

STATE OF IDAHO)
 : ss. Wednesday, January 3, 2024
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 \$192.78.

COLLEGE OF EASTERN IDAHO

The Board approved one Certificate of Residency document, which will be sent to the College of Eastern Idaho for the following Bingham County student: Joshua J. Lewallen.

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

APPOINTMENT OF BOARD OF COMMUNITY GUARDIANS MEMBER

The Board met to appoint Telaine Jenkins to the Board of Community Guardians for a term of four years, effective January 3, 2024 through January 3, 2028, per the recommendation from other members of the Board of Community Guardians.

The Board had no concerns in regards to the proposal.

Decision: Commissioner Jackson moved to appoint Telaine Jenkins to the Board of Community Guardians for a term of four years, effective January 3, 2024 through January 3, 2028. Commissioner Bair seconded. All voted in favor. The motion carried.

TAX INQUIRY DOCUMENTATION

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

RP0359914 Year 2023 Homeowners signed up for Homeowners Exemption for 2023
MH3053600 Year 2023 The mobile home value is on RP Parcel. No Solid Waste for this parcel

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

SHERIFF'S OFFICE

Present: Jeff Gardner- Sheriff
Jordyn Nebeker- Chief Deputy Sheriff

The Board met with Sheriff Gardner to discuss updates within the Sheriff's Office, which included jail population numbers, brief overview of two pursuits that have occurred and the Bingham County Jail Expansion/Courthouse remodel project.

PUBLIC WORKS

Present: Dusty Whited- Public Works Director
Ryan Jolley- Prosecuting Attorney
Chris Street- HLE
Gwen Inskeep- County Surveyor
Kim Jensen- Peoples Canal
Keith Salisbury- Riverside
Brad Adams- Riverside
Spencer Larsen- Bingham County Irrigation LLC
Jeff Arbon- Peoples First Lateral
Doug Tam- Lavaside
Travis & Nicole Tyler
Brenda Baker- Peoples First Lateral
Phil Baldree- Peoples First Lateral
Kent Werth- Peoples
Steve Anderson- Peoples
Robin Anderson- Peoples
Linda Hamilton- Smith-Maxwell
Griff Colson- Corbett Slough/Blackfoot
Chet Nichols
Randy Gneiting- Riverside
Kent Oram- Peoples
Lance Gardner- Lavaside Ditch
Von Cornelison- Lavaside Ditch
Linda Cornelison- Lavaside Ditch
Tyler Kraft- Peoples
Claudon Lilya-
Rod Lilya- Peoples First Lateral

The Board met with Dusty Whited to discuss updates within the Public Works Department and other agenda items. Chairman Manwaring welcomed all to the meeting and stated there was an accident on the corner of 400 West and 300 North, wherein Mr. Whited was advised of an issue with the culvert and contacted the Mr. Lilya to look at the issue.

Mr. Jolley stated in reviewing Idaho Code Section 40-2321, Bridges and Culverts, it states that once a culvert has been initially installed and accepted by the county, it becomes county property. The code section states that it should be maintained the same as bridges are within the county, therefore falls on the county for all cost, maintenance, repair or replacement. Previously the county had operated under a 50/50 split per previous legal counsel, the county will now be following Idaho Code Section 40-2321 and baring full responsibility for replacement of culverts.

Rod Lilya asked in moving forward, if the cement on both sides of the culvert would be included, to which Mr. Jolley stated it would depend on what is accepted when the culvert was installed by the county and if that includes the right-of-way. If it is outside of the county right-of-way, the cement would not be included.

Mr. Whited stated that Public Works has not kept record as to whether or not the culvert was officially accepted by the county or not but moving forward there will be records kept upon acceptance if a part of a subdivision. Several instances such as the culvert mentioned, is not part of a subdivision and crosses a road that was put in about 60-70 years ago with no records found. Mr. Whited stated it sounds as though it was a state road back then is what Mr. Lilya advised and was put in by the state sometime in the 1920s.

Mr. Lilya stated the structure is right on the corner of 400 W. 300 N., and it was mentioned to maybe most the cement structure to give a larger area on the corner. There is cement on both sides of the road. Mr. Whited stated in looking at the area without measuring, the concrete structures are likely in the county right-

of-way but again would need to measure to be certain. If measured and confirmed, the county would be reliable for repair or replacement costs for the culvert if and when it needs to be replaced.

Chairman Manwaring stated for clarification that the culvert would need to meet county standards and once accepted by the county it is the county's responsible for anything within the right-of-way including maintenance, repair or replacement.

There were no further questions, concerns or statements regarding this matter.

Next, discussion was held in regards to the Agreement for Professional Services with Keller Associates for Fiscal Year 2024 on-call engineering and surveying services. Mr. Whited stated this is an agreement signed yearly in case the county is in need of services.

Decision: Commissioner Jackson moved to approve and sign the Agreement for Professional Services with Keller Associates for Fiscal Year 2024 on-call engineering and surveying services. Commissioner Bair seconded. All voted in favor. The motion carried.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE SECTION 74-206(1)(F) TO COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY-LIKELY LITIGATION & SECTION 74-206(1)(A)&(B), TO CONSIDER PERSONNEL MATTERS

The Board met to hold an Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider personnel matters and §74-206(1)(f), to communicate with legal counsel regarding pending/imminently-likely litigation. Commissioner Bair moved to go into Executive Session pursuant to Idaho Code §74-206(1)(a)&(b), to consider personnel matters and §74-206(1)(f), to communicate with legal counsel regarding pending/imminently-likely litigation. Commissioner Jackson seconded. Both in favor. The Board moved into Executive Session at 10:04 a.m. Commissioner Jackson moved to go out of Executive Session. Commissioner Bair seconded. The Board moved out of Executive Session at 10:39 a.m.

Decision: 1st item: Commissioner Bair moved to give Ryan Jolley, Prosecuting Attorney, the authority to prepare the proper lien documentation to surplus and sell the subject property located at 450 W. Highway 39, at auction and advise Jared Harris of the same. Commissioner Jackson seconded. All voted in favor. The motion carried.

2nd item: Ryan Jolley gave an update in regards to a claim against the county, wherein an offer had been proposed to the Claimants attorney but had not received a response at this time.

3rd item: Commissioner Jackson moved to allow Ryan Jolley, Prosecuting Attorney, to move forward with the Independent Contract for Tyler Dodge, to work part time in the Prosecutors Office at \$95.00 per hour. Commissioner Bair seconded. All voted in favor. The motion carried.

4th item: An update was provided by Sheriff Gardner in regards to an employee and there was no information to be placed on the record at this time.

REQUEST FOR RELEASE OF 5/6 OF THE BOND FOR RIVER RUN SUBDIVISION, DIVISION 2- REQUESTED BY LISA PHELPS

Present: Tiffany Olsen- Planning & Development Director

The Board met to discuss the request for release of 5/6 of the bond for River Run Subdivision, Division 2.

Ms. Olsen explained that she had received a request that 5/6 of the money bonded for Division 2 of River Run Subdivision (minus the irrigation) be released as all improvements have been completed. However, the ditch running through lot 4 and lot 5 has not been tested as there was no water in the canals at the time this ditch was constructed. Therefore, Mr. and Mrs. Phelps are requesting the 5/6 release of everything,

except the irrigation, so that Depatco could be paid for construction of the county road as it has been completed and accepted by the county. The amount being requested is \$295,311.92. The Board had no concerns in regards to said request and Chairman Manwaring signed the Partial Release of Satisfaction documentation at this time.

Decision: Commissioner Jackson moved to approve and sign the Partial Release of Satisfaction of Development Agreement as presented. Commissioner Bair seconded. All voted in favor. The motion carried.

MEETING WITH MAGGIE MANN- SOUTHEAST IDAHO PUBLIC HEALTH DISTRICT, TO RECEIVE UPDATE

Present: Maggie Mann- Southeast Idaho Public Health District
Ryan Jolley- Prosecuting Attorney

The Board met with Maggie Mann to received an update from the Southeast Idaho Public Health District, specifically regarding the opioid/fentanyl crisis and Town Hall presentations being held around Southeast Idaho and other health statistics.

DISCUSSION & POTENTIAL DECISION REGARDING DEEDING ROYAL STREET BACK TO THE CITY OF BLACKFOOT- REQUESTED BY GWEN INSKEEP- COUNTY SURVEYOR

Present: Gwen Inskeep- County Surveyor
Dusty Whited- Public Works Director
Troy Lenhart- Road & Bridge Supervisor
Ryan Jolley- Prosecuting Attorney
Garrett Sandow- City of Blackfoot Attorney
Scott Murphy- City of Blackfoot Road Department
Julie Conan- City of Blackfoot Planning & Zoning

The Board met to discuss and make a potential decision regarding deeding Royal Street back to the City of Blackfoot. Chairman Manwaring welcomed all to the meeting and stated last fall the county placed a fence around the property owned by the county. Ms. Inskeep surveyed the property to be sure it was placed properly and in doing so, there was a piece of property that was found to still belong to the City of Blackfoot.

Ms. Inskeep stated when pulling deeds to do the record of survey, it was transferred to the county with the property to the north and south east. Therefore, the county currently owns Royal Street east of Airport Road.

Mayor Carroll stated in doing research he had found that back in 1991 there was a city prisoner that incurred medical bills in the amount of \$15,000.00. The City of Blackfoot paid the county \$5,000.00 and transferred the property on the corner of Royal Street and Airport Road to the county, wherein the county agreed to take that in exchange for the \$10,000.00 owed on medical bills but somehow in doing so, the subject piece of road was missed.

The City of Blackfoot maintains the roadway currently and therefore has no issues with the deeding of Royal Street to them.

Ms. Inskeep stated pursuant to Idaho Code Section 31-808(9), which states in addition to any other powers granted by law, the Board of County Commissioners may at their discretion, grant to or exchange with the federal government, the state of Idaho, any political subdivision or taxing district of the State of Idaho or any local historical society which is incorporated as an Idaho nonprofit corporation which operates primarily in the county or maintains a museum in the county, with or without compensation, any real or personal property or any interest in such property owned by the county or acquired by tax deed, after adoption of a resolution by the Board of County Commissioners that the grant or exchange of property is in the public interest.

The Board had no issues in regards to the proposal.

Decision: Commissioner Bair moved to deed Royal Street back to the city of Blackfoot, which is .66 acres (RP1321903). The Commission Clerk will prepare the proper Resolution and Gwen Inskeep, County Surveyor will draft the Deed for signature. Commissioner Jackson seconded. All voted in favor. The motion carried.

DISCUSSION & POTENTIAL DECISION REGARDING THE NEED FOR A ROAD VACATION ON 1600 W. (LITTLE BUTTE ROAD)- REQUESTED BY GWEN INSKEEP- COUNTY SURVEYOR

Present: Gwen Inskeep- County Surveyor
Dusty Whited- Public Works Director
Troy Lenhart- Road & Bridge Supervisor
Ryan Jolley -Prosecuting Attorney

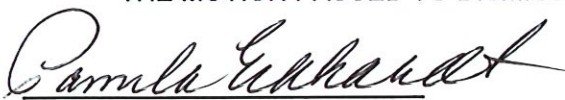
The Board met to discuss and make a potential decision regarding the need for a road vacation on 1600 W. (Little Butte Road).

Ms. Inskeep stated that 1600 West was one mile to the gate off the highway through BLM Property and stops at private property. The subject road was taken off the state map in 2019 and at the time, David Romrell stated that it was a BLM Road. This road is in the middle of where the wind farm is going to go, which is what brought this issue up. If this is a county road, then there would need to be a road use agreement and the county would be responsible for maintenance of that road including plowing.

Therefore, Ms. Inskeep stated that she is before the board today in order to receive feedback in regards to holding a Road Vacation Hearing. Mr. Jolley stated under Idaho Code, the county cannot vacate if it would put the property owners in a situation where they could not access property. It would need to be verified with the adjacent property owners what access they do have prior to holding a Public Hearing for Road Vacation.

Decision: No decision to be made on the record at this time as there is additional research to be completed prior to holding a Public Hearing for Road Vacation. Dusty Whited and Gwen Inskeep will get in contact with BLM in regards to easement information.

THE MOTION PASSED TO DISMISS UNTIL FRIDAY, JANUARY 5, 2024



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



WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Friday, January 5, 2024
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 \$300.00.

CLAIMS

Claims were approved in the amount of \$411,682.51.

COLLEGE OF EASTERN IDAHO

Three Certificate of Residency documents were approved by the Board and sent to the College of Eastern Idaho for the following Bingham County students: Norma A. Freeman, Vanae Turner and Gage T. Vasquez.

PERSONNEL ACTION FORMS

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

Salary Increase Form:	Maintenance Supervisor System Support Specialist Mechanic
Employee Status Sheet:	Equipment Operator in Training to Equipment Operator Equipment Operator in Training to Equipment Operator

Decision: Commissioner Bair moved to approve Cash Warrants, Claims, Personnel Action Forms and Administrative Documents for January 5, 2024. Commissioner Jackson seconded. All voted in favor. The motion carried.

APPROVAL OF COMMISSIONER MINUTES FOR DECEMBER 2023

The Board met to approve Commission Minutes for December 2023 as written.

Chairman Manwaring confirmed that the written minutes had been reviewed with no changes to be made.

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

REVIEW AND SIGN LEASE AGREEMENT FOR COUNTY LAND LOCATED EAST OF GOSHEN SUBSTATION

Present: Tiffany Olsen- Planning & Development Director
Gwen Inskeep- County Surveyor
Scott Reese- Parks & Recreation/Emergency Management & Chairman of the REDI Board
Krysta Aten-Schell- GeoBitmine
Chase Clark- Bingham County Building Official
Teresa McKnight- CEO of REDI
Jay Jorgensen- CEO of GeoBitmine

Via Zoom: Alex Holmes- Investor
Alexander Kappes- Investor
Aaron- Symbolik
Tommy Jorgensen- GBM
San Naidoo- Investor
Guilherme Gomes- Investor

The Board met to review & Sign the Lease Agreement for county land located east of the Goshen Substation.

Ms. Olsen stated that she has been in communications with GeoBitmine for about two years ago and is now ready to present a proposed Lease Agreement to the Board. Ms. Olsen reviewed the terms and conditions within the lease for the record, which has been reviewed and approved by both Legal Counsel and the GeoBitmine team.

Chairman Manwaring stated that he would like to add verbiage to section 11, to state if there is any damaged to the lease property, the Lessee would be held liable and to clean up any hazardous waste, spills or damage. Ms. Olsen stated that she would be happy to add that verbiage into section 11, to state that Bingham County is not liable for any fire, hazardous waste, or natural damages caused to any structure or property. Commissioner Bair and Commissioner Jackson concurred.

At this time, Mr. Jorgensen gave a brief overview of the project and each investor attending viz Zoom introduced themselves and gave a brief explanation as to their involvement in the project.

Krysta Aten-Schell gave a brief review of construction time, site plan and designs.

Decision: Commissioner Bair moved to approve and sign the Lease Agreement between Bingham County and GeoBitmine, with the plan for Tiffany Olsen to add in minor verbiage to Section 11, specifically regarding cleanup of hazardous waste, spills or damage on county property. Commissioner Jackson seconded. All voted in favor. The motion carried.

THE MOTION PASSED TO DISMISS UNTIL MONDAY, JANUARY 8, 2024



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



WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Monday, January 8, 2024
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

STAFF MEETING

Present: Pamela Eckhardt- County Clerk
 Laura Lora- Payroll/Indigent Services
 Debbie Cunningham- Chief Deputy Assessor
 Dusty Whited- Public Works Director
 Jimmy Roberts- County Coroner
 Scott Reese- Emergency Services/Parks & Recreation
 Sheri Landon- Courts
 Diana Reese- Courts
 Laraine Pope- Human Resources
 Jason Marlow- Building Maintenance
 Tiffany Olsen- Planning & Development Director
 Chase Clark- Building Official
 Jake Martin- Building Inspector

Dorothy Winje- Permit Technician
Ashley Taylor- Planner
Shawn Hill- Probation Department
Cody Lewis- Treatment Court
Ryan Jolley- Prosecuting Attorney
Tanna Beal- County Treasurer
Julie Buck- Extension Office
Jeff Garner- Sheriff
Danette Miller- Elections Office

Excused: Donavan Harrington- County Assessor
Matt Galloway- IT Department
Marc Carroll- City of Blackfoot Mayor
Grahm Anderson- City of Blackfoot Treasurer
Gordon Croft- Blackfoot Chief of Police

The Commissioners met with department heads and Elected Officials for the January 2024 Staff Meeting. Chairman Manwaring conducted the Staff Meeting.

Pledge of Allegiance: Chairman Manwaring conducted.

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

Special Presentation: Chairman Manwaring had Commission Clerk, Lindsey Dalley, play a youtube video for those in attendance in regards to the meaning of the Pledge of Allegiance. Upon conclusion of the video Chairman Manwaring stated that he attended the Chamber Banquet last Friday night where the Pledge of Allegiance was done and two (2) basketball games over the weekend, wherein the National Anthem was done. Chairman Manwaring stated that during both instances he thought, how often do individuals take to reflect the freedoms they have and because of all of the craziness around the world, it is important to remember how we have the freedoms that we do. Chairman Manwaring stated while attending a trip in Arizona recently he met a gentleman who served in the Military for 20 years and had the privilege of playing a round of golf with him. Chairman Manwaring stated at that moment he realized that he himself could do a better job at thanking those who have served our country.

Safety Concerns: None.

Employee Years of Service Recognition: Sheriff Gardner recognized Kris Talbot for fifteen (15) years of service to Bingham County and twenty (20) years with Law Enforcement. Kris is intelligent, a hard worker and has recently rewrote the jail policy with no changes to be made by legal counsel and ICRMP. Kris is a dedicated employee and has been working out of class as Lieutenant and has taken on a larger work load the last five (5) months.

Sheriff Gardner recognized Bri Daniels for five (5) years of service to Bingham County as a dispatcher. Bri has welcomed a new baby not too long ago and while it is hard having a new baby and a spouse that works shift work, she is extremely dedicated and is an asset to Bingham County.

Sheri Landon recognized Diana Reese for five (5) years of service to Bingham County. Sheri gave the background of Diana's position, which was created specifically to assist with increasing financials. Diana came into the position and has worked incredibly hard to increase the collected fines. She does an amazing job and the funds being collected have increased immensely because of Diana's hard work.

Diana stated that she truly enjoys her job and is thankful to be here working for the county.

Commissioner Bair: Had no updates at this time.

Commissioner Jackson: Stated that it has been one year to the date since he was sworn in as County Commissioner. It has been a wild ride this first year but as he has gone through this year he has been asked what has been the biggest surprise to him, which he stated would have to be the professionalism, the ability for all department heads working together and how each department head runs their department. It has been a big eye opener and he has seen it all since becoming Commissioner. Again, he would like to thank everyone for their patience and support.

Clerk Eckhardt: Stated that she spent last week at the Elections Conference in Boise with all other state officials and in talking about the unpredictability that could be in the upcoming election but reinforcing that it is not unpredictable as the County knows how to secure and run the Election. It was a great reinforcing of that and also to the freedoms of our ability to vote and have our voices heard.

Clerk Eckhardt stated the outside auditors from WIPFLI will be here this week and may be coming to visit each department.

Debbie Cunningham: Had no updates at this time.

Dusty Whited: Stated that it has been snowing the last two days, roads are slick and reminded everyone to drive safely.

Laura Lora: Stated that she has the updated payroll calendars available. This specific payroll calendar does not pertain to law enforcement.

Jimmy Roberts: Stated that he would like to wish everyone a Happy New Year. Jimmy stated that each attended should have received a copy of the Coroners 2023 Annual Report and gave a brief review of the same. Jimmy stated there were around ten (10) suicides in 2023 and some were extremely young, which were ages 15 and 16. Mental Health is an issue in our community and identifying those who may be at risk and having the ability to offer them help or a listening ear is important.

Scott Reese: Had no updates at this time.

Sheri Landon: Stated there are both a Jury Trial and Court Trial scheduled for this week and there may be higher traffic within the courthouse.

Jason Marlow: Had no updates at this time.

Tiffany Olsen: Stated that the Planning & Development Division is fully staffed now, with a department of eight (8). She took the time to introduce the newest four employees within her office, which were Chase Clark- Building Official, Jake Martin- Building Inspector, Dorothy Winje- Permit Technician and Ashley Taylor- Planner.

Chase Clark: Stated that he previously worked for Bannock County for six (6) years but grew up in Blackfoot. He is happy to be a part of the Bingham County Team.

Jake Martin: Stated that he would like to thank the Commissioners for holding the Pledge of Allegiance. He was impressed with the opening of the meeting this morning as he comes from a place where the government is actively trying to take down the flag and there is no respect for law enforcement.

Dorothy Winje: Stated that she is happy to be working as a part of the Bingham County Team. One thing that she has noticed is the dedication of all employees not only to the community, and the public but to each other. She would like to thank everyone for welcoming her with open arms.

Ashley Taylor: Stated that she is happy to be working for the county and enjoys working with everyone.

Laraine Pope: Had no updates at this time.

Shawn Hill: No updates at this time.

Cody Lewis: Stated there was an average of 30 plus individuals that graduated from Treatment Court in 2023. He would like to thank all of those involved for their contribution and assistance to the program.

Ryan Jolley: Stated there were two (2) jury trials held last month, one ended with a guilty conviction of Felony Attempted Strangulation and the other was a Misdemeanor Reckless Driving that concluded as a hung jury. There are ten (10) jury trials scheduled for the end of this month with Judge Simpson and Ryan has a Jury Trial on a Lewd Conduct next week. The Prosecutors Office is still understaffed and extremely busy.

Jordyn Nebeker: Stated that the Sheriff's Office is close to being fully staffed. The main topic that he would like to address is the recovery of Jayden Jensen, wherein he would like to give a heartfelt thank you to Search and Rescue, the community and all of those who provided meals, drinks and equipment during the duration of the search/recovery process.

Jeff Gardner: Stated that winter is here and reminded everyone to give themselves extra time to get where they are heading and be sure vehicle windshield and hood are fully cleaned to give clear vision.

Sheriff added that the Search and Rescue Fundraiser Dinner and Auction is scheduled for January 20, 2023. Any support for that event would be greatly appreciated.

Tanna Beal: Stated that she would like to thank Dusty Whited, Jason Marlow and Law Enforcement for keeping everyone safe, especially during the winter months.

Julie Buck: Stated there is a 4-H Youth Archery Club Meeting starting on Fridays and a free Fitness Class starting this month, which will be held on Tuesday and Thursday.

Chairman Manwaring introduced the new IT Specialist, Melissa Jensen, whose first day is today. She is from Shelley and has previously worked for the City of Rexburg.

Melissa Jensen: Stated that she is happy to be here and is excited to start this new adventure working for Bingham County.

Danette Miller: Stated that she attended Election Conference last week, which was a great experience and kickoff of the new year. There was so much networking and positivity that came from the conference. She would like to thank the Commissioners and Clerk for giving the opportunity for her to attend the conference.

Scott Reese thanked Tiffany Olsen for her hard work with the Economic Development Project Lease that was approved last Friday.

Tiffany Olsen gave an update on two development projects coming to Bingham County.

Chairman Manwaring stated next Staff Meeting is scheduled for Monday, February 5, 2024 at 8:30 a.m.

Nothing further.

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 9:32 a.m. Commissioner Bair moved to go out of Executive Session. Chairman Manwaring seconded. The Board moved out of Executive Session at 10:10 a.m.

Decision: Commissioner Jackson moved to approve that four (4) Equipment Operators work as Operators in Training for a probation period of one (1) year. After said probation period, there will be an Equipment Operator chosen. Commissioner Bair seconded. All voted in favor. The motion carried.

BUILDING MAINTENANCE

Present: Jason Marlow- Building Maintenance Supervisor
Pamela Eckhardt- County Clerk
Sheri Landon- Courts Supervisor
Gina Perschon- Chief Deputy Clerk/Auditor
Laura Lora- Payroll
Danette Miller- Election Supervisor
Jordyn Nebeker- Chief Deputy Sheriff
Jeff Gardner- Sheriff
Doug Irwin- Seventh Judicial IT Specialist

The Board met with Jason Marlow to discuss updates and other agenda items including the request for District Court Clerks to utilize the breakroom for office space during the District Court remodel.

Sheri Landon stated that she had recently found out from Jason Marlow that the remodel project will begin soon. She is before the Board today to request approval to allow the District Court Clerks to utilize the breakroom for office space during the District Court remodel. All IT equipment would need to be moved to the breakroom, which will need to be discussed with Matt Galloway and possibly needed to be done over the weekend. As that room is also utilized by Emergency Services if needed in the event of an emergency, she was unsure how that would affect that department. Sheriff Gardner stated that if needed, Emergency Management could utilize the Sheriff's Office area/conference room if needed.

There were several other instances discussed, which resulted in the following consensus:

- 1) Deposition scheduled for January 18th could be held in the Commissioners Office/House located at 491 N Oak.
- 2) The District Court Clerks would be moved into the breakroom.
- 3) Indigent/Veteran Services would move into the Attorney/Client Office and could possibly use the Prosecutor's Office Conference Room
- 4) Election Equipment would be stored in Jury Room #2
- 5) Mediation currently scheduled could be held in a courtroom if available. If there is not a courtroom available, it could be held in Human Resources.

Nothing further.

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 10:47 a.m. Commissioner Bair moved to go out of Executive Session. Chairman Manwaring seconded. The Board moved out of Executive Session at 11:36 a.m.

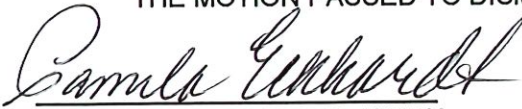
Decision: Commissioner Bair moved to instruct Human Resources to complete the appropriate documents to hire the Deputy Coroner as discussed in Executive Session. Commissioner Jackson seconded. All voted in favor. The motion carried.

HUMAN RESOURCES

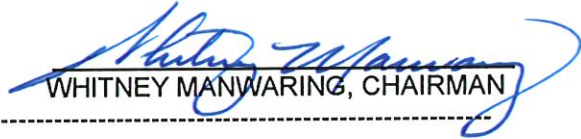
Present: Laraine Pope- Human Resources

The Board met with Laraine Pope to discuss updates within Human Resources, which included current recruitments, resignations and recently closed positions.

THE MOTION PASSED TO DISMISS UNTIL TUESDAY, JANUARY 9, 2024



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


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Tuesday, January 9, 2024
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

Present: Tiffany Olsen- Planning & Development Director
Ryan Jolley- Prosecuting Attorney

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

Ms. Olsen presented proposed verbiage for Private Road Development Standards and stated that she would like to hold a future meeting with the Fire District Marshal for both the City of Blackfoot and the City of Shelley to further discuss and make a decision to use the standards.

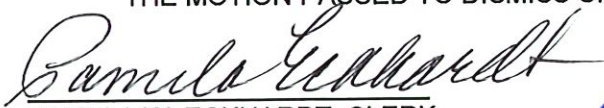
Next, discussion was held in regards to proposed changes made by Ms. Olsen to the Land Use Chart located in Bingham County Code 10-5-3.

TREASURERS OFFICE

Present: Tanna Beal- County Treasurer
Matt Galloway- IT Director/Administrative Lieutenant

The Board met with Tanna Beal to discuss updates within the Treasurers Office, which included an upcoming project with Computer Arts and archiving information stored for the Treasurers Office.

THE MOTION PASSED TO DISMISS UNTIL WEDNESDAY, JANUARY 10, 2024



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


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Wednesday, January 10, 2024
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

Two (2) Cash Warrants were approved in the amount of \$1,810.00 and \$1,333.92, for a total of \$3,143.92.

COLLEGE OF EASTERN IDAHO

The Board approved four (4) Certificate of Residency documents, which were sent to the College of Eastern Idaho for the following Bingham County student's: Jared J. Blight, Jacob J. Blight, Hallie M. Diaz and Crystal Alexander.

Decision: Commissioner Bair moved to approve Cash Warrants, Claims and Administrative Documents for January 10, 2024. Commissioner Jackson seconded. All voted in favor. The motion carried.

TAX INQUIRY DOCUMENTS

The Board approved Tax Inquiry Documents submitted by the County Assessor, which were as follows:

MH4010701	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
RP4010701	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
RP2093200	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
RP1257402	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
RP1224000	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
RP4019800	Year 2023	Homeowners signed up for Homeowners Exemption for 2023
MH0110406	Year 2023	Error- Double Assessed

Decision: Commissioner Jackson moved to approve the Tax Inquiry Documentation as submitted by the County Assessor. Commissioner Bair seconded. All voted in favor. The motion carried.

PRIOR APPROVAL FOR MAJOR PURCHASE- ROAD & BRIDGE

The Board met to discuss and make a decision regarding the submitted Prior Approval for Major Purchase of six (6) Grader Tires from Jack's Tire and Oil, specifically for Grader #0622. Said purchase is in the amount of \$11,917.62 and is to be paid from Fund: 02-47-473-01 (Road & Bridge-Tires).

Decision: Commissioner Bair moved to approve the Prior Approval for Major Purchase of six (6) Grader Tires from Jack's Tire and Oil, specifically for Grader #0622. Said purchase is in the amount of \$11,917.62 and is to be paid from Fund: 02-47-473-01 (Road & Bridge-Tires). Commissioner Jackson seconded. All voted in favor. The motion carried.

SHERIFF'S OFFICE

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

The Board met with Sheriff Gardner to discuss updates within the Sheriff's Office, which included jail population and the jail expansion project.

PERSONNEL BOARD MEETING & PRESENTATION OF PROPOSED EMPLOYEE HANDBOOK CHANGES

Present: Tiffany Olsen- Planning & Development Director
Ryan Jolley- Prosecuting Attorney
Desiree Figg- Prosecuting Attorneys Office
Lori Jorgensen- Prosecuting Attorneys Office
Shelley Harris- Prosecuting Attorneys Office
Jodi Allen- Prosecuting Attorneys Office
Laraine Pope- Human Resources Director
Pamela Eckhardt- County Clerk
Jeff Gardner- Sheriff
Jordyn Nebeker- Chief Deputy Sheriff
Tanna Beal- Treasurer
Donavan Harrington- Assessor
Ollie Wimbish- Chief Deputy Prosecuting Attorney
Jared Anderson- Deputy Prosecuting Attorney
Andrew Hart- Deputy Prosecuting Attorney
Jimmy Roberts- Coroner

The Board met to discuss and make a potential decision regarding proposals made by the Personnel Board to change specific sections within the Employee Handbook. The Personnel Board consists of: Pamela Eckhardt, Ryan Jolley, Tanna Beal, Jimmy Roberts, Donavan Harrington and Jeff Gardner.

The proposed changes were presented as follows:

- 1) 16.1 Compensation System and 16.1.1 Performance Base Pay Section
 - a. Proposal to eliminate color banded groups in pay scale.
 - b. Replace with change that would allow up to two grade promotion for any grade.
 - c. Better Definition of "exceptional performance" and equal standards for performance evaluations.
 - d. This would also offer opportunity to incentivize retention when employees reach step 13 max.

Chairman Manwaring stated in the past there was frustration with the evaluation process and it was decided to not hold evaluations any longer. He believes that evaluations are important to be kept in an employees file, which will state why the employee deserves a raise or things that need to be worked on and if they are not to receive a pay increase at that specific time.

Commissioner Bair stated that he too believes it is important to state the reasons why there is a request for a pay increase.

Chairman Manwaring asked if there was any negative feedback received from any members of the Personnel Board, to which Clerk Eckhardt stated there was not.

- 2) 16.17 Employee Language Proficiency Policy

- a. Policy was approved to acknowledge employees who have the ability to assist with needs for Spanish speaking with the public for basic customer service and questions. Was not meant for any legal type questions or situations.
- b. Only have two employees who have taken the opportunity to pass the language test.
- c. Request opportunity to have the county pay for three Spanish speaking employees to take the OPIc test to get a better understanding of the test and grading.
- d. Additional discussion about signing a contract with Language Line for county department use. Currently the courts have access paid for by the Supreme Court and 911 pays for a contract at \$96.00 per month. The contract we can access is \$.98 per minutes and would be very helpful to offices such as Prosecutors Office and Planning & Development that could have more complicated conversation needs.

Clerk Eckhardt stated that the specific request is that the county pay for the three (3) chosen employees to take the OPIc test in order to get a better understanding of the test. Ryan Jolley added that the request is to have the three (3) employees complete the test to see if the certification is a good tool to measure. If it is, it will be used. In the future if there are additional individuals that would like to assist with translation, those individuals will need to test as well. If the test is not a good tool to be used, there will be research done to see if there is another system to be used.

Discussion was held in regards to the Language Line, wherein the Prosecutors Office has access if involved with a court hearing or a trial. If not for one of those options, they have no access to the Language Line. It would be beneficial as they come in contact with individuals who speak different languages and need assistance with communication. Dispatch and the Courts have contracts with the Language Line but since there are only two people who are currently certified, it is a big ask to pull them from their offices to assist in translating.

If approved, the cost will be put into each departments budget during budget time.

- 3) Paid Parental Leave
 - a. Discussion on the Personnel Board recommendation to add 6 weeks of paid parental leave for birth or adoption of a child.
 - b. Would add another component to the county benefits package in attracting employee candidates.
 - c. State of Idaho employees currently receive 8 weeks paid parental leave.

Ryan Jolley stated within Title 7, if the parental leave is allowed for mothers, the same amount should be offered for the father as well. Therefore, the proposal is to add a 6-week paid parental leave as there is currently none included within the Employee Policy.

- 4) 16.5 Exempt Employees
 - a. The county currently has 20 exempt positions.
 - b. Discussion on the Personnel Boards recommendation to return the exempt positions to the pay scale grade and step. Supervisors will still be expected to follow 16.1.1 requirements for step increases granted for acceptable performance.
 - c. Discussion on Personnel Board recommendation to eliminate documenting leave taken and eliminate earning of PTO for exempt employees. Eliminates confusing time accounting rules as highlighted in 16.5.

Commissioner Bair stated that he has a concern in regards to eliminating PTO for exempt employees and would like to take some additional time to think through the request, along with discussing this with the exempt employees that he supervises.

Sheriff Gardner stated that eliminating PTO would reduce liability and having to payout PTO time if an employee resigns or retires.

There were no decisions made in regards to the explained proposals at this time. The Board asked for additional time to think through each request and a separate meeting will be scheduled in two (2) weeks for final decision.

DISCUSSION REGARDING THE EASTERN IDAHO PATHOLOGY CENTER

Present: Jeff Hough- Bannock County Commissioner
Braeden Clayson- Bannock County Chief of Staff
Pamela Eckhardt- County Clerk
Ryan Jolley- Prosecuting Attorney
Scott Reese- Parks & Recreation/Emergency Management
Via Zoom: Dotti Owens- Dotti Owens Consulting, LLC

The Board met to hold further discussion regarding the Eastern Idaho Pathology Center.

Discussion was held in regards to the projected yearly cost to be paid by Bingham County, the projected timeline, the Board that will oversee the center and various questions in regards to how the daily functions of the Pathology Center.

THE MOTION PASSED TO DISMISS UNTIL FRIDAY, JANUARY 12, 2024


PAMELA W. ECKHARDT, CLERK
Lindsey Dalley- Commission Clerk


WHITNEY MANWARING, CHAIRMAN

STATE OF IDAHO)
 : ss. Friday, January 12, 2024
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

CASH WARRANTS

One (1) Cash Warrant was approved in the amount of \$235.95.

CLAIMS

Claims were approved in the amount of \$434,865.77.

PERSONNEL ACTION FORMS

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

Salary Increase Form: Sheriff's Admin Assistant
Appraiser
Jail Secretary
Patrol Deputy
GIS Administrator Manager
Deputy Clerk/Elections Director

Detective
Sr. Auditor
Detention Corporal
Deputy Court Clerk
Motor Vehicle Specialist
Truck Driver to Equipment Operator in Training
Truck Driver to Equipment Operator in Training
Deputy Court Clerk
Deputy Court Clerk

New Employee Status Sheet: Building Inspector
Systems Support Specialist

Decision: Commissioner Jackson moved to approve and sign Cash Warrants, Claims, Administrative Documents and Personnel Action Forms for January 12, 2024. Chairman Manwaring seconded. Both voted in favor. The motion carried.

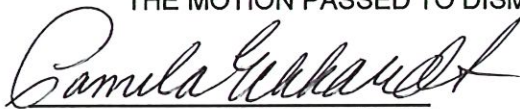
MEETING WITH THE BINGHAM COUNTY REPUBLICAN CENTRAL EXECUTIVE COMMITTEE

Present: Ginette Manwaring- Republican Central Executive Committee
Corenna Cannon- Republican Executive Committee
Jeff Gardner- Republican Central Executive Committee
Danette Miller- Elections Director
Matt Thompson- Republican Central Executive Committee

The Board met with the Bingham County Republican Central Executive Committee to discuss the process for the upcoming caucus on March 2, 2024 and the option of the Commissioners placing an advisory question on the ballot for the May 2024 Election.

Another meeting will be set in order for the Board to make a decision on placing an advisory question on the ballot for the May 2024 Election.

THE MOTION PASSED TO DISMISS UNTIL WEDNESDAY, JANUARY 17, 2024



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



WHITNEY MANWARING, CHAIRMAN