



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

**Madison County  
Commissioner Meeting Minutes  
May 23, 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: Commissioner Mendenhall

**Calendar Discussion:**

Next Commission Meetings: June 6, 2022 @ 9:30 for Claims/Contracts, June 13 and 27, 2022

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

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

**Contracts/Documents:**

After review and discussion, Commissioner Mendenhall made a motion to approve the Canvass of Votes for May 17, 2022, Fremont School District #215 Advisory Vote for the Primary Election. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Doug Smith made a motion to approve Canvass of Votes for May 17, 2022, Primary Election. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Doug Smith made a motion to approve MOU Leading Idaho Local Bridge Program (LHTAC). Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the Financial Plan with the St. Anthony Work Camp and Solid Waste. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Doug Smith made a motion to approve Resolution #483 regarding Local Highway Jurisdiction. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Doug Smith made a motion to approve the Searle Hart Management Letter. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the MOU with Department of Juvenile Corrections. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

Copper Heights Subdivision to be accepted in the Road System. This matter will be moved to the next agenda.

**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 \$859,999.77. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the meeting minutes of April 11 and May 9, 2022. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Doug Smith made a motion to approve the Certificates of Residency. Commissioner Mendenhall 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.

**Public Comment:** Tammy Erickson was present to show what she will be forwarding to IAC for the County spotlight magazine. Shawn's Boice's mother and Tammy's daughter have taken some nice pictures. Tammy has done an excellent job of putting the article together and was commended for her work on this matter. It will need to be submitted by end of day May 31.

**Executive Session:** Employee and indigent matters. Chairman Todd Smith made a motion to go into Executive Session at 9:12 a.m. Idaho Code §74-206(1)(b) employee matters (c) to acquire an interest in real property not owned by a public agency, (d) exempt records - AnnMarie Sorensen, Indigent Clerk, and (f) litigation matters. 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 10:16 a.m.

**Dana Izatt, FY2021 Audit Presentation:**

Dana explained the representation letter and pointed out in the audit the pages showing expenditures for Federal grants received as well as revenue for each county department. Dana reviewed the County funds and showed graphs which indicate money in the bank currently and the overall finances of the county. Dana would like to see the county implement a voided check policy. Otherwise, there were no concerns from the audit.

After review and discussion, Commissioner Brent Mendenhall made a motion to approve the FY2021 Audit for Madison County. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

**Mike McMullan, Key Bank -Financial Wellness:**

Mike explained Key Bank’s desire to educate our employees on how to be better financially educated through several 30-minute educational sessions. Commissioners will pass information to Kirk Mace, the Employee Committee Chairman to review with the employee committee to get advice on how to pursue getting this information out to employees.

Commissioner Todd Smith made a motion to recess County Commission meeting. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

**Board of Equalization:**

Commissioner Smith made a motion to convene Board of Equalization. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

Assessor Shawn Boice was sworn in.

**Brigham’s Mill apartment to condo’s, single student housing grant exemption:**

We received notice from the City of Rexburg that 32 units at Brigham’s Mill are being turned into condos valued at \$300,000 market value. The owner is eligible for developer’s exemption which will take 75% of the \$300,000 which would take each door’s value to \$75,000. The County will lose about \$3,000,000, but that is part of the cost of doing business. The complex will then operate as a single student condo. The condos are at \$5,600,000 in value currently that owner will be taxed on. Once the transaction is complete, full value will be assessed. This will not show as new construction, it is added value only, like an addition to a house. Some of these condos will be advertised and used as Airbnb’s.

After review and discussion, Commissioner Mendenhall made a motion to approve the Brigham’s Mill apartment to condo’s, single student housing grant exemption. Commissioner Doug Smith seconded and voting was unanimous. The motion passed.

**Rachel Whoolery:**

The 11.176-acre parcel at the end of Moody Road was valued in 2021 at \$170,000. New owner purchased property in February and has contracted with Roger Muir and sons to farm. March 15<sup>th</sup> is the deadline for Ag exemption, but was missed and Rachel is asking for it to be granted now. This is in an impact area and is being appealed for a zone change. The Board of Appeals met and remanded back to the City. The Owner is requesting Ag designation and appears to qualify, except the missed deadline. This is in the gray area and there is a deadline for a reason. It was discussed that this can open a situation with multiple land owners that could bring this to the BOE Board.

After review and discussion, Commissioner Doug Smith made a motion to deny the BOE for Rachel Whoolery. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

**HOE Projects Update:**

Shawn reports that he hired a part time employee about six months ago that has been looking into owners purchasing property to rent to university students and applying for homeowner’s exemption. Last fall they found 56 full time homeowners, with rental properties which has saved the taxpayers \$106,000 and they are only half way through this process.

Commissioner Todd Smith made a motion to recess Board of Equalization. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

Commissioner Doug Smith made a motion to reconvene Commission Meeting. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

**P & Z Gary Armstrong, Planning & Zoning update, Thornton Water District RFP discussion  
Thornton/Fire Suppression funding:**

As a temporary solution to begin building, the fire district has suggested purchasing property to currently consist only of a well, with a Fire Department building planned in the future. Individual storage tanks on each property will be required. What is being presented by developers is they are willing to contribute, but are not required to, and would like a tax credit in future years. Impact fees were discussed for those building in the future.

John Hall stated this would benefit the entire area, not just the commercial guys within a 1½ mile radius. There will be more growth. Funding was discussed to get the current development going, ensure it is sustainable and meets fire requirements. Commissioner Mendenhall is leaning toward an impact fee. Commissioner Doug Smith states it will benefit commercial development right now and without it, no building can take place. Costs for the land have been established and will be paid by the Fire District. Further research regarding impact fee for development and plans for fire flow will be researched. Any development with three or more lots, require fire flow which can consist of fire cisterns, below ground tank, above ground fire/water storage tank, and other choices for this. Fire flow has never been required for commercial developments.

Impact fees, a Capital Improvement and development plan were further discussed. The county has done fire suppression in some areas, but not in Thornton. Moving forward, a cost to drill the well and how to pay for it is the question and is our direction. Commissioner's agree that reasonable bids for well drilling are necessary. Further meetings will be scheduled.

**Paul Sorensen, Review and sign WideOpen Networks, Inc., Professional Services Contract:**

This will be run as a community network project. The City and County will pay the start up costs and then it will be based upon the user going forward. There is a 4½ year contract for WideOpen to be the administrator for the project since WideOpen wants the contract to be worth their time. The marketing of the network might be pushed to another contractor. The ballpark cost to the County will be \$160,000 for this phase of the project and will run from now to the beginning of January 2023. Both the City of Rexburg and the County will be able to negotiate to get out of contracts if desired. The County would like to start selling services by early 2023.

After review and discussion, Commissioner Doug Smith made a motion to approve the WideOpen Networks, Inc. Professional Services Contract. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

**Noon, Luncheon with Elected Officials and City/County Staff:**

**Items of Discussion:**

- 1. Fire Protection Requirements in County for Commercial Buildings**

The Thornton area fire suppression issue is being discussed and an RFP will be sent out soon.

**2. Comprehensive Plan Update from City of Rexburg**

This is a year long process. A Steering Committee is being formed which will identify the future of Rexburg. There will be interaction with the public.

**3. Broadband Project Update**

Projects are underway for the City and planned in the near future for the county.

**4. Transportation Plan Update**

The Plan is nearing completion.

**5. County Sponsored Events and Explore Idea of Madison County Museum**

Tabernacle renovations will begin soon and the Museum will need to be relocated. The City and County shared upcoming events.

**6. Future of Rexburg-Madison Airport and Legacy Flight Museum**

This matter was discussed. Studies are still underway to move the airport.

**7. Possibility of Establishing as County/City/Madison School District Information Letter**

After discussion, it was determined that each entity would provide information to the public.

**8. Future Infrastructure – Roads, East Parkway Corridor**

Information was shared for future projects.

**9. Possibility of Future Joint County/City Building to Reduce the Footprint of Tax-Exempt Property for Madison County.**

This matter will be further discussed with the School District.

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

Approved:

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

Attest:  
Kim Muir, County Clerk