



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

**Madison County
Commissioner Meeting Minutes
April 25, 2022**

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.

Pledge of Allegiance: By all

Invocation: Keith Davidson

Calendar Discussion:

Next Commission Meeting: May 9, 2022

Farmer Merchant Banquet: April 28, 2022

IAC Spring Institute Meeting: May 25, 2022 in Idaho Falls

Clerks and Commissioners Meeting: June 7 – 9, 2022 in Burley

Discussion Items:

Beer and Wine Catering Fee. This will be further reviewed to compare to what other Counties are charging.

City/County lunch. The meeting date will be moved to May 23, 2022. The meeting will be held in the Commission Room. We will invite the Department Heads from the City and County. Agenda will include discussion on golf courses, airport, GIS, Transportation Plan and sewer/water.

Administration Building Conference Room. Remodeling and reorganizing were discussed.

Transition Home – The possibility of leasing the back half of the property was discussed. Adult probation is overseeing the transition house. Point S has called many times asking if we would sell the property to them. Commissioner Mendenhall will meet with Ryan at Point S and the Judges to see what they think.

Broad Drought Declaration declared by the Governor

Commissioner Mendenhall discussed this issue with Robert Kohler. We can join if we choose, but it really doesn't change anything since Madison County has already declared a Drought Declaration.

Contracts/Documents:

After review and discussion, Commissioner Doug Smith made a motion to approve the Frontage Road Contract Addendum with MVR Investments LLC. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to move forward with the contract in the amount of \$163,579.70 with Maxwell for crack sealing and slurry sealing on the runway and taxi way for the Rexburg/Madison County Airport. The majority of this improvement is paid by the FAA. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the Health Board nomination forms. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the PACtech Expert Services Retainer Agreement for the Prosecutors Office. Commissioner Todd Smith seconded and voting was unanimous. The motion passed.

Routine Matters:

After review and discussion, Commissioner Doug Smith made a motion to approve the claims presented by the Clerk. The grand total of claims was \$1,016,029.36. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

The minutes of April 11, 2022 will be approved at the next meeting.

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

Personnel Actions :

<u>Employee Name</u>	<u>Position</u>	<u>Salary/Wage</u>	<u>Change</u>
----------------------	-----------------	--------------------	---------------

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.

Public Comment: There were no public comments.

Executive Session: Employee and indigent matters. Chairman Todd Smith made a motion to go into Executive Session at 9:07 a.m. Idaho Code §74-206 (1)(b) employee matters Sheriff Rick Henry and (d) AnnMarie Sorensen, Indigent Clerk. A roll call vote was taken as follows: Commissioner Todd Smith – yes, Commissioner Mendenhall – yes Commissioner Doug Smith – yes. The motion passed. Commissioner Todd Smith returned to open session at 9:34 a.m.

After review and discussion, a motion was made by Commissioner Mendenhall to sign a Lien Release on Case No. 2014020, and Approval on Case No's. N2022006 and N2022007. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

Cameron Stanford, Covid funding decision:

After review and discussion, Commissioner Mendenhall made a motion to approve paying the Sheriff's Office Server out of the Care Money Project line in the amount of \$55,466.09 Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

With the remaining funds, Commissioners would like to finish paying off projects and get them finished up and spent. Priorities for remaining funds were as follows:

- Pay remaining balance on scale house at Solid Waste
- West Side Frontage road and fire station property for fire suppression
- Court house cameras
- High profile court case
- Property in Sugar City
- Gate at the Sheriff's Office
- Radios

P & Z, Findings of Fact for Chase Staker:

Chase currently has a pet crematorium in Jefferson County and he is seeking a location in Madison County. He has contracts with Veterinarian Offices. There is no odor or smoke associated with it and he will have a shop with a freezer. Commissioner Doug Smith questioned putting this in Trans Ag that could be residential.

After review and discussion, Commissioner Mendenhall made a motion to approve the Findings of Fact for Chase Staker. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

Ordinance #458: To approve code change in land use table and definitions to include “pet crematorium” for Chase Staker.

After review and discussion, Commissioner Mendenhall made a motion to approve the application from Chase Staker on February 1, 2022, to approve Ordinance #458 and amend the Madison County Unified Development Code to include a definition of “Pet Crematorium” and to add ‘Pet Crematorium” as a permitted land use in Industrial, Commercial, Agriculture, and Trans Agriculture zone in the land use table. Commissioner Todd Smith seconded. Commissioner Doug Smith opposed. The motion passed.

Planning update discussion to include revision of the survey review fee and Thornton Water District RFP. Gary has sent this out and the deadline is May 6, 2022. He has had a few questions on this matter.

Survey review fee: Gary questions, where there are subdivisions are they legally required to do a survey? Do we need the same survey review on a boundary adjustment line or a lot line split? Gary had a Conference call with legal counsel for the Surveyor’s Association. In their opinion we do not need a survey review on a boundary adjustment or a lot line adjustment. The plot plan drives the real estate transaction and the deeds are the legal requirement.

Angie Moffit, Fleet Vehicle Repairs:

Angie presented estimates to replace the tires on the Terrain leased by Jess Tanner for D7. After review and discussion, Commissioner Mendenhall made a motion to approve purchasing tires. Commissioner Doug Smith seconded and voting was unanimous. The motion passed,

Dana Ray Bennett, Forgiveness request for interest on property taxes:

Dana Ray Bennett has been receiving copies of what is due, but didn't realize there was interest and penalty. She receives the mail, but has been putting it in a basket. Angie presented what is due in interest and penalty.

After review and discussion, Commissioner Mendenhall made a motion to approve the forgiveness request in the amount of \$783.46. She will pay the 2018 balance now and will work on the remaining. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

Assessor, Tax exemptions:

Kartchner Land Management, Inc. Div. #9 and 10, Texas Siding Business Park:

The property is currently taxed on 25% with allowable exemption on the total which is removed as soon as the name is changed on the deed.

After review and discussion, Commissioner Doug Smith made a motion to approve the tax exemption for Kartchner Land Management, Inc. Div. #9 and 10 Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

Texas Siding LLC Business Park:

After review and discussion, Commissioner Mendenhall made a motion to approve the tax exemption for the Texas Siding Business Park. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

Upper Valley Community Health, applying for 100% exemption:

After review and discussion, Commissioner Doug Smith made a motion to approve an exemption in the amount of 65% of the total tax due to Grand Peaks. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

Urban Renewal Agency: Property at Grover's old house by Commercial Tire.

After review and discussion, Commissioner Doug Smith made a motion to approve the tax exemption for the Rexburg Renewal Agency. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

Troyse Miskin, review new ambulance purchases:

Troyse reports a total of 5 new ambulances were approved using ARPA funding and includes one already on order. The county previously purchased one and a grant was received to provide one. This is a total of 7 new ambulances over the past few years.

Department head work meeting:

Fairgrounds

Evan has lighting parts now ready to replace and is working on the sound system. He has enough in his budget to finish these two projects to further enhance. He needs to replace fencing and will need \$26,000 to be brought forward in September to fund.

There were some issues at the fairgrounds over the weekend that were discussed. Dave Sanderson and were also present for this discussion. The matter will be further discussed and Evan will supply a letter with a contract today. Evan's job is to supply the facility in clean and working order. Safety first.

Employee Recognition

The following were recognized for the years of service to the county:

David Stoddard (Sheriff)	25 yrs.
Cullin Sherman (Sheriff)	15 yrs.
Carol Davis (Revaluation)	15 yrs.
AnnMarie Sorensen (HR)	10 yrs.
Kandee Boice (County Agent)	10 yrs.
Jared Arnold (Mosquito/Grounds/Parks)	10 yrs.
Marissa Edelmayer (Sheriff)	10 yrs.
Clay Clements (Sheriff)	10 yrs.
Christopher Kershaw (Sheriff)	5 yrs.
Adam Nelson (Sheriff)	5 yrs.
Brad Quinton (Solid Waste)	5 yrs.

Sheriff Rick Henry recognized Riley Thurber with the Purple Heart Award and Bart Quayle with the Sheriff's Metal for outstanding service.

Department Head Meeting

Contracts for copiers: Lance Hansen discussed the cost of maintenance when copiers are purchased. He advised Department Heads to carefully review contracts they sign and ensure costs are appropriate.

Commissioner Mendenhall reviewed the findings of the Committee in the Personnel Policy. Comp time accumulation and mental health were discussed, as well as using or cashing out comp time quarterly, the Juneteenth Holiday and the number of hours to give for vacation days, with shift work and those working 10 hours/day.

Budgeting and Personnel increases:

Giving a flat fee per employee rather than a COLA increase was discussed. This is a fair increase to all employees rather than a percentage which would give more to higher paid salaried workers. Merit increases would also be given to those deserving of it. Keeping wages competitive is an important issue. The Cost of Living has increased for everyone and Employees are the Counties most valuable asset.

Commissioner Mendenhall made a motion to amend the Agenda to review and approve the concession services at Teton Lakes Golf Course. Commissioner Doug Smith seconded. The motion passed

After review and discussion, Commissioner Mendenhall made a motion to approve the contract with MB Foods LLC for operation of the restaurant at Teton Lakes Golf Course. Commissioner Doug Smith seconded and voting was unanimous.

Commissioner Mendenhall made a motion to amend the Agenda to review and approve the contract for Juvenile Probation. Commissioner Doug Smith seconded. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the contract with Juvenile Probation with Eric Olsen. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

Public Information Meeting – Moody Bridge, Forsgren Engineering and Cindy Roberson were available to explain and further discuss the project.

Commissioner Mendenhall made a motion to adjourn after executive session at 3:25 p.m. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

Commissioner Doug Smith made a motion to adjourn the meeting. Commissioner Mendenhall seconded and voting was unanimous.

Approved:

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

Attest:

Kim Muir, County Clerk