



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

**Madison County  
Commissioner Meeting Minutes  
May 22, 2023**

**Attendees:**

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

**ACTION ITEMS**

This meeting was streamed electronically.

Pledge of Allegiance: By all

Invocation: Troy Evans

**Calendar Discussion:**

- Next Commission Meetings: June 12 and June 26, 2023
- Budget meetings with Commissioners: June 2, 2023 8:30 a.m.
- Budget meetings with Department Heads and Elected Officials: June 28-29, 2023 8:30 a.m.-Noon

**Discussion Items:**

Capital Improvement Plan: A meeting will be held with Cameron Aerial June 26 at 10:30 to review.

**Contracts/Documents:**

After review and discussion, Commissioner Mendenhall made a motion to approve the Canvass of Votes for the May 16, 2023 Library Election. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve the Right of Way Contract, West Side Frontage Road. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve and ratify signature of the PDC FY2024 Financial Assistance Application. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve Consultant with Logan Simpson for Professional Service – County Comprehensive plan. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve the letter to Sugar City regarding their request for impact area. Commissioner Parkinson seconded and voting was unanimous. The motion passed. This was mailed to Sugar City.

**Routine Matters:**

After review and discussion, Commissioner Parkinson made a motion to approve the claims presented by the Clerk. The grand total of claims was \$1,124,774.90. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Parkinson made a motion to approve the meeting minutes of May 8, 2023. 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 Parkinson seconded and voting was unanimous. The motion passed.

**Certificates of Residency:**

After review and discussion, Commissioner Mendenhall made a motion to approve the Certificates of Residency as received for Brittany Lervold. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

**Jared Arnold, General Services:**

Jared would like to purchase a drone for spraying in the hills where the terrain is steep and dangerous to be on a four-wheeler. There may be a potential to reduce four-wheelers and other equipment in the future. This would be a capital expense.

After review and discussion, Commissioner Mendenhall made a motion to approve the purchase of a T10 drone for Mosquito and the T20 will be moved to the Weed Department. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

Fencing for the Administration Building basement storage. Jared has looked into chain link fencing and presented bids. Commissioners approve using what is currently in the budget to complete the project.

**Public Comment:** Lance, with County Extension was present to ask about finishing the whole basement storage rather than doing one side at a time. This matter will be looked into further.

**Executive Session:** Commissioner Smith made a motion at 9:01 a.m. to go into Executive Session, under Idaho Code § 74-206(1)(b) employee matters and (j) contract matters. A roll call was taken as follows: Commissioner Smith-yes, Commissioner Mendenhall-yes, Commissioner Parkinson-yes. The motion passed. Commissioner Smith returned to open session at 9:47 a.m.

**Chase Hendricks, and Upper Valley Board of Guardians:**

Chase is making the rounds through the southeast Idaho counties. Chase does some work through Jefferson County. He previously worked for Bingham County where they had a good functioning Board of Guardians. There is a need for this in Madison County and he would like to get the program up and going to meet the needs of the county. He needs a person from Madison County to be on board and would like to have someone appointed. This is not a big commitment, there is a Zoom meeting one time a month to assess needs. Most of the work is on the attorneys to get guardianship on an incapacitated adult.

**Sugar City impact area of impact:**

This area is seeing growth and a failure to plan would be problematic. The east side of town is ready to grow. He believes it is confusing on who has jurisdiction in impact areas. Commissioner Smith said we follow their zoning rules but make the final decision on it. There is an ordinance in place that clarifies this between the county and all cities. Areas of impact should be planned for growth and development and are critical in making it easy for developers to build. Getting ahead of growth is a priority. Gary Armstrong communicated to Sugar City. We need to find flexible and easy solutions for land owners and developers.

**Paul Sorensen , broadband discussion:**

Paul sent RFPs for professional services on April 17<sup>th</sup> and got two responses back from both Fybercom and Silver Star. The City of Rexburg signed a contract with Silver Star and Paul proposes we don't except either proposal and let the private industry take care of affordable broadband for the residents. Commissioner Smith is fine doing letters of support since we are looking at partnership on construction only.

After review and discussion, Commissioner Parkinson made a motion to deny both responses from Paul's request for proposals. Commissioner Mendenhall seconded and voting was unanimous. The motion passed.

**James Corbett, Eastern Idaho Public Health, Annual budget meeting:**

James presented a FY24 budget, their goal is for healthy people and healthy communities and they want people to know they are there for them. They are not asking for increase from counties overall, but fluctuations occur year to year due to the appropriation formula. Teton County is experiencing the largest adjustment because of their growing population and an increased property tax valuation. Commissioner Mendenhall, who is the Vice Chairman the board, said they

spent time as a board coming up with figures looking and striving to provide services but being cognizant that they are using tax money.

After review and discussion, Commissioner Smith made a motion to appoint Commissioner Mendenhall as Chairman for EIPH FY24 budget hearing. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve appointment of John Walker to the EIPH board. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

After review and discussion, Commissioner Mendenhall made a motion to approve nomination of Blair Dance to EIPH board. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

**Angie Moffat, Darrel Dickson, June penalty and interest (payment plan):**

Darrel owns Aspen Village at 545 S 2<sup>nd</sup> E. He is only half full right now and that revenue is where he pays June 20<sup>th</sup> property taxes. He is cutting expenses where he can. He is asking to pay a portion of June 20<sup>th</sup> taxes now and then have until the end of October to pay balance.

After review and discussion, Commissioner Smith made a motion to approve Darrel Dickson's June 20<sup>th</sup> taxes to be paid in 1/3 and the remainder to be paid by the end of October with interest and penalties added if not paid by October 31, 2023. Commissioner Parkinson seconded and voting was unanimous. The motion passed.

**Sam Butikofer, coroner, regarding Sugar City property:**

Sam presented a proposal with considerations for the Commissioners to think about. Plans were shown that were drawn up at no cost to the county of a general outline of what a coroner building could look like. Sam thinks we can build for \$700,000-800,000, it could be less or more, depending on who the contractor is.

A discussion about capital improvement projects in the county is happening on June 26<sup>th</sup> and no decisions will be made at least until then. We need to pull all of the counties needs together and discuss how we are going to fund them. Commissioner Smith would like this to be in a public meeting. There was a discussion about immediate needs of finding a new place for coroner's files and a peaceful setting where Sam can meet with families.

**Cole Hibbard, GIS Department Report:**

He stated the way we operate, with the City of Rexburg and Madison County, they record everything with the county. They record Ordinances and Resolutions with the County. Cole showed the updated GIS maps and new features of the system. New options were also discussed.

Commissioner Todd Smith made a motion to adjourn the meeting at 1:15 p.m. Commissioner Mendenhall seconded and voting was unanimous.

Approved:

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

Attest:

Kim Muir, County Clerk