

Abbreviated Minutes: Complete Set of Minutes Are on File in The Clerk's Office

**Madison County
Commissioner Meeting Minutes
October 13, 2020**



Attendees:

Jon Weber, Commissioner (Chairman)
Todd Smith, Commissioner
Brent Mendenhall, Commissioner
Troy Evans, Deputy Prosecuting Attorney
Kim Muir, County Clerk
Commissioner Elect – Doug Smith

Pledge of Allegiance by all
Invocation by Bart Quayle

ACTION ITEMS

Public Comment:

Kirsten Ruebush commented regarding the Nordic Ridge Subdivision. Those items she is concerned with show the code has not been followed but she does not oppose the developers. One county official has asked that the appeal be dropped. Kirsten feels the County Commissioners have been given the responsibility to approve subdivisions based on code. The codes in question were given to each commissioner. Kirsten asks that the packet be included in the minutes. She gave official notice that she and her husband are formally withdrawing their appeal of the Nordic Ridge Subdivision. The Commissioners accepting their withdrawal of their appeal. The subdivision can move forward as approved.

Commissioner Weber appreciated Kirsten taking the time to put this together. The matter was presented to the Planning and Zoning Commission, who are volunteers. They look at code and rely heavily on the board and have full confidence in those individuals and the responsibility they have. There is room for interpretation and the Commissioners recognize that also.

Commissioner Mendenhall asked for a clarification—are they dropping their appeal because of anyone in this administration or any pressure being applied to them from the County? Ruebush's stated no.

The Commissioners will refund the Ruebush's the check. Matt Bloomquist, developer asked to comment regarding open space. The main complaint from the Ruebush's as he understood it was the open space. He states the matter has been discussed and he and the surveyor have reviewed the open space. He reports the open space has not been double counted nor have the easements. The natural open space around the perimeter is not open to the public.

Calendar Items:

The next Commission meeting will be Tuesday, October 26, 2020.

Discussion Items:

COVID-19 discussion and update:

Commissioner Mendenhall reported the Madison County COVID numbers as of yesterday, October 12, 2020, were 326. In comparison to other statistics it is being managed. In a meeting with the Commissioners, City of Rexburg, and BYU-I yesterday, Mr. Cook said the models show the numbers will

go up over the next week or so, but will begin to drop in approximately 10 days. Commissioner Mendenhall said that we can support whatever efforts Sugar City and Rexburg are making. We are aware of the situation and are taking it head on. The hospital is not overly concerned about the increase in numbers.

Commissioners would like to focus on the positive. Our community has been hit hard and it is very serious. They will continue asking people to wear masks when entering a business or public space.

Identify projects to begin in FY 2021: This matter will be discussed at a future meeting.

Gathering permit: We do have a process for gathering permits in Madison County Code #12-36, which states the permit shall be obtained from planning and zoning for crowds of 100 or more for public or private events largely because of fire safety. For large crowds, Sheriff Henry said it would be good to know of gatherings so he could add additional staff. With the COVID issues, he feels this would be a way to enforce any issues at gatherings. The matter was discussed and it was decided by the Commission if someone is going to have a big gathering, have people let us know so law enforcement, fire, ambulance is aware. A permit will not be required for smaller gatherings. Gatherings could be further identified and our process could be fine-tuned.

Courthouse centennial celebration discussion: Phone calls will be placed to get this organized.

Cloud seeding discussion:

Commissioner Mendenhall reported the cost of propane in the remote locations has increased. The cloud seeding organization purchased the propane tanks in remote locations to save on increased costs. The county share is approximately \$2,800 and will be subtracted from our annual fee. We pay \$3,000 annually

Contracts/Documents:

After review and discussion, Commissioner Smith made a motion to sign and approve the Professional Services Contract and Retainer for Public Defense with Moulton Law Office. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to sign and approve the Center for Tech and Civic Life Grant Agreement. Commissioner Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to sign and approve the Groundwater District approval of charges. Commissioner Smith seconded and voting was unanimous. The motion passed.

Routine Matters:

After review and discussion, Commissioner Mendenhall made a motion to approve the Commission meeting minutes of September 28, 2020. Commissioner Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Smith made a motion to approve the claims presented by the Clerk. The General Fund total \$1,070,905.01. The grand total of claims was \$2,222,421.03. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the Certificates of Residency for Mallery Bailey and Makayla Blanchard. Commissioner Smith seconded and voting was unanimous. The motion passed.

Personnel Actions :

After review and discussion, Commissioner Smith made a motion to approve the personnel actions. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

Executive Session:

Commissioner Weber made a motion to go into Executive Session at 9:15 a.m. Idaho Code § 74-206(1)(b) employee matters and (d) exempt records, Ann Marie Sorensen, Indigent Clerk. Commissioner Mendenhall seconded the motion. A roll call vote was taken as follows: Commissioner Weber – yes, Commissioner Smith – yes, Commissioner Mendenhall - yes. The motion passed. Commissioner Weber returned the County Commissioner meeting to open session at 9:45.

After review and discussion, Commissioner Mendenhall made a motion to approve signing a Lien Release on Case No. 2011007. Commissioner Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Smith made a to approve signing the Personnel action for Ryan Brown performance Evaluation. Commissioner Mendenhall seconded and voting was unanimous.

Road and Bridge, Road Grader bid opening:

Bids were opened and read from the following:

Todd Robison, Honnen Equipment. Bidding on a 2021 John Deer Grader with full 60-month, 5000-hour warranty, filters, with full hydraulic wing \$263,066 Lease payment would be \$44,557.20 with a 5 year buy back of \$185,000. Delivery about December 15, 2020.

Ben Winder, Western States Equipment. All wheel drive CAT, 5-year 5,000-hour warranty, filters with loaner unit if needed. Sales price \$313,241 buyback \$200,000, Lease payment would be \$29,893.14. Delivery before end of month. Attachments for this machine will be transferred from the current grader. – new ones would not be needed.

After review and discussion, Commissioner Smith made a motion to approve and accept the Western States Equipment bid forbid for the CAT Grader with an annual lease payment of \$29,893.14. Commissioner Mendenhall seconded and voting was unanimous.

Assessor, Review and sign: Commercial appraisal contract – Kevin Franck

Gary Shewey is slowing down and will just fill in occasionally for Madison County. Kevin has been working with Gary and has 10 years of experience. Shawn feels comfortable with Kevin and he has been good to work with. Annually the contract is \$50,000 and they assist the County with compliance with the State Tax Commission. Gary will still do the industrial appraisals this year. This is based on \$165 for a standard appraisal and \$35 for bare ground. The county has a requirement of appraising property on a 5-year rotation plan; 300 per year are done. The volume of student housing in Madison County requires someone with more experience. Commissioner’s clarified that from January to May they will do all apartments and we only pay one contract and we pay per parcel. Shawn will bring a contract.

Evan Wise, Update on upcoming Fairground projects:

Report on fairgrounds going into next year. There were a lot of people using the fairgrounds. Evan would like to implement some sort of minimal cost for usage for the Farmer's Market, as it has increased maintenance costs. Commissioners suggest a onetime fee.

Evan would like to dismantle the kitchen and repurpose the equipment. The mobile food trucks come in with their own insurance and grill.

Other projects mentioned for the upcoming year:

Installing unit heaters in the indoor arena. The snow builds up and will not slide. \$6,500 - \$7,500.

New lighting, including 3 more poles in the grandstand area. Approximately \$3000 for a total of 5 poles.

Restructuring the announcer box in the grandstand area for safety reasons.

Upgrades the sound system in the grandstands.

A new announcer box in the new outdoor arena with a sound system and would include speakers in the grandstands with neighbors in mind.

Anything left over in capital improvements funds, they would like to have more portable stalls for larger events and work on fence restructuring and grass area.

Commissioner Weber asked about putting in RV hook-ups. The City would not allow Evan to do the work, but would like a licensed contractor to complete this project. Water and power would be provided, but not sewer. He would only have space for 20 hook ups but could really use 40 spots. Commissioners suggest looking at the property on the west end near the Nature Park and to make it so it can be used more for the nature park and our events. Water issues would need to be solved in this area.

Rick Miller with The Development Company: Public Hearing regarding Idaho Community Development Block Grant Citizen Participation Plan and Certification. Authorization to submit block grant application and select The Development Company to submit and administer. Kristine Staten was present with Rick.

Commissioner Weber opened the public hearing at 10:37 a.m. A roll call vote was taken as follows: Commissioner Weber – yes, Commissioner Smith – yes, Commissioner Mendenhall - yes. There were no conflicts of interest. The hearing was properly noticed. Christine explained this is a grant through the Department of Commerce for medical equipment. The amount being submitted is for \$346,602, all coming from the Idaho block grant cares funding. There is no grant match. We will know if the grant is awarded in November. Funding applied for will purchase an ambulance, 3 ventilators and a lift bed. No one from the public appeared to testify in favor, against or in neutral. As such, the public hearing was closed. The motion passed. Commissioner Weber returned the County Commissioner meeting to open session at 10:45.

After review and discussion, Commissioner Smith made a motion to approve the Professional Services Contract for the development of a CARES CDBG grant with East-Central Idaho Planning and Development Association, Inc. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Smith made a motion to sign the submission Letter to the Idaho Department of Commerce for a block grant. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

Jared Arnold, Projects for CARES funding:

Jared and Shannon presented proposed projects to be applied for with funding opportunities provided by the State CARES funds. Pre-approval will come before the Commissioners before any funds are spent. Projects that were discussed include the following: Air system in the jail, jail generator hooked to the courthouse. An extra generator will be placed at another county building. Other projects listed were approved to begin getting bids for.

Tawnya Grover, City of Rexburg, proposed zone changes in impact area:

Alan was present from the City of Rexburg and would like to propose zoning in the impact area to change the designations of Transitional Agriculture 1 (TAG1) and Transitional Agriculture 2 (TAG2) to a single Transitional Agriculture zone. This is an informational item only.

Angie Moffat, Credit card change discussion:

Angie Moffat, Treasurer and Kim Muir, Clerk explained changes being proposed by Zions Bank to the current credit cards, to streamline the reconciliation process. This would be a change to the Zions commercial credit card program. Commissioners gave approval to move forward with this change.

There was an Employee Recognition ceremony held for the following for their years of service:

Patricia Cook	35 years	Extension Service	Ryan Kaufman	15 years	Sheriff's Office
Curtis Wood	35 years	Law Enforcement	Shane Radford	10 years	Road & Bridge
Kristina Rainey	20-year	Court Clerk	Ronald Naegelin	5 years	Veteran Services
Angie Moffat	20 years	Treasurer	John Virgin	15 years	Sheriff's Office

Employees were thanked for their service and dedication to the county.

Department Head and Elected Officials Meeting Agenda:

John Whitt with the State Insurance Fund, trained all and gave suggestions to lower claims and premiums submitted. Madison Counties highest claims have come from vehicle accidents and slips, trips and falls. He encouraged more training as prevention and spent time answering questions from those present.

Discussion Topics:

- Credit card purchases
Department Heads were encouraged to submit invoices for commissioner approval rather than using the credit card other than for travel and online purchases. This will be better transparency for purchases.
- Credit card issues and how the process of reconciling each month was discussed to streamline.
- A COVID update was given
- Holiday hours and overtime hours for those getting a day off a week was discussed.
- Budget items
- Ann Marie explained the HRA match, 401k and Roth IRA benefit changes.

Commissioners encouraged departments to Invite Ann Marie to visit offices to explain this further.

There being no further business Commissioner Smith made a motion to adjourn the meeting at 1:50 p.m. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

Approved:

Jon O. Weber, Commission Chairman

Todd Smith, Commissioner

Brent Mendenhall, Commissioner

Attest: Kim Muir, Clerk