

## FREMONT COUNTY COMMISSIONERS MEETING MINUTES

January 4, 2010

Present for the meeting were Commissioners Paul Romrell, Skip Hurt, and Lee Miller.

Also attended by: Clerk Abbie Mace, Emergency Management Coordinator Keith Richey, IT Administrator Lisa Turner, Extension Agent Lance Ellis, Weed Supervisor Bryce Fowler, 4-H Coordinator Dana Miller, Assessor Kathy Thompson, Planning & Building Administrator Kurt Hibbert, HR Director Cindy Skoy, 5-County Detention Administrator Nicky Chavez, Park & Recreation Director Tamra Cikaitoga, Sewer Supervisor Dan Lostutter, Prosecuting Attorney Joette Lookabaugh, Sheriff Len Humphries, Public Works Director Marla Vik, GIS Administrator Bonnie Moore, Juvenile Probation Administrator Darrin Burrell

Commissioner Romrell opened the meeting and welcomed those in attendance.

Commissioner Miller opened with prayer.

5-County Detention Administrator Nicky Chavez led the pledge.

Commissioner Romrell asked department heads to update us on what is happening in each office and what their goals are for the new year. He thanked everyone for the work they do.

**4-H Coordinator Dana Miller** updated us on the 4-H programs in the schools she is doing. She is concerned with the fees (\$5.00) that the state is putting on the program. She is worried about it being too costly for some of the kids to participate. There are about 225 kids that participate in the program. Her other goal is to get more adults to volunteer to help with 4-H.

**Weed Supervisor Bryce Fowler** updated the board on the inventory. There are only a couple of departments that need to report. He has applied for 3 grants for the weed program for this year so far and will be applying for more as they become available. He will start going to meetings in Boise this month. We have applied for \$80,000 in grants for our county alone, \$120,000 for the Upper Snake group.

**Extension Agent Lance Ellis** updated on the master gardener program January – April. It is a lot of community service that will be done. Potato school will be this month. Grain School will be in February in Ashton. Goals thin pack program, a farm business program and quick books also and to continue to coordinate with ITECH on classes available

**Emergency Management Coordinator Keith Richey** updated on the \$320,000 grant that we applied for on road culverts. Regional study of what hazardous materials are going through the county. Just finished two fuel reductions projects. Updated on the H1N1 Flu immunizations. Emergency Operations Plan will be updated this year. Goal to get more community involvement with safety issues.

**IT Administrator Lisa Turner** updated on the new phone system. And a new key card system for the doors.

Commissioner Romrell would like to see some kind of gas detectors in the courthouse and phase three of the security of the building.

**Five County Detention Administrator Nicky Chavez** updated on 5-County. We have had budget issues and reduction in force problems last year. Goals are to maintain the budget. We have had a large increase of inmates in the program. We want to continue to be a premier program that we have maintained. We are currently refinancing the facility. Board meeting on Wednesday. We have hired two full time employees and 4 part time employees and a large number of reserves. We will be training 4 to 6 employees at post.

**Human Resource Director Cindy Skoy** updated the board on the blood test should have results in the next couple of weeks. We need to do a risk assessment again this month. We will be sending it out this month. We will start new wellness campaigns for the year in February. She was elected to be chairman for business council. She also serves on SHRM board. She has also been representing the county with the Developmental Workshop it has been rewarding to her. We will have a safety meeting for department heads and elected officials this year.

**Park & Recreation Director Tamra Cikaitoga** reported it snowed and she is happy! Up to 10 inches in some places. We have grooming. We are running on three groomers and waiting for a new groomer to get in.

**Island Park Sewer Supervisor Dan Lostutter** made 1.8 million gallons of water into snow this last month at Last Chance. They are going to add another pump to help with problems at Last Chance. Have a meeting tomorrow on the proposed ordinance. He was awarded the Collection Operator of the Year. Rick Burt update was evaluated by workers comp and want him to have 12 more weeks of therapy. Goal to get the ground from forest service to expand the Macks Inn spray field, and to continue to service the customers of the sewer system. He is also going to try to get the lines all videoed.

**Planning & Building Administrator Kurt Hibbert** updated the board on the land swap of the lands in Chester. Goals are to work on Development Code. Have got the zoning done. Will be working on subdivision ordinances and be to hearing by the end of the month.

**GIS Administrator Bonnie Moore** gave the commissioner a copy of the proposed addressing committee to start working on this project. They will start the first meeting on January 12, 2010. For the last two years they have been working together with 9 area counties. They have applied for a grant to set up a regional resource center for \$25,000. There are only 4 in the state. This will help the counties work together to best serve our area for GIS concerns. She stated it will help 911 and work as a bridge between local and state relationships. They have created a map book. They have given it to Bob Foster Ambulance Coordinator to review. They will bring on to the board after that review. She asked if we could host a map service on the GIS Server. IT Administrator Lisa Turner is concerned that we have contracts with the users that would be using this information. Commissioners directed Ms. Moore to work with IT department for this coordination. She is still working on the complete count committee for the Census. Goals she would like to educational workshops for the county departments. And to serve the county the best they can.

**Assessor Kathy Thompson** appreciates the help she gets from the other departments. She has a lot of goals for her office: to have better public service, better on answering phone calls in her office. They are just starting the property reduction circuit breaker applications. They are working on the new Computer Arts program issues. Motor vehicle is shorthanded because of health issues. This is a busy time of year for her office.

**Public Works Director Marla Vik** stated that 2009 was a great year for Road & Bridge. We got to do a lot of work we don't normally get to do, built 2 buildings. Big construction projects to do Fish Creek Road. Bridge replacement program caught up. Identify gravel sources in Island Park and Ashton area. The fleet management program is getting up and the data is getting put in. She needs to put more information on the county website with information from her departments. She is applying for a grant for the septic tanks in the county. She is working on the transportation plan with the state on access points on Hwy 20. The Landfill wants to push more recycling. Have the bins in Ashton this month. She is hoping to increase the recycling revenues.

**Sheriff Len Humphries** reported that the holiday weekend was fairly quiet. There are 13 inmates in custody. There were 636 booking for 2009. Goals to get employees all post certified. He is working on an upgrade to the dispatch console this year.

**Prosecuting Attorney Joette Lookabaugh** received a complaint from an individual from Ashton about a neighbor's cat peeing on their snow. She wants to promote mediation that should not be brought to the police and prosecutors office. Mediation can be very successful with stopping repeat offenses. She wants to put together a good website for her office. She would like to accurately reflect what is happening in her office. She is happy with the Seventh Judicial Districts library on land use. She brought in a copy of what her phone logs are like in her office. She also logs all people who come into the office.

**Clerk Abbie Mace** updated the board on the retirement of two longtime employees in her office. Goals are to get the land records digitized this year and to run the election for this year properly. And to also keep the great customer service we provide in our office going. She thanked the other elected officials and department heads for the cooperation they give her office.

**Commissioner Lee Miller** has been trying to learn a lot of this past year. He had no idea of the expanse of the county government. His goal this year is to establish a greater unity between the county employees and the public. He appreciates the work that county employees do for the people of the county. We have a tremendous emergency program in the county, Sheriff, Fire, EMS. Thanked everyone for teaching him his responsibilities. Concerned with finances of the county, that we can recognize what is needed and what is wanted and serve everyone.

**Commissioner Skip Hurt** he appreciates all that the employees do. We don't state this enough. He stated that he hears good things about several of the offices he hears in the counties. We meet quarterly with the cities. He learned a lot about how the federal government. He traveled back there and set down with Risch and Crapo. He has established those contacts. He doesn't know if we have saved snowmobiling at Mount Jefferson yet. The decision will be made later. Looks forward to working with everyone this coming year and increase our customer service.

**Commissioner Paul Romrell** appreciated the break over the holidays. He expressed his appreciation to the other two commissioners. He can't act without them. Each of them brings different talents to the table. He is excited about the projects that have taken place over the past year. He feels that we have avoided a lot of the recession issues of the nation. He would like to work on salary this year, but will need to be cautious. He does not like to have the executive sessions we have, but we have to deal with personnel issues within the law.

**Juvenile Probation Officer Darin Burrell** reported that they are busy, have a lot of child protection issues.

**Human Resource Director Cindy Skoy RE: Personnel Policy**

HR Director Cindy Skoy met with the commissioner to review the Personnel Policy. Discussion with other elected officials and department heads on the changes need to the proposed policy were reviewed.

**Social Services Director Debbie Adams RE: Executive Session IC67-2345(d)**

Commissioner Romrell made a motion to go into executive session pursuant to IC 67-2345 (d) to consider records that are exempt from disclosure as provided in chapter 3, title 9, Idaho code at 1:00 p.m. Commissioner Hurt seconded the motion. A roll call vote was taken with Commissioner Romrell voting "Aye", Commissioner Hurt voting "Aye", and Commissioner Miller voting "Aye". Commissioner Romrell declared the meeting at 1:15 p.m.

Commissioners signed four releases of liens.

Commissioner Miller made a motion to approve case #G2010-39, approve case #G2010-40, deny case #M2010-04 and deny case #M2010-05. Commissioner Hurt seconded the motion. A full voice vote was heard with all commissioners voting in favor.

**North Fremont Fire District RE: Land Ownership of Fire Station as Greentimber**

North Fremont Fire District Chief John Grube, Commissioner Ted Sturm, Commissioner Bill Bowersox, Emergency Management Coordinator Keith Richey and Assessor Kathy Thompson and Chief Deputy Assessor Barbara Hirschi met with to discuss who owns a parcel of property in the Greentimber area the corner of Hwy 47 and Cave Falls Road. The state transportation department is claiming that they gave it to the county. The commissioners will have to have the Prosecuting Attorney work with the State Department of Transportation to determine ownership and if deeds need to be recorded. The Fire Department will need to talk to the Planning & Building Department to see if this lot is buildable.

**Executive Session IC67-2345(b)**

Commissioner Romrell made a motion to go into executive session pursuant to IC 67-2345 (b) to consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent or public school student at 1:41 p.m. Commissioner Hurt seconded the motion. A roll call vote was taken with Commissioner Romrell voting "Aye", Commissioner Hurt voting "Aye", and Commissioner Miller voting "Aye". Commissioner Romrell declared the meeting at 2:03 p.m.

**Public Works Director Marla Vik RE: Department Reports**

Road & Bridge – Ms. Vik wanted to schedule the bid opening for the gravel contracts for this year on January 25, 2010. She updated the board on the bridge replacement schedule. She gave the board FYI on right of ways. She also updated them on the quality use law for engineering, and surveying. The board cannot award on bidding, they first must look at qualifications and rank them this way before negotiation of price. She updated the board on dealing with the humidity in the new road and bridge shop. Commissioner Hurt will meet with her and the engineer on solutions. Landfill – She updated the commissioners on the sticker program for landfill use. The board asked her to take care of the issues as a department head.

Commissioner Romrell made a motion to amend the agenda to hear from the Stevens Henager College representatives. Commissioner Miller seconded the motion. A full voice vote was heard with all commissioners voting in favor.

**Stevens Henager College Representatives Shane Reeder and Michelle Wilson** presented the board a new program for rural areas called bring the Professor Home. They are looking at St. Anthony as an area to promote this program. He explained the online verses face to face education practices. Commissioners asked if they have a location they would work out of. They would open an education center here in St. Anthony with a traveling professor program. The board recommended they partner up with the Fremont County School District. The commissioners support this coming into our area. The commission asked if they have financial aid available to the students. They do.

#### **Planning & Building Administrator Kurt Hibbert RE: Department Reports**

Mr. Hibbert gave the commissioners a copy of the financial income for the first quarter of the fiscal year. He also gave them an update on the permits that have been received the first quarter. He also gave the commissioners a detail of the permits that have been issued. He is requesting two public hearings on cabin rentals (home occupancy) and the zoning maps. The board would like to hold off on the zoning map public hearing until we have the subdivision ordinance ready for hearing also.

#### **Board of Equalization RE: Missed Roll**

Commissioner Romrell opened the Board of Equalization for the Missed Rolls. There being no one requesting an appointment the Board of Equalization was closed.

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Commissioner Romrell made a motion to allow him to sign the ICRMP Terrorism Coverage. Commissioner Miller seconded the motion. A full voice was heard with all commissioners voting in favor.

Commissioner Miller made a motion to allow Commissioner Romrell to sign the agreement for easement to construct the recreation bridge. Commissioner Hurt seconded the motion. A full voice vote was heard with all commissioners voting in favor.

There being no further business to come before the board, the meeting was adjourned.

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Paul Romrell, Chairman  
Fremont County Commission

Attest: \_\_\_\_\_  
Abbie Mace, Clerk