$765.85 and \$1,502.50, for a total of \$2,293.00.

RELEASE OF FINANCIAL ASSISTANCE LIEN- INDIGENT MATTER

The Board approved and signed a Release of Financial Assistance Lien for Instrument No. 635982, which was recorded as Instrument No. 758886.

COLLEGE OF EASTERN IDAHO

One Certificate of Residency was approved by the Board and sent to the College of Eastern Idaho for the following Bingham County student: Claire N. Olivarez.

Decision: Commissioner Jackson moved to approve and sign Cash Warrants, Claims and Administrative Documents for December 6, 2023. Chairman Manwaring seconded. Commissioner Bair was not present for said vote. Both voted in favor. The motion carried.

BINGHAM COUNTY RESOLUTION 2023-56

The Board met to approve Bingham County Resolution 2023-56, a resolution declaring surplus items for the IT Department.

Decision: Commissioner Jackson moved to approve Bingham County Resolution 2023-56, a resolution declaring surplus items for the IT Department. Chairman Manwaring seconded. Commissioner Bair was not present for said vote. Both voted in favor. The motion carried and said resolution was approved as follows:

BINGHAM COUNTY
RESOLUTION NO. 2023-56

A FORMAL RESOLUTION DECLARING CERTAIN BINGHAM COUNTY PROPERTY
NOT NECESSARY FOR USE IN BINGHAM COUNTY, IDAHO

WHEREAS, The Bingham County Commissioners have the authority to manage county property, (Idaho Code §31-807);

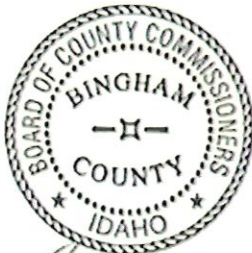
WHEREAS, The Bingham County Commissioners have the authority to sell or offer for sale personal property not exceeding two hundred fifty dollars (\$250) in value at private sale, (Idaho Code §31-808);

THEREFORE BE IT HEREBY RESOLVED, by the Board of County Commissioners, Bingham County, Idaho, that the following items may be sold as excess property:

IT DEPARTMENT

PLEASE SEE ATTACHED DOCUMENTS FOR SURPLUS ITEM DESCRIPTION.

DATED this 6th day of December 2023.



ATTEST:

Pamela Eckhardt
Pamela W. Eckhardt
Bingham County Clerk

BINGHAM COUNTY COMMISSION

Whitney Manwaring
Whitney Manwaring, Chairman

Mark R. Bair, Commissioner

Eric Jackson
Eric Jackson, Commissioner

SHERIFF'S OFFICE

Present: Jordyn Nebeker- Chief Deputy Sheriff
Ryan Jolley- Prosecuting Attorney

The Board met with Chief Deputy Nebeker to discuss updates within the Sheriff's Office, which included jail population, jail expansion update and Bancorp leasing update.

PUBLIC WORKS

Present: Dusty Whited- Public Works Director
Ryan Jolley- Prosecuting Attorney

The Board met with Dusty Whited to discuss updates within the Public Works Department and other agenda items.

Discussion was held in regards to the request for reimbursement submitted by Coma Farms, in the amount of \$1,502.50. Mr. Whited stated that it was approved approximately one year ago to rebuild the pump motor and in order to rebuild they had to place a temporary one until the other could be rebuilt. This invoice is to remove the temporary and place the permanent motor that had been rebuilt.

Decision: Commissioner Jackson moved to approve and sign the Cash Warrant in the amount of \$1,502.50 in order to reimburse Coma Farms for cost paid pertaining to rebuild the pump motor. Said cost would be paid from the PILT Fund (50-00-559-00). Commissioner Bair seconded. All voted in favor. The motion carried.

Next, discussion was held in regards to the Child Pedestrian Safety Grant Application, wherein Mr. Whited explained that if granted, the funding would be use to micro seal the county walking path from the City of Blackfoot limits to Rose Ponds, along with two cross walks. Mr. Whited stated this is the same grant that completed the project in the City of Shelley, wherein the path from the city limits of Shelley to North Bingham Park and installed two high visibility crosswalks.

Decision: Commissioner Bair moved to approve and sign the Grant Application for the Child Pedestrian Safety Grant, which would be used to micro seal the county walking path from the City of Blackfoot limits to Rose Ponds, along with two high visibility cross walks. Commissioner Jackson seconded. All voted in favor. The motion carried.

MEETING WITH LEGISLATORS TO DISCUSS THE UPCOMING LEGISLATIVE SESSION

Present: Representative David Cannon
Representative Julianne Young
Representative Julie VanOrden
Ryan Jolley- Prosecuting Attorney
Tanna Beal- County Treasurer
Debbie Cunningham- Chief Deputy Assessor
Donavan Harrington- County Assessor
Pamela Eckhardt- County Clerk
Jordyn Nebeker- Chief Deputy Sheriff
Tiffany Olsen- Planning & Development Director

The Board met with Legislators to discuss the upcoming Legislative Session, which included items that will be addressed during the upcoming session.

MEETING TO DISCUSS THE REQUEST FOR USE OF OPIOID SETTLEMENT FUNDING FOR A POTENTIAL PEER RECOVERY/CENTER OF HOPE FOR BINGHAM COUNTY- REQUESTED BY AIMEE AUSTIN

Present: Aimee Austin- Seventh Judicial District Treatment Court Manager
Grahm Anderson- City of Blackfoot Treasurer
Katie Barnes- Clinical Supervisor District 7 Treatment
Tim Melton- Bingham County Sheriff's Office
Benjy Pedroza- Pocatello Center for Hope Assistant Director
Nancy Espeseth- Center for Hope in Idaho Falls/Pocatello Director
Wes Wheatley- Blackfoot Police Department
Jan Neish- Idaho State Journal Reporter
Marc Carroll- City of Blackfoot Mayor
Dusty Whited- Public Works Director
Pamela Eckhardt- County Clerk

Via Telephone: Devere Hunt- Co-Owner and CEO of RHS and BEST LLC

The Board met to discuss the request for use of Opioid Settlement Funding for a potential Peer Recovery/Center of Hope Bingham County. Chairman Manwaring welcomed all to the meeting and introductions were held.

Ms. Austin explained that the Center of Hope is highly utilized in Bonneville County and how useful the peer recovery is for Treatment Court participants. It is a place for recovery and to build support and fellowship for the participants, along with the entire community. The Center for hope provides a healthy environment for the Treatment Court participants that are seeking recovery. The recovery coaches at the Center of Hope guide the participants through the process and help them seek what they are wanting as far as their recovery.

Ms. Austin stated the goal is to have a Center for Hope in Bingham County in order to provide those same treatments and build a recovery community. The opioid funding is to help build recovery and prevent overdose and that is one of the things that the Center for Hope does and therefore, she is before the Board today to request approval of the Board to use a portion of the opioid settlement funding for the start up costs for the center. The amount that would be requested is approximately \$83,186.50, which will assist with rent for the building, employee cost, along with other expenses, trainings, meetings and community programs.

Ms. Austin stated that she has spoke with Mayor Carroll, who has stated that he would support the center and possible use of the City opioid funding. Ms. Austin stated that she has also worked with the Regional Health Board, wherein a grant would be requested in the amount of \$7,100.00 that would assist with internet, phone, chairs, desks and other equipment needed. Ms. Espeseth has a good relationship with Donna Honena in Fort Hall, who is confident that Fort Hall would supply a recovery coach eight (8) hours per week. Ms. Austin stated that Best LLC would manage the center, which would be about 11% of the cost in the total of \$9,932.00, specifically to get the center up and running.

Chairman Manwaring confirmed with Ms. Austin that she has found a location for the potential center, to which Ms. Austin confirmed and stated the building is located at 181 NW Main, Blackfoot, Idaho. The building has three (3) offices, a group room, a kitchen and a front foyer.

Chairman Manwaring asked Ms. Austin what would occur once all opioid settlement funding had been used, to which Ms. Austin directed the question to Devere Hunt. Mr. Hunt explained that there are several grants to assist with the running cost, specifically with the Idaho Response to the Opioid Crisis. Mr. Hunt stated he has a grant writing team that he works with who constantly is working to find resources to continue services.

A brief discussion was held in regards to the amount of opioid funding that could be paid towards the project from both the City of Blackfoot and the county, wherein Mayor Carroll stated that he would be in favor of

providing funding but was unsure of the amount. Chairman Manwaring stated that another meeting would need to be held in order to make a decision as to the amount to be provided from the county and to also have all three Commissioner presents for the decision.

There was not a decision made at this time and a meeting to make a decision has been scheduled for next Wednesday, December 13, 2023 at 11:00 a.m.

DISCUSSION & DECISION REGARDING TAX CANCELLATION FOR RP4012400-REQUESTED BY DONAVAN HARRINGTON- COUNTY ASSESSOR

Present: Donavan Harrington- County Assessor
 Debbie Cunningham- Chief Deputy Assessor

The Board met to discuss and make a decision in regards to the request for tax cancellation for RP4012400.

Debbie Cunningham stated in 2020, the home value was \$10,000, which is storage value only (not livable). In 2021 ownership changed and an appraiser was sent out, they did not go inside the home, but looked at the outside of the home and noticed that someone was living there, meaning that the value should be more than \$10,000. The appraiser raised the value to \$136,000 at that point which would have been the end of December 2021. The new value was supposed to go on in 2022 but it did not. There was a new Data Entry Clerk and the value was entered incorrectly at \$384,388, when it should have been \$136,000.

The new owner received the tax notice and was unsure as to what the value was the previous year nor did she know any different. Therefore, she came in and paid \$2,860 in 2022. The following year, the owner's daughter noticed that the taxes did not look correct, she contacted the Assessors Office and an Appraiser was sent out to look at the home on September 1, 2023. At that time, the value for 2023 was reduced but it was not done until after things had been certified.

Ms. Cunningham stated the value has been adjusted for 2024 but that does not change her tax amount for 2023. Therefore, Ms. Cunningham stated that she would propose a cancellation of \$2,158.38 (Taxes for 2023) as she paid more than she should have last year. This would give her a credit for 2024 due the payment of the first half taxes.

The Board had no concerns in regards to this request.

Decision: Commissioner Jackson moved to cancel \$2,158.38 for RP4012400 for year 2023 as discussed and per the recommendation of the County Assessor. Chairman Manwaring seconded. Both voted in favor. The motion carried.

THE MOTION PASSED TO DISMISS UNTIL FRIDAY, DECEMBER 8, 2023

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

WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Friday, December 8, 2023
County of Bingham)

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

PRESENT: Chairman Manwaring
Commissioner Bair
Commissioner Jackson
Lindsey Dalley- Commission Clerk

CLAIMS

Claims were approved in the amount of \$204,816.19.

PERSONNEL ACTION FORMS

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

Salary Increase Form: Computer Mapper/Supervisor
Sign/Traffic Count Tech
Crusher Lead
Crusher Operator
Deputy Court Clerk
Deputy Court Clerk
Database Records Specialist
Employee Status Sheet: Senior Equipment Operator to Road & Bridge Lead
Equipment Operator to Road & Bridge Lead
Equipment Operator to Road & Bridge Lead
Maintenance Specialist to Parks Foreman
Building Inspector

Decision: Commissioner Jackson moved to approve and sign Cash Warrants, Claims, Administrative Documents and Personnel Action Forms for December 8, 2023. Commissioner Bair seconded. All voted in favor. The motion carried.

DISCUSSION & DECISION REGARDING TRANE SERVICE AGREEMENT FOR INSPECTIONS OF THE AC COMPRESSOR- REQUESTED BY JASON MARLOW- BUILDING MAINTENANCE SUPERVISOR

Present: Jason Marlow- Building Maintenance Supervisor

The Board met with Jason Marlow to discuss and make a decision in regards to the Service Agreement with Trane Service for inspections on the AC Compressor.

Mr. Marlow stated this agreement is the annual contract that has been in place for service on the AC compressor, which includes shut down for the winter and startup for the spring. Said Agreement is in the amount of \$4,634.00 and is extremely beneficial to the county to have this service completed properly by a professional company.

Decision: Commissioner Bair moved to approve and sign the Prior Approval for Major Purchase of Trane Service Agreement in the amount of \$4,634.00, to be paid from Fund: 01-10-494-00 (Building Maintenance- Repairs/Main-building and fixtures). Commissioner Jackson seconded. All voted in favor. The motion carried.

BINGHAM COUNTY RESOLUTION 2023-58

The Board met to approve and sign Bingham County Resolution 2023-58, a resolution for destruction of records kept by the Prosecutors Office. Said records are as follows:

Misdemeanor paper files for cases 2014, 2015 and 2016 records are considered semi-permanent and exist in electronic form

Felony paper files for cases 2007, 2008, 2009, 2010 records are considered semi-permanent and exist in electronic form

Civil paper files 2005, 2006, 2007 and 2008 records are considered semi-permanent and exist in electronic form

Decision: Commissioner Jackson moved to approve and sign Bingham County Resolution 2023-58, a resolution for destruction of records kept by the Prosecutors Office. Commissioner Bair seconded. All voted in favor. The motion carried and said resolution as approved as follows:

BINGHAM COUNTY
RESOLUTION 2023-58

RESOLUTION REGARDING THE DESTRUCTION OF RECORDS
FOR THE PROSECUTORS OFFICE

WHEREAS the Bingham County Prosecutors Office has requested permission to destroy certain records; and

WHEREAS the Idaho Code §31-871 empowers the Board of County Commissioners with the responsibility for classifying records for purposes of retention and destruction; and

WHEREAS the Prosecutors Office has represented that all records for which destruction is sought pertain to documents listed as follows:

PROSECUTORS OFFICE

Misdemeanor paper files for cases 2014, 2015 and 2016 records are considered semi-permanent and exist in electronic form.

Felony paper files for cases 2007, 2008, 2009, 2010 records are considered semi-permanent and exist in electronic form.

Civil paper files 2005, 2006, 2007 and 2008 records are considered semi-permanent and exist in electronic form

WHEREAS none of the records for which destruction is requested are those required to be kept by the County permanently and indefinitely pursuant to I.C. §31-709;

THEREFORE, it is hereby resolved that: The Prosecutors Office files are hereby classified as "temporary," as defined in I.C. §31-871(1)(d). Furthermore, such records may now be destroyed.

Dated this 8 day of November 2023.



BINGHAM COUNTY COMMISSION

ATTEST:

Pamela W. Eckhardt

Pamela W. Eckhardt
Bingham County Clerk

Whitney Manwaring
Whitney Manwaring, Chairman

Mark R. Bair
Mark R. Bair, Commissioner

Eric Jackson
Eric Jackson, Commissioner

MEETING REGARDING LAND LOCATED EAST OF 539 W 100 N

Present: Tiffany Olsen- Planning & Development Director
Teresa McKnight- REDI
Chase Clark- Bingham County Building Official
Verl Jarvie- Blackfoot Fire Marshall
Property owner of land located East of 539 W 100 N

The Board met with the property owner of land East of 539 West 100 North to discuss future development of the property.

THE MOTION PASSED TO DISMISS UNTIL MONDAY, DECEMBER 11, 2023



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



WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Monday, December 11, 2023
County of Bingham)

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

PRESENT: Chairman Manwaring
Commissioner Jackson
Lindsey Dalley- Commission Clerk
Excused: Commissioner Bair

APPROVE AND SIGN DOCUMENTATION FOR THE TESTING AND INSPECTION SERVICES FOR THE BINGHAM COUNTY JAIL EXPANSION & COURTHOUSE REMODEL

Present: Kris Talbot- Sheriff's Office Lieutenant
Susan Denny- Indigent Services

The Board met to approve and sign documentation for the testing and inspection services for the Bingham County Jail Expansion and Courthouse Remodel.

Chairman Manwaring explained there was a construction meeting held last week wherein it was stated that Bingham County needed to hire an independent engineering firm to conduct the necessary soil, concrete, Masonry, Steel and Asphalt testing. Mr. Talbot confirmed that he had also sent this onto Lombard Conrad who had no concerns.

Lindsey Dalley, Commission Clerk, confirmed that Legal Counsel had reviewed the agreement and had no concerns.

Decision: Commissioner Jackson moved to approve and sign the documentation for testing and inspection services by Atlas for the Bingham County Jail Expansion and Courthouse Remodel. Said services would be in the amount of \$56,496.00, to be paid from the American Recovery Plan Act Funding (ARPA). Chairman Manwaring seconded. Both 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 Jackson moved to go into Executive Session pursuant to Idaho Code §74-206(1)(d), to consider records that are exempt from public disclosure. Chairman Manwaring seconded. Both in favor. The Board moved into Executive Session at 2:07 p.m. The Board moved out of Executive Session at 2:21 p.m.

Decision: Commissioner Jackson moved to approve satisfaction of Indigent Case No. 2008-16 in the amount of \$5,774.18 and release the lien regarding the same. Chairman Manwaring seconded. Both voted in favor. The motion carried.

DISCUSSION & DECISION REGARDING REQUEST FOR TAX CANCELLATION FOR PROPERTY LOCATED AT 42 KIRK STREET, BLACKFOOT (RP1140300)- REQUESTED BY ASHLYN JONES

Present: Donovan Harrington- County Assessor
Debbie Cunningham- Chief Deputy Assessor
Ashlyn Jones- on behalf of property owner
Robin Lora- Certified Appraiser

The Board met to discuss and make a decision regarding the request for tax cancellation for property located at 42 Kirk Street, Blackfoot (RP1140300).

Ashlyn Jones stated that her mother, Ann Robison, had purchased the subject property in March but had not received a tax invoice in June due to the county having an incorrect address for her. Just last week her mother went to the Post Office and the Post Master gave her the notice. Upon opening the tax invoice, they could not believe the amount. When this home was appraised in August, it was only from the outside of the home, not including the inside.

Ms. Jones stated she spoke with an employee in the Revaluation Department who informed her that there would be an appraiser sent to look at the home. The next day, Mr. Lora met her at the subject property, they went inside and took photographs. The property is uninhabitable and it may be torn down to use the land for extra parking for their business. Mr. Lora informed her that next year the property could be assessed as storage value only, which is fair. Ms. Jones stated if it is decided to demolish the structure or remodel, they will inform the county as well but would request that the current taxes be cancelled due to the error in addressing.

Ms. Cunningham explained that the property was purchased by Ms. Robison for \$125,000, which was confirmed by Ms. Jones and the home is currently valued at \$152,000. Ms. Cunningham stated that she would not be in favor of cancelling all of the taxes and certainly not the value of the land. The incorrect address issue is unfortunate but it is not like the property owners are new to tax paying in Bingham County and they should be aware that they would receive a tax notice in June. If they had not received a assessment notice in June, it was the responsibility of the property owner to contact the county to follow-up. Next Year it will be taken down to storage value but at this time would recommend to decrease the value of the property to the same value as last year, which is \$74,840.

Chairman Manwaring stated that he would be in favor of decreasing value to the value of last year in the amount of \$74,840 and cancelling the difference in taxes.

Decision: Commissioner Jackson moved to approve the reduction in value of RP1140300 to the value of \$74,840, which was the value last year and cancel the difference in taxes. Chairman Manwaring seconded. Both voted in favor. The motion carried.

THE MOTION PASSED TO DISMISS UNTIL TUESDAY, DECEMBER 12, 2023

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

WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Tuesday, December 12, 2023
County of Bingham)

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

PRESENT: Chairman Manwaring
Commissioner Bair
Commissioner Jackson
Lindsey Dalley- Commission Clerk

PLANNING & DEVELOPMENT UPDATE

Present: Tiffany Olsen- Planning & Development Director



The Board met with Tiffany Olsen to discuss department updates, which included the upcoming Planning & Zoning Commission calendar, Building Division and other miscellaneous updates.

MEETING TO RECEIVE UPDATE FROM NATHAN MURRAY- IDAHO POWER REPRESENTATIVE

Present: Nathan Murray- Idaho Power
Tiffany Olsen- Planning & Development Director
Ryan Jolley- Prosecuting Attorney

The Board met with Nathan Murray to receive an update from Idaho Power.

THE MOTION PASSED TO DISMISS UNTIL WEDNESDAY, DECEMBER 13, 2023


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

WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Wednesday, December 13, 2023
County of Bingham)

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

PRESENT: Chairman Manwaring
Commissioner Bair
Commissioner Jackson
Lindsey Dalley- Commission Clerk

ALCOHOL CATERING PERMIT

The Board approved the Alcohol Beverage Catering Permit for License Holder: Aladdin Food and Beverage, to cater an employee Christmas party for Spudnik on 12-16-2023 at 584 West 100 North, Blackfoot.

COLLEGE OF EASTERN IDAHO

One Certificate of Residency was approved by the Board and sent to the College of Eastern Idaho for the following Bingham County Student: Lauren E. Waggoner.

Decision: Commissioner Bair moved to approve and sign Cash Warrants, Claims and Administrative Documents for December 13, 2023, along with the Alcohol Catering Permit for an event to be held on 12-16-2023. Commissioner Jackson seconded. All voted in favor. The motion carried.

NOVEMBER 2023 COMMISSION MINUTES

The Board met to approve and sign Commission Minutes for November 2023. Chairman Manwaring confirmed that there were no changes to be made and said minutes would be approved as written.

Decision: Commissioner Jackson moved to approve Commission Minutes for November 2023 as written. Commissioner Bair seconded. All voted in favor. The motion carried.

TAX INQUIRY DOCUMENTS

The Board met to approve and sign Tax Inquiry document submitted by Donovan Harrington, County Assessor, which were as follows:

RP7009502	Year 2023	Parcel is Indian Exempt
RP7009503	Year 2023	Parcel is Indian Exempt
RP2080742	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
RP1339500	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
RP2113502	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
MH344S36EA030A	Year	Mobile home moved to Power County in 2023 verified with Power County when they picked up the Mobile Home on 1-4-2023.
RP1299601	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
RP4012400	Year 2023	Per Commissioners cancel 2023 taxes due to an assessment value error
MH1257800A	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
RP3036400	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
RP1394100		
RP1394200		
RP1394300		
RP1394400		
RP1394401		
RP1394402		
RP1394600		Cancelling three months of value due to the previous owner being exempt and Lucky Duck Daycare did not take ownership until April 2023.
MH0156805	Year 2023	The owner of this home is deceased; the land was sold and the home was removed.

Decision: Commissioner Bair moved to approve and sign Tax Inquiry documents as read into the record. Commissioner Jackson 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)(a)&(b), to consider Personnel matters. Commissioner Jackson moved to go into Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider personnel matters. Commissioner Bair seconded. Both in favor. The Board moved into Executive Session at 8:30 a.m. Commissioner Bair moved to go out of Executive Session. Commissioner Jackson seconded. The Board moved out of Executive Session at 8:45 a.m.

Decision: No decision to be made on the record at this time.

Chairman Manwaring made a motion to appoint Commissioner Bair as acting Chairman for the next few meetings. Commissioner Jackson seconded. All voted in favor. The motion carried.

PUBLIC WORKS

Present: Dusty Whited- Public Works Director

The Board met with Dusty Whited to discuss department updates and other agenda items.

Mr. Whited explained the submitted Prior Approval for Major Purchase of crusher screens. Said purchase is in the amount of \$8,234.55 and is to be paid from Fund: 02-46-491-00.

Decision: Commissioner Jackson moved to approve the Prior Approval for Major Purchase of crusher screen in the amount of \$8,234.55 and is to be paid from Fund: 02-46-491-00. Commissioner Bair seconded. Both voted in favor. The motion carried.

Discussion was held in regards to the submitted Prior Approval for Major Purchase of Repairs on the crusher cone. Said purchase is in the amount of \$15,000.00 and is to be paid from Fund 02-46-491-01.

Decision: Commissioner Jackson moved to approve the Prior Approval for Major Purchase of repairs on the crusher cone. Said purchase is in the amount of \$15,000.00 and is to be paid from Fund 02-46-491-01. Commissioner Bair seconded. Both voted in favor. The motion carried.

Discussion was held in regards to the submitted Prior Approval for Major Purchase of parts to rebuild the cone. Said purchase is in the amount of \$33,706.40 and is to be paid from Fund: 02-46-491-01.

Decision: Commissioner Jackson moved to approve the Prior Approval for Major Purchase of parts to rebuild the cone. Said purchase is in the amount of \$33,706.40 and is to be paid from Fund: 02-46-491-01. Commissioner Bair seconded. Both voted in favor. The motion carried.

Discussion was held in regards to the internal request for speed limit reduction submitted by Dusty Whited. Said speed limit reduction is for 600 E, from 650 N to 700 N and Mr. Whited is requesting to decrease from 55 mph to 45 mph. Mr. Whited explained that the 85th percentile speed is 47.1 and therefore, he is proposing the reduction be approved as requested.

Mr. Whited explained that the bridge close by does not have posted speed limit. This specific bridge is one that is going to be replaced, which will need to be designed to ITD standards and can only use guardrail up to 45 mph. Anything above 45 mph has to have a three-rail guard rail system installed, as the project is completed with state funding therefore has to be build to state standards.

Decision: Commissioner Jackson moved to approve the speed limit reduction request for 600 E, from 650 N to 700 N, submitted by Mr. Whited, from 55 mph to 45 mph. Commissioner Bair seconded. Both voted in favor. The motion carried.

Lastly, discussion was held in regards to the fuel for the courthouse generator. Mr. Whited stated that the renewal of fuel in the generator as it sits for several years if not used. The Public Works Department has

the ability to pump out old fuel and insert new fuel, if the Board wishes for them to do so. The old fuel would be pumped into tanks that burn used motor oil, which is a method approved by the Department of Environmental Quality. Mr. Whited stated it may take 3-4 trips between the courthouse and the Public Works shop but could be done.

Commissioner Bair suggested that the fuel be changed out every five (5) years but put stabilizer into the fuel. Commissioner Jackson concurred. Jason Marlow will contact PRB and find out how often fuel should be changed out and how long it will last with stabilizer.

REVIEW & POTENTIAL DECISION REGARDING SAFETY AND SECURITY OF THE COURTHOUSE

Present: Sheri Landon- Courts Supervisor
Pamela Eckhardt- County Clerk
Dusty Whited- Public Works Director
Jason Marlow- Building Maintenance Supervisor
Ryan Jolley- Prosecuting Attorney

The Board met to review safety and security of the courthouse, along with possible changes to be made.

Sheri Landon explained that when the Court Clerks end up working late, it is dark within the employee parking lot and was wondering about placing additional lighting for safety. The second matter brought to her attention was possibly placing bollards outside the front of the courthouse, to protect the front of the building from any vehicle crashes or similar incidents.

Mr. Marlow stated that there are lights in the parking lot but that they are on a timer and just may not come on until approximately 6:00. In one location there was a bulb out that has since been replaced so that will help in the far corner of the parking lot. He stated that he would also look into the timer and be sure that the lights come on prior to it becoming dark outside. Commissioner Bair asked Ms. Landon to take a look at the lights and if they are not sufficient, the county could look into adding additional lights to the parking lot.

Discussion was held in regards to the bollards and different options there are to be placed in front of the courthouse. Mr. Marlow stated there are removable bollards that could be placed and removed if needed. Commissioner Bair stated that he would prefer more of a decorative block rather than the permanent bollards that may need to be removed in case large equipment needs to be brought in through the front doors.

Mr. Marlow will collect further quotes and options to bring before the Board for further discussion and decision.

HUMAN RESOURCES

Present: Laraine Pope- Human Resources Director

The Board met with Laraine Pope to discuss updates within the Human Resources Department, which included current recruitments, resignations, new hires and interviews.

DECISION REGARDING COMMITMENT OF OPIOID SETTLEMENT FUNDING FOR A CENTER FOR HOPE/PEER RECOVERY CENTER IN BINGHAM COUNTY

Present: Ryan Jolley- Prosecuting Attorney
Cody Lewis- Bingham County Treatment Court
Nancy Espeseth- Center for Hope
Aimee Austin- Seventh Judicial District Treatment Court Manager
Pamela Eckhardt- County Clerk
Devere Hunt- Best LLC
Heather Moore- Best LLC

Marc Carroll- City of Blackfoot Mayor

The Board met to make a decision regarding the commitment of Opioid Settlement Funding for a Center for Hope/Peer Recovery Center in Bingham County. Chairman Manwaring welcomed all to the meeting and introductions were held.

Chairman Manwaring stated that a previous meeting had been held but Commissioner Bair was not in attendance, which is the reason for this continued meeting. Chairman stated that is in favor of committing Opioid Settlement Funding to assist with start up cost for a Center for Hope in Bingham County. He believes this will be highly beneficial, especially since there are individuals from Bingham County that attend the Center for hope both in Pocatello and Idaho Falls.

Chairman Manwaring asked Ms. Espeseth an approximate amount of funding that may be requested from both the county and the city, as it will be necessary during budgeting time. Ms. Espeseth stated between \$15-20,000 for the year, which would be split with each entity paying 50% of the amount.

Mr. Hunt gave an explanation as to what funding would be sought to continue sustainability of the center and stated that most of the funding would come from an Idaho's Response to the Opioid Crisis (IROC) Grant, which would be in the approximate amount of \$100,000, along with several other grants and entities who would be donating time and funding to the project.

Commissioner Bair stated that although the City of Shelley and the City of Aberdeen did not opt in for Opioid Settlement Funding, he would still like them to be approached to see if they have the ability to assist in the cost.

After discussion, Chairman proposed that the county commit \$60,000 and the city commit the remaining \$23,186 and that he would like legal counsel to put together a Memorandum of Understanding that the county and the city are going to partner in committing these funds. Mayor Carroll stated that he would be in agreeance with that amount. Mr. Hunt confirmed that any check would need to be made out to the Center for Hope South.

Decision: Commissioner Bair moved to approve that county legal counsel work with city legal counsel to draft a Memorandum of Understanding in regards to commitment of funding. The lease for the building will be in the name of Center for Hope South, Bingham County will contribute \$60,000 and the City of Blackfoot will contribute \$23,186.50. Commissioner Jackson seconded. All voted in favor. The motion carried.

UPDATE WITH CONGRESSMAN SIMPSONS OFFICE

Present: Amy Sorensen- Congressman Simpsons Office

The Board met with Amy Sorensen to receive an update with Congressman Simpsons Office.

THE MOTION PASSED TO DISMISS UNTIL FRIDAY, DECEMBER 15, 2023

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

WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Friday, December 15, 2023
County of Bingham)

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

PRESENT: Chairman Manwaring
Commissioner Bair
Commissioner Jackson
Lindsey Dalley- Commission Clerk

CASH WARRANTS

Cash Warrants were approved in the amount of \$56,496.00.

CLAIMS

Claims were approved in the amount of \$307,929.97.

CELL PHONE STIPEND

One cell phone stipend in the amount of \$60.00 per month for 9 months and one cell phone stipend in the amount of \$60.00 per month for 10 months, for two Road and Bridge Leads.

PERSONNEL ACTION FORMS

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

New Employee Status Sheet: Building Official
Salary Increase Form: SRO Patrol Deputy
Detective
Patrol Sergeant
Patrol Deputy
Patrol Deputy
Detention Deputy
Patrol Deputy
Deputy Clerk/Election Assistant
Deputy Court Clerk
Equipment Operator to Road & Bridge Lead

Decision: Commissioner Bair moved to approve Cash Warrants, Claims, Administrative Forms and Personnel Action Forms for December 15, 2023. Commissioner Jackson seconded. All voted in favor. The motion carried.

PRIOR APPROVAL FOR MAJOR PURCHASE- IT DEPARTMENT

Present: Matt Galloway- IT Director

The Board met with Matt Galloway to discuss submitted Prior Approval for Major Purchase documentation.

Discussion was held in regards to the Prior Approval for Major Purchase of Secret Double Octopus Software Annual Renewal. Said purchase is in the amount of \$25,920.00 and is to be paid from Fund: 01-14-524-01 (IT Department- Software Renewals). Mr. Galloway stated this renewal is for the passwordless security for county computers.

Decision: Commissioner Jackson moved to approve the Prior Approval for Major Purchase of Secret Double Octopus Software Annual Renewal. Said purchase is in the amount of \$25,920.00 and is to be paid from Fund: 01-14-524-01 (IT Department- Software Renewals). Commissioner Bair seconded. All voted in favor. The motion carried.

Discussion was held in regards to the Prior Approval for Major Purchase of Mailstore Software Annual Renewal. Said purchase is in the amount of \$1,476.00 and is to be paid from Fund: 01-14-524-01 (IT Department-Software Renewals). Mr. Galloway stated this purchase is for the email archive.

Decision: Commissioner Bair moved to approve the Prior Approval for Major Purchase of Mailstore Software Annual Renewal. Said purchase is in the amount of \$1,476.00 and is to be paid from Fund: 01-14-524-01 (IT Department-Software Renewals). Commissioner Jackson seconded. All voted in favor. The motion carried.

Discussion was held in regards to Prior Approval for Major Purchase of Support for DataDomain, Avamar, etc. Said purchase is in the amount of \$36,680.39 and is to be paid from Fund: 01-14-492-01 (IT Department- Backup).

Decision: Commissioner Jackson moved to approve the Prior Approval for Major Purchase of Support for DataDomain, Avamar, etc. Said purchase is in the amount of \$36,680.39 and is to be paid from Fund: 01-14-492-01 (IT Department- Backup). 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)(a)&(b), to consider Personnel matters. Commissioner Jackson moved to go into Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider personnel matters. Commissioner Bair seconded. Both in favor. The Board moved into Executive Session at 8:30 a.m. Commissioner Jackson moved to go out of Executive Session. Commissioner Bair seconded. The Board moved out of Executive Session at 9:10 a.m.

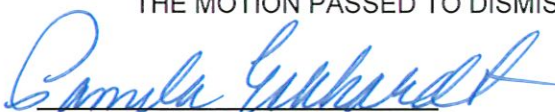
Decision: Commissioner Bair moved to allow the Human Resources Director to make an offer for the System Support Specialist at an N22, Step 2 with the latitude to go up to an N22, Step 3. Also, to combine the two Director positions, which are exempt, and offer \$84,000.00 with latitude to go to \$86,000.00. Commissioner Jackson seconded. All voted in favor. The motion carried.

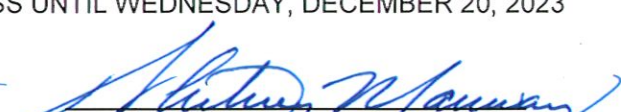
EXECUTIVE SESSION

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 records that are exempt from public disclosure. Commissioner Jackson seconded. Both in favor. The Board moved into Executive Session at 9:15 a.m. Commissioner Bair moved to go out of Executive Session. Commissioner Jackson seconded. The Board moved out of Executive Session at 9:27a.m.

Decision: Commissioner Jackson moved to approve the Indigent Cremation for Case Number 2023-13, a cremation in the amount of \$2,000.00 at Cornelison/Henderson Funeral Home. Chairman Manwaring seconded. Both voted in favor. The motion carried.

THE MOTION PASSED TO DISMISS UNTIL WEDNESDAY, DECEMBER 20, 2023


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


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Wednesday, December 20, 2023
County of Bingham)

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

PRESENT: Chairman Manwaring
 Commissioner Bair
 Commissioner Jackson
 Lindsey Dalley- Commission Clerk

COLLEGE OF SOUTHERN IDAHO

One Certificate of Residency was approved by the Board and sent to the College of Southern Idaho for the following Bingham County student: Josie C. Williams.

COLLEGE OF EASTERN IDAHO

One Certificate of Residency was approved by the Board and sent to the College of Eastern Idaho for the following Bingham County student: Katanna A. Nakamura Shortman.

Decision: Commissioner Jackson moved to approve Cash Warrants, Claims and Administrative Documents for December 20, 2023. Commissioner Bair seconded. All voted in favor. The motion carried.

DISCUSSION & DECISION REGARDING RECLASSIFICATION OF THE CIRCUIT BREAKER POSITION WITHIN THE ASSESSORS OFFICE- REQUESTED BY DONAVAN HARRINGTON- COUNTY ASSESSOR

Present: Donavan Harrington- County Assessor
 Laraine Pope- Human Resources Director

The Board met to hold discussion and make a decision regarding the request for reclassification of the Circuit Breaker position within the Assessors Office.

Mr. Harrington stated that he had submitted a Request for Reclassification to the HR Department, wherein he originally had requested to reclassify from an N5 (Step 1- \$13.49) to an N10 (Step 1-\$15.58).

Ms. Pope submitted a memorandum pertaining to her review of the reclassification, along with a recommendation. Ms. Pope stated that she had reviewed pay rates for Circuit Breaker in Bonneville County, Bannock County and a selection of Bingham County job descriptions of similar grades were examined, wherein she had found that the Circuit Breaker position in Bannock County has a hiring range of \$17.87 to \$20.55 per hour.

The Human Resource Department has reviewed the current job description for Circuit Breaker and the new one submitted on December 7, 2023 and noted that no responsibilities have been added. The reclassification requested is for Grade N10, starting at level \$15.58 per hour and it has been requested for the purpose of raising the hourly rate so that it compares with other job descriptions in the Assessors Office and attracts new employees. This is reasonable since the level of responsibility is similar to that of the Motor Vehicle employees and the Circuit Breaker employees are not usually under direct supervision. The grade for Motor Vehicle employees is N11, Starting at \$16.03 per hour.

Therefore, the recommendation of HR would be to reclassify the subject position to an N11, starting level \$16.03 per hour. This will be in keeping with the level of responsibility of other similar positions within the department, Bingham County and compare favorably with our neighboring counties.

The Board had no major issues in regards to the reclassification.

Decision: Commissioner Bair moved to approve the reclassification of the Part-Time Circuit Breaker Position for the Assessors Office from an N5 to an N11, Step 1 (\$16.03). Commissioner Jackson seconded. All voted in favor. The motion carried.

PRIOR APPROVAL FOR MAJOR PURCHASE- BUILDING MAINTENANCE

Present: Jason Marlow- Building Maintenance Supervisor

The Board met with Jason Marlow to discuss the submitted Prior Approval for Major Purchase of new cabinets, countertop and pantry storage for the dispatch center. Dispatch has a kitchen currently that doesn't have an oven and the request was made to add an electric oven with useable countertop and pantry cupboards. Mr. Marlow stated this would help them prepare meals while adhering to dispatch standards because dispatch operators must stay close to their call center and work long hours. Said purchase is in the amount of \$3,028.00 and is to be paid from Fund: 01-10-494-00 (Building & Grounds-Repairs/Maintenance-Building & Fixtures).

Decision: Commissioner Jackson moved to approve the Prior Approval for Major Purchase for cabinets, countertop and pantry storage for the dispatch center. Said purchase is in the amount of \$3,028.00 and is to be paid from Fund: 01-10-494-00 (Building & Grounds- Repairs/Maintenance-Building & Fixtures). Commissioner Bair seconded. All voted in favor. The motion carried.

SHERIFF'S OFFICE

Present: Jeff Gardner- Sheriff

The Board met with Sheriff Gardner to discuss updates within the Sheriff's Office, which included jail population, updates regarding Bancorp leasing and an update regarding the jail expansion and courthouse remodel project.

EXECUTIVE SESSION

The Board met to hold an Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider Personnel matters. Commissioner Bair moved to go into Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider personnel matters. Commissioner Jackson seconded. Both in favor. The Board moved into Executive Session at 9:08 a.m. Commissioner Jackson moved to go out of Executive Session. Commissioner Bair seconded. The Board moved out of Executive Session at 9:28 a.m.

Decision: Commissioner Bair moved to approve to move Adam Ibarra to the Senior Operator position and according to the score sheet, move one of the other employees from Operator to Senior Operator. Commissioner Jackson seconded. All voted in favor. The motion carried.

PUBLIC WORKS

Present: Dusty Whited-Public Works Director

The Board met with Dusty Whited to discuss updates within the Public Works Department and other agenda items.

Mr. Whited explained the submitted Prior Approval of Major Purchase of Culverts. Said purchase is in the amount of \$8,811.10 and is to be paid out of Fund: 02-40-645-00 (Road & Bridge-Culverts).

Decision: Commissioner Jackson moved to approve the Prior Approval for Major Purchase of Culverts. Said purchase is in the amount of \$8,811.10 and is to be paid out of Fund: 02-40-645-00 (Road & Bridge-Culverts). Commissioner Bair seconded. All voted in favor. The motion carried.

Next, discussion was held in regards to the internal speed limit increase request for 690 West, the road to the Road & Bridge Shop and Transfer Station. Mr. Whites stated that the request is to increase from 15 mph to 25 mph, wherein Mr. Whited stated he is not sure as to why the speed limit is posted as 15 mph ad there are no roads within Bingham County that are posted at 15 mph.

The Board had no major concerns in regards to the request

Decision: Commissioner Bair moved to approve the speed limit increase request for 690 West from 15 mph to 25 mph. Commissioner Jackson seconded. All voted in favor. The motion carried.

APPROVAL & SIGNING OF MOU RELATING TO TREATMENT COURT COORDINATION FOR THE SEVENTH JUDICIAL DISTRICT

Present: Ryan Jolley- Prosecuting Attorney
Pamela Eckhardt- County Clerk
Cody Lewis- Treatment Court

The Board met to approve and sign the Memorandum of Understanding relating to the Treatment Court Coordinator position and the Idaho Supreme Court.

Mr. Jolley explained that this proposed Memorandum of Understanding was provided for the Treatment Court Coordinator position. This is to clarify supervision of the Treatment Court Coordinator position, payment and what would occur in the event there may be loss of funding in the state level. If there is a loss of funding on the state side, the state is not obligated to give the county funding and it would be at the discretion of the county if they were going to continue funding the position.

Clerk Eckhardt stated another change that was made was to Section 5, regarding supervision, wherein the direct supervision and annual performance of the subject position would be under the County Clerk and the Judicial Treatment Manager, as well as input from the other individuals that work with the position on a daily basis. Commissioner Jackson stated he would agree with this proposal and that the annual performance review should be done by individuals who work with the Treatment Court Coordinator on a daily basis.

The Board had no major concerns in regards to the proposed Memorandum of Understanding.

Decision: Commissioner Bair moved to approve and sign the Memorandum of Understanding relating to Treatment Court Coordination with the Seventh Judicial District and Idaho Supreme Court. Commissioner Jackson seconded. All voted in favor. The motion carried.

Commission Clerk gave the original document to Ryan Jolley, Prosecuting Attorney, to submit for final signature from the Seventh Judicial District.

REVIEW & SIGN DEBTBOOK LEASE MANAGEMENT PROGRAM AGREEMENT FOR THE CLERKS OFFICE

Present: Pamela Eckhardt- County Clerk
Ryan Jolley- Prosecuting Attorney

The Board met with Clerk Eckhardt to discuss and make a decision regarding the Debtbook Lease Management Program Agreement for the Clerks Office.

Clerk Eckhardt explained this Agreement is for renewal of the program. This program has been extremely successful for the county and has 75 leases that are currently tracked. This is a 3-Year Agreement that will automatically renew each year and was included during Fiscal Year 2024 Budget planning.

The Board had no major concerns in regards to the request.

Decision: Commissioner Bair moved to approve the Prior Approval for Major Purchase and Agreement for Renewal of Debtbook Leasing Management Program. Said purchase is in the amount of \$15,000.00 and is to be paid from Fund 01-01-539-00 (Clerk/Auditor-Imagining-Contracts-Maintenance). Commissioner Jackson seconded. All voted in favor. The motion carried.

REVIEW LEASE OPTION WITH THE STATE OF IDAHO & PHYSICAL UPDATES NEEDED FOR THE COUNTY ANNEX BUILDING LOCATED AT 490 N MAPLE STREET

Present: Pamela Eckhardt- County Clerk
Ryan Jolley- Prosecuting Attorney
Jason Marlow- Building Maintenance Supervisor

The Board met with Clerk Eckhardt in regards to review the lease option with the State of Idaho and any physical updates needed for the County Annex Building located at 490 N Maple Street.

Clerk Eckhardt explained that the current lease with Idaho Division of Vocational Rehabilitation is currently due to expire on April 30, 2024. Clerk Eckhardt has spoken with Vocational Rehabilitation and they would be in favor of moving forward with a one-year lease. Her assignment was to check on the lease amounts, which she did speak with Gary Shewey who looked at the numbers and thought that it was a fair commercial price still. There was discussion held in regards to replacing carpet and paint but when Clerk Eckhardt spoke with the Manager with Vocational Rehabilitation, she did not think that it is needed but that it could go another year with the carpet currently in place. Chairman Manwaring stated in looking at the carpet in the office this morning, the offices look good but the hallway looks rough and he wondered if a rug could be placed due to the wearing of the carpet. Mr. Marlow stated that he would look into the options that could be placed.

Clerk Eckhardt stated that she provided the Board with a copy of the original five-year lease, along with the amendments that have been made when the second office was added to the lease. It has been a 2.5% increase that was made each year but last year it was a little more due to the extra office being added.

Clerk Eckhardt referred to Idaho Code Section 67-2326, which states, *"It is the purpose of this act to permit the state and public agencies to make the most efficient use of their powers by enabling them to cooperate to their mutual advantage and thereby provide services and facilities and perform functions in a manner that will best accord with geographic, economic, population and other factors influencing the needs and development of the respective entities"*. Therefore, Clerk Eckhardt stated that she would like direction from the Board as to if they wanted to continue with the 2.5% increase or higher. The Board was in agreeance of continuing with the 2.5% increase and was in favor of informing Vocational Rehabilitation that the county would proceed with the one-year lease.

Decision: Commissioner Bair approved to give Clerk Eckhardt the ability to work with the state on the one-year lease with Vocational Rehab. Commissioner Jackson seconded. All voted in favor. The motion carried.

APPROVAL & SIGNING OF PUBLIC DEFENSE COMMISSION EXPENDITURE REPORT

Present: Pamela Eckhardt- County Clerk
Ryan Jolley- Prosecuting Attorney

The Board met with Clerk Eckhardt to review and sign the 2023 Public Defense Commission Expenditure Report.

Clerk Eckhardt presented said 2023 Public Defense Commission Expenditure Report.

Decision: Commissioner Jackson moved to approve and sign the 2023 Public Defense Commission Expenditure Report as presented by Clerk Eckhardt. Commissioner Bair seconded. All voted in favor. The motion carried.

DISCUSSION & POSSIBLE APPROVAL FOR CLEAR GOV BUDGETING SOLUTION PROGRAM

Present: Pamela Eckhardt- County Clerk
Laura Lora- Payroll/Deputy Clerk

The Board met with Clerk Eckhardt to discuss and make a decision regarding the approval for Clear Gov Budgeting Solution Program.

Clerk Eckhardt explained that ClearGov would benefit the Clerks Office in many ways including Operational Budgeting, Personnel Budgeting, Capital Budgeting and Transparency, which is further explained as follows:

Capital Budgeting

- Eliminate manual spreadsheet work with web-based request forms and scenario planning tools
- Collaborate with contributors directly in the budget- the audit trail is automatic
- Turn capital request data into detailed pages instantly with auto-generated graphs

Personnel Budgeting

- Easily manage salaries, benefits, vacancies and inform union negotiations
- Plan future scenarios and analyze how each impacts your budget at multiple levels
- Streamline position requests from department heads

Operational Budgeting

- Build your budget with ease as requests flow in from departments automatically for approval
- Create AI-driven forecasts for long-term planning or use as a baseline for your budget
- Collaborate with contributors as you edit the line items- the audit trail is automatic

Transparency

- This turnkey, website-based solution is pre-populated with state-available data using dynamic infographics
- Customize your profile with charts, department dashboards, project pages and more
- Add narrative to the numbers that help stakeholders understand your finances and performance

The Board asked several questions but had no major concerns in regards to the request.

Clerk Eckhardt confirmed that this too was placed within the FY 2024 Budget planning and therefore, the funding is available.

Decision: Commissioner Jackson moved to approve the Prior Approval for Major Purchase of Clear Gov Budgeting Solution Program. Said purchase is in the amount of \$24,618.75 and is to be paid from Fund: 01-01-539-00(Clerk/Auditor-Imaging/Contract/Maintenance). Commissioner Bair seconded. All voted in favor. The motion carried.

PUBLIC INPUT MEETING FOR THE PROPOSED NAME OF PETES PEAK FOR AN UNOFFICIALLY NAMED SUMMIT WITHIN BINGHAM COUNTY

Present: Ryan Jolley- Prosecuting Attorney


The Board met to hold a Public Input Meeting for the proposed name of Petes Peak for an unofficially named summit within Bingham County. Said proposal was sent to the Board by the U.S. Board on Geographic Names for input.

Chairman Manwaring stated this proposal was submitted to the Board previously but they thought it was important to hold a public input meeting to see if any public had concerns or feedback in regards to the same.

Commission Clerk, Lindsey Dalley, confirmed that this notice has been published, placed on both the county Facebook and website, with no feedback received.

Therefore, there were no concerns from the Board and they are in favor of the proposed name of Petes Peak.

THE MOTION PASSED TO DISMISS UNTIL FRIDAY, DECEMBER 22, 2023


PAMELA W. ECKHARDT, CLERK
Lindsey Dalley- Commission Clerk


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Friday, December 22, 2023
County of Bingham)

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

PRESENT: Chairman Manwaring
 Commissioner Bair
 Commissioner Jackson
 Lindsey Dalley- Commission Clerk

EXECUTIVE SESSION

The Board met to hold an Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider Personnel matters. Commissioner Bair moved to go into Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider personnel matters. Commissioner Jackson seconded. Both in favor. The Board moved into Executive Session at 8:05 a.m. Commissioner Bair moved to go out of Executive Session. Commissioner Jackson seconded. The Board moved out of Executive Session at 8:18 a.m.

Decision: Commissioner Jackson moved to move forward with interviewing for the IT Department, for both the IT Director/Administrative Patrol Lieutenant and Assistant Administrator. Commissioner Bair seconded. All voted in favor. The motion carried.

CLAIMS

Claims were approved in the amount of \$411,669.55.

NORTH IDAHO COLLEGE

One Certificate of Residency was approved by the Board and sent to North Idaho College for the following Bingham County student: Taryn M. Leavitt.

COLLEGE OF EASTERN IDAHO

One Certificate of Residency was approved by the Board and sent to the College of Eastern Idaho for the following Bingham County student: Alisha Ellis.

PERSONNEL ACTION FORMS

The Board met to approve Personnel Action Forms, which were as follows:

New Employee Status Sheet: Truck Driver- Road & Bridge

Employee Status Sheet: Drug Testing Technician
Emergency Communication Officer
Park Manager

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

TAX INQUIRY DOCUMENTS

The Board met to approve and sign Tax Inquiry Documents submitted by the County Assessor, which were as follows:

- RP0088200 2023 House/land 1-acre only- shed value not included
- RP2102400 2023 Homeowners signed up for Homeowners Exemption for 2023
- RP0236200 2023 Homeowners signed up for Homeowners Exemption for 2023
- RP5000103 2023 Homeowners signed up for Homeowners Exemption for 2023
- RP1213000 2023 Homeowners signed up for Homeowners Exemption for 2023
- MH0231101 2023 Homeowners signed up for Homeowners Exemption for 2023
- MH352S32IW0450 2023 Mobile Home was double assessed
- RP1058000 2023 Homeowners signed up for Homeowners Exemption for 2023
- RP0321902 2023 Homeowners signed up for Homeowners Exemption for 2023
- RP0520000 2023 Homeowners signed up for Homeowners Exemption for 2023

Decision: Commissioner Bair moved to approve and sign the submitted Tax Inquiry Documents. Commissioner Jackson seconded. All voted in favor. The motion carried.

PRIOR APPROVAL FOR MAJOR PURCHASE- BUILDING MAINTENANCE

Present: Jason Marlow- Building Maintenance Supervisor

The Board met with Jason Marlow to discuss the submitted Prior Approval for Major Purchase of rain gutters for the County Annex Building. Said purchase is in the amount of \$2,067.00 and is to be paid from Fund: 01-10-494-00 (Building & Grounds-Repairs/Maintenance-Building & Fixtures).

Mr. Marlow stated that the roofline of the County Annex Building located at 490 N Maple, drips onto the sidewalks making black ice very common. Controlling the water draining from the roof with rain gutters would create a safer walkway.

Decision: Commissioner Bair moved to approve the Prior Approval for Major Purchase of rain gutters for the County Annex Building. Said purchase is in the amount of \$2,067.00 and is to be paid from Fund: 01-10-494-00 (Building & Grounds-Repairs/Maintenance-Building & Fixtures). Commissioner Jackson seconded. All voted in favor. The motion carried.

1) DISCUSSION & POTENTIAL DECISION REGARDING THE REQUEST FOR THE COUNTY CORONERS OFFICE TO PROCURE THE BINGHAM COUNTY RENTAL PROPERTY LOCATED AT 503 N OAK, FOR THE PURPOSE OF USE FOR THE CORONERS OFFICE

2) DISCUSSION & DECISION TO ALLOW THE CORONERS OFFICE TO PARTICIPATE IN THE IDAHO STATE UNIVERSITY CAREER PATH INTERNSHIP PROGRAM

Present: Jimmy Roberts- County Coroner
Laraine Pope- Human Resources Director
Jeff Gardner- Sheriff
Jordyn Nebeker- Chief Deputy Sheriff
Ryan Jolley- Prosecuting Attorney

Jason Marlow- Building Maintenance Supervisor
Tiffany Olsen- Planning & Development Director
Sherrilynn Bair- County Resident

The Board met with Jimmy Roberts to discuss the two items in the Commission Agenda. Chairman Manwaring welcomed all to the meeting and introductions were held.

Mr. Roberts explained the need for additional office space for the Coroners Office Staff, wherein he requested use of the county owned rental house located at 503 N Oak Street, Blackfoot. This request would include a substantial amount of remodeling in order to fit utilities and equipment to serve the purpose of the Coroners Office. The current office being used does not have the sufficient space to have more than one individual within the office at a time, nor is there proper space for storage of equipment, files or laundry facilities if any of the deputies are exposed to decomposition materials or anything of that matter.

Chairman Manwaring stated that he is not in favor of allowing the Coroners Office to use the rental house but stated that there is vacant office space in the County Annex Building that could be utilized as office space for the Coroner Office. With the close proximity of potentially having the Eastern Idaho Pathology Center in Bannock County, that could help with some cost pertaining to taking decedents to an autopsy. Chairman Manwaring stated in referring to going out on calls and the deputies may be exposed to decomposition or similar matters, but asked Mr. Roberts if the Deputy Coroners use protective wear, to which Mr. Roberts confirmed. Mr. Roberts further explained that although they may be wearing protective wear, there is the exposure regardless of what is worn for protection. Mr. Roberts stated currently, the deputies are using the locker rooms downstairs in the basement, which leaves the clothing that needs to be decontaminated. Mr. Roberts stated that he does not like the fact of those clothing items being taken home to be exposed to family but if there is another way to handle that issue, it would be helpful.

Chairman Manwaring asked Sheriff Gardner if there was ever a washing machine in the sally port outside of the jail, to which Sheriff stated there was not but he believes there is a drain where one could be installed. Chairman Manwaring stated that he would like some research to be done to see if that is possible.

Chairman Manwaring stated that he would like to ask for input from the other two Commissioners in regards to parking of the mobile morgue trailer as well.

Commissioner Bair stated that he spoke with Perry Hawker who stated that he would be more than happy in an event where there were multiple deaths that the trailer could be in the garage at his facility in order to be secured. In regards to the rental house being used by the Coroners Office, he is not to the point where it is needed but he does agree that there is office space needed but nothing more than that.

Mr. Roberts stated that he spoke with Mr. Hawker and in order to hold the mobile morgue trailer, a 60-amp dedicated breaker would need to be installed, wherein Mr. Hawker stated that he was going to speak with an electrician in regards to that matter. Mr. Roberts stated that he also spoke with Dusty Whited, Public Works Director, and it was impractical to do hold the trailer in the secured area of the Road and Bridge Shop, as a drop would need to be brought in from the street to the asphalted area in order to have a 60-amp dedicated breaker installed. Chairman Manwaring stated that it had been suggested previously to clean up the compound area outside of the Sheriff's Office and place the trailer within that space in order to have a secure place for storage.

Ms. Olsen suggested that there may be plumbing in the basement of the suggested office space that will possibly be used by the Coroners Office, which could be a spot for a washer and dryer. Commissioner Jackson confirmed that there in fact is plumbing on both sides of the basement that could be utilized. Chairman Manwaring stated that this suggestion could be further looked into.

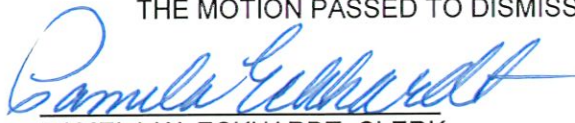
Decision: Commissioner Jackson moved to approve to allow the Coroners Office to use the vacant office space within the County Annex Building for their office space. Commissioner Bair seconded. All voted in favor. The motion carried.

A brief discussion was held in regards for the submitted request to allow the Coroners Office to participate in the Idaho State University Career Path Internship Program. Mr. Roberts stated that this individual could assist with archiving hard files, reviewing policies that should or should not be in the Coroners Office and possibly assisting with some investigation of death scenes.

Ryan Jolley stated that he has reviewed the proposed Agreement to allow the Coroners Office to participate in the Idaho State University Career Path Internship Program and had no issues but there needs to be additional research done. Specifically, with ICRMP and what the intern will be allowed to participate in.

No decision was made in regards to the Idaho State University Career Path Internship Program, as there is additional research and planning to be done.

THE MOTION PASSED TO DISMISS UNTIL FRIDAY, DECEMBER 29, 2023


PAMELA W. ECKHARDT, CLERK
Lindsey Dalley- Commission Clerk


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Friday, December 29, 2023
County of Bingham)

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

PRESENT: Chairman Manwaring
 Commissioner Bair
 Commissioner Jackson
 Lindsey Dalley- Commission Clerk

CASH WARRANTS

Cash Warrants were approved in the amount of \$3,383.92 and \$13,009.82, for a total of \$16,393.74.

CLAIMS

Claims were approved in the amount of \$362,924.04.

PAYROLL

Payroll was approved in the amount of \$823,769.30.

APPROVAL & SIGNING OF THE ANNUAL ROAD & STREET FINANCIAL REPORT FOR FISCAL YEAR 2023

Present: Pamela Eckhardt- County Clerk
 Dusty Whited- Public Works Director
 Holli Whited- Meeting attendee

The Board met to approve and sign the Annual Road & Street Financial Report for Fiscal Year 2023.

Decision: Commissioner Bair moved to approve and sign the Annual Road and Street Financial Report for Fiscal Year 2023 as presented. Commissioner Jackson seconded. All voted in favor. The motion carried.

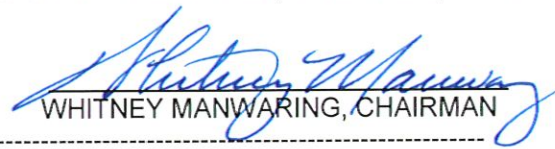
CLAIMS FOR THE PREVIOUS MONTH WERE APPROVED AS FOLLOWS:

Current Expenses	\$375,055.86	Weeds.....	\$15,102.12
Road & Bridge	\$231,284.38	Emergency Communication.....	\$21,946.34
Justice Fund	\$456,040.35	Road & Bridge Special Project..	\$10,938.02
District Court.....	\$112,168.85	Waterways.....	\$928.42
Preventative Health.....	\$900.00	Opioid Abatement Account.....	\$984.00
Historical Society & Museum..	\$11,300.00	Payment in Lieu of Taxes.....	\$3,381.00
Parks & Recreation.....	\$8,081.52	Treatment Court Fund.....	\$4,169.11
Revaluation.....	\$39,813.41	Consolidated Elections.....	\$19,049.77
Solid Waste	\$222,605.31		
Tort.....	\$1,500.00		
Veterans Memorial.....	\$409.43		

THE MOTION PASSED TO DISMISS UNTIL WEDNESDAY, JANUARY 3, 2023



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



WHITNEY MANWARING, CHAIRMAN