

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



**Madison County  
Commissioner Meeting Minutes  
March 22, 2021**

**Attendees:**

**Todd Smith, Commissioner (Chairman)**  
**Brent Mendenhall, Commissioner**  
**Douglas Smith, Commissioner**  
**Troy Evans, Deputy Prosecuting Attorney**  
**Kim Muir, County Clerk**

**ACTION ITEMS**

This meeting was streamed electronically.

**Calendar Items:**

The next Commission meeting will be held Monday, April 12, 2021.

After discussion and review of calendar, Commissioners decided to meet April 5, 2021. The April 12 meeting would be 3 weeks between meetings, claims will need to be signed and Commissioner Smith will be out of town on April 12, 2021. A meeting will still be held April 12, 2021.

May 14, 2021, the IAC Spring Institute will be held at the Residence Inn, Idaho Falls.

**Discussion Items:**

COVID-19 discussion and update--the New York Times posted Bonneville County as the nation's top hotspot for new coronavirus cases per capita in the nation and Madison at number three. Eastern Idaho Public Health is to ask citizens to implement the use of individual common sense and responsibility.

There was discussion regarding frequency of department head meetings. It was determined to continue to hold meetings every quarter and follow up with a summary email after the meeting. The next department head meeting will be moved to April 26, 2021.

COVID funding discussion and capital improvements. Each department will be asked to come up with a 5-year capital improvement plan. Numbers do not need to be set in stone, but it lays things out and will provide commissioners with a plan.

The Golf Board would like to do a club house improvement. The City is waiting for us to decide. There is a need for an extra \$25,000 for the deck extension at the Golf Course. The deck will be built large enough to store the carts under the deck and they may not have to build a larger shop for them to be housed in.

After review and discussion, Commissioner Doug Smith made a motion to approve \$25,000 to extend the deck at the Golf Course. Commissioner Todd Smith seconded and voting was unanimous. The motion passed.

**Urban Renewal Committee update:**

Commissioner Todd Smith reported on the urban renewal meeting he and Commissioner Doug Smith attended. Richard Horner has retired from the Committee and Bill Riggins is the new Chairman. Commissioner Todd Smith would like to see something done on the property across the street from the Steiner Elevator (Centennial Grain).

**Grooming Board update:** Clint Hansen and Doyle Barney were in attendance.

The board met in their regular board meeting. They discussed equipment maintenance, equipment needs and getting ready to close down for the season. The bylaws were discussed. Doyle comments they are in the rough draft stage, there have been a few changes that will be voted on at the next meeting, planned for the third Tuesday of April. Doug asks if there is a schedule for when each trail is groomed. Clint and Doyle replied that it depends on use and weather conditions and a schedule really cannot be set. It is basically done as needed determined by the trail conditions. The trails are ridden weekly to determine which need grooming. Doug asks how long into the spring they groom. He was answered usually mid-March but it is all weather dependent. Fremont County has stopped grooming already this season. A discussion was had of updating the County website for grooming to let the public know when the groomer has been out. Fremont County does this.

An electronic map was discussed with GIS. Registrations were also discussed.

**Federal Covid Funds:**

Federal Covid funding was discussed Commissioner Smith would like to work with the City on broadband support. Funds will be placed in a separate account as we get more information from IAC and NACO. The State is considering reducing Revenue Sharing. Property tax relief is not allowed with this specific funding.

**Contracts/Documents:**

Appoint Planning and Zoning Member, one city and one county.

After review and discussion, Commissioner Mendenhall made a motion to approve Jeff Egbert to serve on the City Planning and Zoning Commission. This is a three-year term. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve Mr. Troy Thurgood to serve on the County Planning and Zoning Commission. This is a three-year term. Commissioner Todd Smith seconded and voting was unanimous. The motion passed. This replaces Anthony Merrill.

After review and discussion, Commissioner Doug Smith made a motion to approve the Solid Waste District 1<sup>st</sup> Addendum to Purchase and Sale Agreement, to include an additional 39.27 total acres to the original document. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Todd Smith made a motion to approve the Commissioners meeting minutes of March 8, 2021. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the Special meeting minutes of March 17, 2021. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the claims presented by the Clerk. The General Fund total claim amounts were \$ 108,454.93. The grand total of claims was \$669,791.71. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve four claims in line no. 8-456 for the Sheriff's Office. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

**Personnel Actions :**

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

**Pledge of Allegiance:**

Invocation by Commissioner Mendenhall.

**Public Comment:**

Shane Ruebush was present to ask a question about dividing a lot.

Bron Wescott, was present and asked about the growth of the County and density.

Cameron Stanford was joining the meeting online and wanted to hear the discussion regarding Covid money.

**Executive Session:**

Commissioner Chairman, Todd Smith made a motion to go into Executive Session at 9:23 a.m. Idaho Code § 74-206(1) (d) exempt records, Ann Marie Sorensen, Indigent Clerk. Commissioner Mendenhall seconded the motion. A roll call vote was taken as follows: Commissioner Todd Smith – yes, Commissioner Doug Smith - yes. The motion passed. Commissioner Todd Smith returned to open session at 9:26 a.m.

After review and discussion, Commissioner Mendenhall made a motion to approve signing a Lien Release on Case No's. 2009006, 2010007 and 2014034. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

**Terry Butikofer:** ECIPDA updates—Terry rescheduled this meeting.

**Assessor's Office, Ag exemptions:**

After review and discussion, Commissioner Doug Smith made a motion to deny the Ag Exemption for Debbie Hoffhines as it does not meet the qualifications for Ag property. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Doug Smith made a motion to deny the Ag Exemption for Debbie Hoffhines residence as it does not meet the qualifications for Ag property. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the Ag Exemption for Dell Ray Barney according to the Assessor. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Doug Smith made a motion to approve the Ag Exemption for Stuart Sugarman aka Founders Square. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the Ag exemption for Prime Investments. The Ashcraft's are currently farming. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Doug Smith made a motion to deny the Ag Exemption for Aaron Lerwill, because the property is not actively devoted to Ag. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the Ag Exemption for Johnson/Clark. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Doug Smith made a motion to approve the Ag Exemption for Jason Thomason. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

**Non-Profit exemptions:**

After review and discussion, Commissioner Todd Smith made a motion to approve the nonprofit exemption for Lighthouse Bible Baptist Church. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Todd Smith made a motion to approve the nonprofit exemption for Development Workshop, Inc. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Todd Smith made a motion to approve the nonprofit exemption for Calvary Chapel. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

**GovQA, Adam Neider, Zoom presentation regarding public record requests software:**

Adam Neider was present through Zoom to give a presentation on Gov QA. The information provided is a cloud based software company serving government agencies. They provide Public Record Request responses to those seeking information. Requests have been received more often, mainly by the Sheriff's Office and are more complex, requiring large files to be transmitted or placed on a zip drive. Adam explained the process of uploading documents. They provide redaction and follow the laws of the state. Mike Courtney comments he has looked into other companies that provide this service and feels GovQA offers what the Sheriff's Office fills their needs. This matter will be further discussed at the next meeting.

**Sheriff's Office Resolution #457 Madison County as 2<sup>nd</sup> Amendment Sanctuary:**

This request made by Ryan Lerwill prior. The Sheriff and Bart Quayle were present and comment the state is already a 2<sup>nd</sup> Amendment Sanctuary. Sheriff Henry believes the resolution does show support of the 2<sup>nd</sup> Amendment and reaffirm we stand behind it. The Sheriff's Office is in support of this Resolution.

After review and discussion, Commissioner Mendenhall made a motion to approve signing Resolution #457. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

**Robert Kohler, review and sign: Community Wildfire Protection Plan:**

Robert has worked with the state on this plan. The projects are mitigations, education of field treatment, action and facility actions to make us eligible for federal funding. The plan has to be in place if there is a major wild fire. If adopted, the county can apply for funding and have in place for the wild fire season coming up soon. GIS currently has a mapping process for this plan and this prepares us for the 5-year plan. There are no policies or procedures in this plan, but county code will be revised. This will be useful in planning for subdivisions as the county grows, we want to be sure we are ready for the growth. Corey Child was also present and comments that it is imperative that we keep up with fire codes as the county grows. A third party was hired, but it was later decided our local Emergency Services (Robert Kohler) would do the plan with the local needs in mind and it saved money. Several projects that are underway were discussed.

After review and discussion, Commissioner Doug Smith made a motion to accept and sign the Community Wild fire Protection Plan for 2021. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

**Jared Arnold, Replacement of forklift for Weed and Mosquito:**

Jared and Jeremy were present to discuss the purchase of a new forklift. The current forklift is leaking oil. Jared would split the cost of this between 2 budgets; Weed and Mosquito, as both departments will use the machine. The old machine will be surplus. Other departments could use the machine.

After review and discussion, Commissioner Mendenhall made a motion to approve the replacement of the Fork lift for General Services. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

**Lance Hansen/ Marnie Spencer, Replacement of County Educator:**

Jon Hogge resigned as of March 12, 2021. The University of Idaho is just lifting a yearlong hiring freeze and are waiting to have the legislature approve the extension budgets. They would like to hire an area educator. Marnie is asking what we see as the priorities for the vacant position. Jon was an area as well as county educator, but most feel that he was stretched too thin. Commissioners would like this to be a county position. Budgets were discussed and there would be slight additional expenses. Marnie asks if Commissioners consider the largest cash receipts to be in cereals or agronomy, 4H, or horticulture. Commissioner Smith feels potatoes should also be considered. Commissioner Mendenhall will serve on the hiring committee.

There being no further business Commissioner Mendenhall made a motion to adjourn the meeting at 1:33 p.m. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

Approved:

Todd Smith, Commissioner  
Brent Mendenhall, Commissioner  
Douglas Smith, Commissioner

Attest:

Kim Muir, County Clerk