

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



**Madison County  
Commissioner Meeting Minutes  
March 25, 2024**

**Attendees:**

**Todd Smith, Commissioner Chairman  
Brent Mendenhall, Commissioner  
Dustin Parkinson, Commissioner  
Troy Evans, Deputy Prosecuting Attorney  
Kim Muir, County Clerk**

**ACTION ITEMS**

This meeting was streamed electronically.

Pledge of Allegiance: By all

Invocation: Commissioner Parkinson

**Calendar Discussion:**

The next Commission Meeting will be on April 8 and 22, 2024. There will be a Department Head Meeting on April 22<sup>nd</sup>. Vehicles and building employee morale to be discussed.

**Schedule of Commissioners:**

IAC Spring training – May 3, 2024.

**Discussion Items:**

Administration fee update: Commissioners will review this further at an upcoming meeting.

Non-Medical temporary Indigent assistance limits: The Commissioners reviewed proposed changes in the allowable household expenses and the percentage paid by the County. Each item was discussed and new amounts were noted. For rent, the county will pay 75%, not to exceed \$900. An Ordinance will be drafted for the next agenda.

Coroner - changes in autopsy requirements: Commissioner Smith and Sam Butikofer attended a meeting regarding the Pathology Agreement with Bannock County. Bannock County would like to set up a subscription model and have a board appointed. They would charge an annual fee based upon population. Some coroners are currently not doing autopsies because of the expense and commute to Boise. The current costs of driving a decedent to Boise rather than to Pocatello should be considered. This matter will be on a future agenda.

2025 Budget discussion: An approximate 3.3% increase in COLA for the 2025 budget year was discussed. The Commissioners considered what the City of Rexburg is offering. Ann Marie will calculate the median salary in the County and a flat rate option. Retiree's golf discount, update

from the City. The City has approved the discount for those meeting the rule of 80 or 90. Paul suggests the county and city don't need to do the same thing. A distinct number of years of service would be the simplest. The Commissioners will respond to the City that neither should do anything until we all hear the recommendation from the golf board.

HOPE Center grand opening: The committee members would like the Commissioners to attend April 8th at 1:30 p.m. Commissioners Smith and Parkinson will be available attend.

**Contracts/Documents: Review and sign**

After review and discussion, Commissioner Mendenhall made a motion to approve to appoint Scott Rigby as the Madison County District #5 Animal Damage Control Board Member in the Idaho Wool Growers Association. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve giving the Chairman authorization to sign the D.L. Beck start of work contract once received back from the contractor for the Hibbard Roundabout project. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve the Agreement for Services for the Wood Court and Veterans Treatment Court with Bonneville County. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve Acme Pro Pyro Professional Display Contract for the Rodeo, June 29, 2024. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve LCD Productions Agreement for Corie J, Hypnotist for the Fair, August 14 – 17, 2024. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve Capital International Productions Inc, Agreement for fair entertainment in the amount of \$13,500. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve a Beer and Wine License for Café Sabor. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

**Broadband grant application:**

Paul discussed a grant application he is preparing to apply for a broadband action team grant for planning and educating the public on the fiber being installed as well as security. The county would match \$10,000 and Fybercom would match \$10,000. Community meetings would be scheduled in different areas. Paul will discuss with Sugar City and Salem, but each community would need to apply separately.

After review and discussion, Commissioner Parkinson made a motion to authorize the Chairman to sign the pending broadband grant application. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

**Routine Matters:**

After review and discussion, Commissioner Mendenhall made a motion to approve the claims presented by the Clerk in the amount of \$556,998.15. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the meeting minutes of March 11, 2024. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

**Personnel Actions:**

After review and discussion, Commissioner Parkinson made a motion to approve the Personnel Actions. 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 Ryan Smith and Hallie Tietjen. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

**Public Comment:** No one present to comment.

**Executive Session:** Commissioner Smith made a motion to go into Executive Session at 9:09 a.m. Idaho Code § 74-206(1)(b) employee matters and (d) exempt records, Ann Marie Sorensen, Indigent Clerk and (f) pending litigation. A roll call vote was taken as follows: Commissioner Smith – yes, Commissioner Mendenhall – yes Commissioner Parkinson – yes. The motion passed. Commissioner Smith returned to open session at 10:24 a.m.

After review and discussion, Commissioner Mendenhall made a motion to sign Lien Releases for Case No's 2008008 and 2011053 and an Approval for Non-Indigent Case No. 2024007. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

**Road & Bridge:** Bid Opening for crosswalk and signage grant project in Sugar City. There was only one bid to open from JM Concrete Inc.

**Gary Armstrong:** Findings of Fact – Zone Change from Agricultural to Commercial for property owned by Mills Development LLC. The subject property is approximately 18 acres, and currently identified as Agricultural on the Madison County Zoning Map. Lands to the East of the parcel are identified as Commercial on the Madison County Zoning Map. The application is to change the zoning from Agricultural to Commercial. The lands are identified as Retail (Commercial) in the Madison County Comprehensive Plan.

After review and discussion, Commissioner Parkinson made a motion to approve the Findings of Fact – Zone Change from Agricultural to Commercial for property owned by Mills Development LLC. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve Ordinance No. 486 - Zone Change from Agricultural to Commercial. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

Comprehensive Plan update: Gary said they had a meeting to introduce the Plan and let people review it. It was advertised in the paper and social media and on the loop board.

**Shawn Boice:** Hardship cancellation/house fire Linda Mace, Ag/Site/Non-Profit exemptions.

Shawn reported the State had given them a great score on assessing property. His office is still trying to error on side of the taxpayer, and can go as low as 90% in assessinand still be compliant. The Ag assessment values are staying up with capitalization rates.

A discussion was had on the Linda Mace home. The house fire of Linda Mace was a total loss and she had no insurance. Garage and land will stay for assessments. After review and discussion, Commissioner Mendenhall made a motion to approve a hardship cancellation/house for Linda Mace. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve a Site Improvement Exemption for Mack Shirley. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the Site Improvement Exemption for Yellowstone Townhomes. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve a Site Improvement Exemption for Teton Heights Condominiums. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve a Site Improvement Exemption for Founders Square, Phase 3. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve the Ag Exemption for Irie Property Holdings. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve a Site Improvement Exemption for Sunset Estates. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

The Commissioners discussed Goodwill. Goodwill is government subsidized and not for profit. In their organization, any monies they make are dumped back into their programs and into the communities. They filled out a long form for the Assessor's Office and they do create a profit.

Goodwill would like to have \$10,000 written off. After review and discussion, Commissioner Mendenhall made a motion to table the Goodwill matter until April 22<sup>nd</sup> in order to have time to further review the application. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve a Property Tax Exemption for Twin Pines Apartments. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve a Property Tax Exemption for Lighthouse Bible Baptist Church. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve a Property Tax Exemption for Development Workshop. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

**Scott Johnson:** Discussion on Economic Development

Medco changed their name to MEPI when Scott came on. Commissioner Mendenhall pointed out that our ordinance still says MEDCO and the wording was never changed and needs to be updated on our ordinance and our role in MEPI. Scott said board members include the Mayor of Rexburg, Madison County Commissioner, BYU-I Engineering and Business professors as well as representatives from campus and private sectors. Entrepreneurship is one of the roles MEPI plays as well as the development of new businesses and the growth of current businesses. MEPI is also involved in business expansion and recruitment and conducts familiarization tours where they bring in CEO's of companies they think should be in Rexburg. Our community wants businesses and jobs for kids and businesses want talent and talent wants a great place to live.

MEPI has a startup weekend where they teach people how to start with their ideas and give away \$10,000 at a competition. Commissioner Mendenhall asked Scott to get them a copy of the bylaws and any other formation documents he may have so we can be sure we are following them. We want to make sure the needs of the County are met.

**5-C:** Juvenile detention discussion and decision.

Commissioner Smith attended a meeting two weeks ago. It was a good meeting overall about what we do, why we do what we do and then what we are going to change. They talked about ways to cut the budget, transferring employees over to Madison County and increasing charges to other states.

Commissioner Smith says he is still not convinced the detention center will cost us as much as they think if we got rid of the treatment side and do detention only, but there is no way to know until implemented. The structure is currently top heavy. Teton County would like to commit to decrease the budget by 10%, but Commissioners would like to see a 25% decrease. If Madison becomes the fiscal agent, employees would need to be transferred December 1, 2024 to give them 30 days for benefits to start January 1st. We have until April 1<sup>st</sup> to give notice if we are going to get out of 5-C. Commissioner Smith asked if each commissioner felt like they are moving in a

right direction to commit to another year? We have the consensus that something needs to change from 3 out of 5 counties. Commissioners feel comfortable that we are heading in the right direction, but want to be more aggressive than a 10% reduction. Commissioner Parkinson sees no reason we could not bump all states an additional \$100 per bed per night and suggests increasing an immediate \$25 daily bed charge change now and reevaluate the bed night cost and bring it more in line every year. The fiscal agent turnover is big and the County workers compensation rates will increase because of the claims.

Commissioner Smith reemphasized he is fine going one more year while things are sorted out. Since Madison County could become the fiscal agent, adding an additional clerk in the Clerk's office might need to be discussed although Commissioner Smith thinks billing, etc. is done on site. Commissioner Parkinson thinks we should ask for a commitment of a 25% reduction in our contributions based on Madison County being the fiscal agent but Commissioner Mendenhall stated we are not going to stop at 25%. That is just the starting point. He feels like Fremont and 5-C need to grasp that we are serious and will pull out of 5-C if necessary.

After review and discussion, Commissioner Parkinson made a motion to update the board through Chairman Smith that we must have a minimum of a 25% decrease in contributions for us to stay in 5-C this upcoming year, as well as Madison becoming the fiscal agent, and that 25% is just the starting point; we will be seeking more next year. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

Commissioner Smith made a motion to adjourn the meeting at 1:20 p.m. Commissioner Mendenhall seconded, and voting was unanimous. The motion passed.

Approved:

Todd Smith, Commissioner  
Brent Mendenhall, Commissioner  
Dustin Parkinson, Commissioner

Attest:  
Kim Muir, County Clerk