

Abbreviated Minutes: Complete Set Of Minutes Are On File In The Clerk's Office

**Madison County
Department Head Meeting Minutes
April 9, 2018**

Attendees:

Jon Weber, Chairman
Todd Smith, Commissioner
Brent Mendenhall, Commissioner
Troy Evans, Deputy Prosecuting Attorney
Kim Muir, County Clerk

Agenda Topics

Pledge of Allegiance

Kim Muir, Clerk

Budget packets were passed out and Department Heads were asked to return them by May 21st or earlier if possible. Replacement credit cards were also handed out.

Commissioner's discussion items

Comp time

Commissioners asked Department Heads to keep an eye on comp time and keep employee's hours low. We've had too many instances of an employee quitting who has built up many hours of comp time, which in turn forces the department to wait to rehire for the position.

Budget suggestions

Commissioners asked that everyone figure on a 1% COLA increase and 2% merit increase.

Summer party

Rexburg Rapids has increased prices above what our budget will allow. After discussion with Commissioners, it was determined to have a picnic in the park in the fall; there will not be a summer party.

Departmental Reports

- Shawn Boice, Assessor's Office reported that the new construction number is looking good.
- Lance Hansen, Extension Office, has been helping Jon Hogge with his projects and is getting trained.
- Jared Bingham, D7, reported things are going good in his department.
- Kirk Mace, Juvenile Probation, reported many of his employees have been there for 10+ years and things are going well. Kirk gave an update on County parties.
- Evan Wise, Fairgrounds, reported on the new construction projects his department has been working on.
- Jared Arnold, Public Works, reported about new drones that have been purchased for spraying weeds and mosquitos. They are available to anyone needing to use them. His department is ramping up for summer work.



Madison County

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Commissioners

Jon Weber, Chairman
Todd Smith
Brent Mendenhall

Assessor

Shawn Boice

County Clerk

Kim Muir

Coroner

Rick Davis

Prosecuting Attorney

Sid Brown

Sheriff

Rick Henry

Treasurer

Sherry Arnold

- Angie Moffat, Treasurer’s Office, she reported they will be sending out notices next month for the June tax drive.
- Shay Plaggman, Tri-County Probation, reported his office is much busier than past years.
- Sheriff Henry appreciates the working relationship with Commissioners and said it is the best relationship he has ever experienced. His department is always busy and they are keeping the jails full.
- Paul Sorensen, IT, replaced the main CAI servers. Paul warned of opening attachments that end in “invoice”. He said to not open this; it is a virus. He also discussed bit coins and the risk they create.
- Bradley Petersen, Planning and Zoning and Buildings, told those present about construction that will be going on in the Courthouse. He also reported on trainings he has attended with FEMA and reported more about the new proposed flood plain. He said P & Z has been busy with new permits and inspections.

Commissioner Mendenhall made a motion to adjourn at 1:30 p.m. Commissioner Weber seconded and voting was unanimous.

Approved:

Jon O. Weber, Commission Chairman
Todd Smith, Commissione
Brent Mendenhall, Commissioner

Attest:

Kim Muir, Clerk