

RECORD OF THE PROCEEDINGS OF THE BOARD OF
COUNTY COMMISSIONERS, LEWIS COUNTY, IDAHO

June Term

First Day

June 6, 2011

The Board of Lewis County Commissioners met in regular session with Carroll A. Keith, Chairman; Charles E. Doty and Don Davis, Members; and Cathy Larson, Clerk, present.

The 4-H Ambassadors met to give a presentation to the Board. Those present were: Carmen Kopel, Kerstin Kopel and Morgan Howard all from Nezperce. Also scheduled was Ryan Simler whose presentation was given by Julia Stapleton, 4-H Administrator. Ryan started a job and was unable to attend.

Julia Stapleton, 4-H Administrator, met to ask that she be able to use her vacation she has accrued for a scheduled vacation, since she is in the introductory period of her new position. The Board stated if her Supervisor, Ken Hart, does not have a problem with it, they are fine with it also.

She also has an old flat bed scanner that the office no longer needs. The Board gave her permission to sell it.

Dave Hasz, Emergency Management Coordinator, met to discuss various items as listed: He received information from a company that does mosquito abatement if the County needs it; Mass Fatality Summit in Lewiston, June 16; Broad Band Tower – there is still water in the hole where the tower is to be placed; Idaho State Fire Plan Working Group meeting June 22 & 23; Narrow banding of radio frequency in August; He met with the City of Kamiah to discuss their PDM; He discussed future planning costs for Multi Hazard Plan with other entities and submitted Resolution #2011-06 for the Boards consideration; he will be meeting with Craigmont, Nezperce and Winchester fire departments to discuss an anhydrous leak exercise in Craigmont on the evening of June 6.

Commissioner Keith moved to adopt Resolution #2011-06 – Adoption of Updated Lewis County Multi-Hazard Mitigation Plan(2011 Revision); Resolution #2011-07 – Reimbursement for Weed Control and Resolution #2011-08 – Budget Transfer for Administrative Assistant transfer budget from Planning and Zoning, Emergency Management and Weed Control to Extension. Commissioner Davis seconded the motion and a unanimous ballot was cast.

Commissioner Keith moved to add Coroner Bob Pratt to the agenda to discuss autopsy report. Commissioner Doty seconded the motion and a unanimous ballot was cast.

Coroner Bob Pratt met to report the autopsy report is in on the body found in Washington. It did not tell him anything he did not already know. The official identification of the body will not be complete from ISP for another three to four weeks. Currently the body is being stored at \$45.00 per day until this process is complete.

Commissioner Davis moved to approve the minutes of May 23, 2011. Commissioner Doty seconded the motion and a unanimous ballot was cast.

Pauline Malone, Treasurer, submitted in writing a Request for Cancellation on parcel #RPK0210004001A in the name of Kevin Moran in the amount of \$16.35 in late charge because an error was made in the Treasurer's office by not getting the credit card payment applied properly. Commissioner Keith moved to approve this request. Commissioner Davis seconded the motion and a unanimous ballot was cast.

Pauline Malone, Treasurer, asked about mobile homes that have been condemned and removed from the property roll. When should she remove the solid waste fee? The Board agreed this would be the protocol to follow.

Alessia Winner, E911 Coordinator, met to give the Board an update on the newly installed E911 system and how it is working.

Brian Brokop, Sheriff, met to discuss K-9 medical insurance. The premium would be approximately \$12.00 per month. This coverage would be on "X" only. Once Kito is certified he will be covered. This premium will be paid from the K-9 fund – not using any tax payer dollars.

Brian reported that the two officers on FTO are doing well.

Brian reported on an incident that took place during Court last week. For security purposes, he thinks there should be a phone put into the Magistrate Courtroom. The Board stated that if the Judge agrees they are fine with a phone being put in. Cathy Larson, Clerk, stated there is a Court Facility Fund that can be used for upgrading/improvements to the Court. This money comes from fines that are paid and so any upgrade would not cost tax payer dollars.

Brian stated that with the new E911 equipment and lines installed, the County now has 6 lines vacant. He stated he would like to set it up so that all calls coming into dispatch would be recorded and use one of those vacant 911 lines as an administrative line. Commissioner Doty moved to allow the use of one of these lines for the Sheriff's office, 2 lines for the Auditor/Indigent/Commissioner and 1 for Emergency Management. Commissioner Keith seconded the motion and a unanimous ballot was cast.

Brian reported that one of the vehicles needs approximately \$1,000.00 work done. He reported that Jason's vehicle seems to be working correctly now. Brian reported he is back to square one on finding leased vehicles. He is still searching to find suitable vehicles. It was discussed if cars should be purchased for summer, spring and fall and use the SUV's during the winter.

11:45 a.m. – Commissioner Davis moved to go into executive session as per I.C. 67-23454(1)(d). Also present was Michelle Lyons, Social Service Director. Commissioner Keith seconded the motion. Roll call: Keith – aye; Doty – aye and Davis – aye.

11:50 a.m. – regular session resumed.

Michelle Lyons, Social Service Director, met with application #2011-18 and submitted the Clerk's Statement of Findings. Commissioner Keith moved to approve this application based on the Clerk's Statement of Findings and set reimbursement at \$5.00 per month, unless the applicant is back to work or is approved for disability with payments to begin October 15, 2011. Commissioner Davis seconded the motion and a unanimous ballot as cast.

The indigent appeal hearing scheduled for this afternoon at 1:00 p.m. on application #2011-07 has been cancelled as the appellant has withdrawn their appeal.

Meeting adjourned until Monday, June 13, 2011.

Attest: _____
Cathy Larson, Clerk

Carroll A. Keith, Chairman

RECORD OF THE PROCEEDINGS OF THE BOARD OF
COUNTY COMMISSIONERS, LEWIS COUNTY, IDAHO

June Term

Second Day

June 13, 2011

The Board of Lewis County Commissioners met in regular session with Carroll A. Keith, Chairman; Charles E. Doty and Don Davis, Members; and Cathy Larson, Clerk, present.

Commissioner Keith moved to amend the agenda to include Jason Davis, K-9 Officer to discuss uniforms. Commissioner Davis seconded the motion and a unanimous ballot was cast.

Jason Davis, K-9 Officer, met to discuss uniforms for the K-9 officers. His supervisor suggested the K-9 officers have different uniforms than the regular deputies. These uniforms are over \$300.00 each; however they are made of stronger materials to withstand the wear and tear of the activities that the K-9 Officers go through. Commissioner Davis moved to have the new uniforms be all black. Commissioner Doty seconded the motion and a unanimous ballot was cast.

Jason also reported that since he last visited with the Board, he and K-9 "X" have had four patrol deployments and three drug deployments.

Commissioner Keith moved to approve the minutes of June 6, 2011. Commissioner Davis seconded the motion and a unanimous ballot was cast.

John Goffinet with Goffinet and Clack met with the audit for fiscal year 2007(10-01-2006 thru 09-30-2007). Commissioner Keith moved to accept the financial statement for fiscal year ending 2007. Commissioner Doty seconded the motion and a unanimous ballot was cast.

Commissioner Davis move to have the Chairman sign the Client Representation letter. Commissioner Doty seconded the motion and a unanimous ballot was cast and the Chairman signed the letter.

Patrick and Marietta Holcomb with Walco, Inc. met to discuss budgets. They are asking for a 3% increase for this year which would be a \$347.35 per month increase. Discussion was had on improving the sites in Lewis County and the cost. Commissioner Davis moved to approve the 3% increase. Commissioner Doty seconded the motion and a unanimous ballot was cast.

Shelley Ponozzo, Planning and Zoning Coordinator, and Jim Yeoman, Building Inspector, met to update the Board on his activities. He reported that the City of Nezperce has asked him to take over as their building inspector. Jim reported that there is a construction job in the City of Reubens and was informed that the City does not require building permits. The Board suggested he visit with the Prosecutor on this matter.

Shelley spoke about the new permits her office has seen. She also stated that she will be correcting some rural numbers that are not correct. (Handout) Under PIO, Shelley stated she is having problems getting the new software to work with the old software.

11:15 a.m. Commissioner Keith moved to go into executive session as per I.C. 67-2345(1)(d). Commissioner Davis seconded the motion. Roll call: Keith – aye; Doty – aye; Davis – aye.

11:20 a.m. – Regular session resumed.

Michelle Lyons, Social Service Director, met with application #2011-20 and submitted the Clerk's Statement of Findings. Commissioner Davis moved to deny based on the Clerk's Statement that the applicant is not medically indigent. Commissioner Doty seconded the motion with Commissioner Davis and Doty voting for and Commissioner Keith abstaining because of personal knowledge of the individuals.

Commissioner Davis moved to amend the agenda to add Pauline Malone, Treasurer, to discuss personal property tax bills when there is no property to collect from. Commissioner Doty seconded the motion and a unanimous ballot was cast.

Pauline Malone, Treasurer, met to discuss personal property for a business that does not have any property to attach. Commissioner Davis has some knowledge on this property. The Board agreed that the taxes should be cancelled as there is no property to attach. Commissioner Keith moved to cancel the taxes on PPC05-0108 in the name of High Country Contracting in the amount of \$142.01 because there is not property to go after. Commissioner Doty seconded the motion and a unanimous ballot was cast.

Commissioner Doty moved to approve the claims as submitted. Commissioner Keith seconded the motion and a unanimous ballot was cast. The claims are as follows:

Current Expense Issue	\$53,654.93
District Court Issue	11,237.57
Justice Fund Issue	79,300.21
County Indigent Issue	36,737.74
Valuation Issue	4,359.78
Solid Waste Fee Issue	20,170.25
Weed Control Issue	689.57
County Election Fund Issue	11,570.28

Brian Brokop, Sheriff, met to discuss communication from the courtroom to dispatch. He also asked about the camera for the booking room. He stated Computer Arts has agreed to taking half of the payment this fiscal year and balance next fiscal year. He is to give Computer Arts two proposals. Commissioner Davis moved to purchase the camera for the booking room with half of the funds from this fiscal year and half from next fiscal year. Commissioner Doty seconded the motion and a unanimous ballot was cast.

Brian stated that he and some of the Search and Rescue members attended the State Search and Rescue School that was hosted by Clearwater County over the weekend.

The uniforms Jason Davis previously brought before the Board was discussed.

The phone lines were discussed. It was decided that one phone line will be used in the Sheriff's office; 1 for indigent office; 1 for Commissioner/Auditor and 1 for Emergency Management/Weed/P & Z for dedicated fax line. The other two lines that are available will be shut off.

The following reports were examined and approved for May, 2011: Assessor's Motor Vehicle - \$15,428.10 (\$14,962.60 State & \$465.50 County) and Miscellaneous Fees - \$2,651.80; Sheriff's Drivers License - \$2,552.00 (\$2,018.50 State & \$533.50 County) and Revenue & Non-Revenue: \$922.91. The Auditor's Quarterly Fee Report in the amount of \$4,631.15 (\$4293.00 County & \$338.15 State)

Commissioner Keith moved to recess for Board of Equalization. Commissioner Doty seconded the motion and a unanimous ballot was cast.

Regular session resumed.

Meeting adjourned until Monday, June 20, 2011.

Attest: _____
Cathy Larson, Clerk

Carroll A. Keith, Chairman

RECORD OF THE PROCEEDINGS OF THE BOARD OF
COUNTY COMMISSIONERS, LEWIS COUNTY, IDAHO

June Term

Third Day

June 20, 2011

The Board of Lewis County Commissioners met in regular session with Carroll A. Keith, Chairman; Charles E. Doty and Don Davis, Members; and Cathy Larson, Clerk, present.

Concerning resolution #2011-04 – it has been discovered there are two resolutions with that number. Commissioner Keith moved to keep the resolution dealing with the Disaster Declaration as 2011-04 and the resolution for Planning and Zoning be changed to Resolution #2011-09. Commissioner Davis seconded the motion and a unanimous ballot was cast.

The phone lines were discussed. Cathy Larson, Auditor, reported that Qwest has told her we cannot use the old 911 lines for regular phone lines. She would like to still get a line for the Commissioner/Auditor and Indigent office. Commissioner Doty moved to allow this expense. Commissioner Keith seconded the motion and a unanimous ballot was cast. The other lines discussed for the Sheriff's office and P& Z and Weed will have to be decided upon by the respective offices and the Board.

The Board reviewed the proposals for air conditioning for the Computer Room. The County received three proposals. Commissioner Davis moved to accept the Quality Heating bid out of Grangeville. Commissioner Doty seconded the motion and a unanimous ballot was cast.

The maintenance on the new E911 equipment was discussed. The maintenance is annual and covers 50 hours and 4 emergency callouts – after hours. Unused time can be rolled over for a maximum of one additional year. Commissioner Doty moved to have the maintenance on the system for approximately \$5250.00. Commissioner Davis seconded the motion and a unanimous ballot was cast.

The Board reviewed the request for property exemption from Highland School District on parcel #RP34N01W334000 and City of Reubens on parcel RPR0410011003B and RPR0000002240C because the School and City are exempt entities. Commissioner Davis moved to approve these exemption requests. Commissioner Doty seconded the motion and a unanimous ballot was cast.

Commissioner Keith moved to approve the minutes of June 13, 2011. Commissioner Doty seconded the motion and a unanimous ballot was cast. Commissioner Keith also moved to amend the May 2, 2011 minutes to include the approval of the April 25, 2011 minutes and amend the February 22, 2011 minutes to change the Sheriff's Revenue and Non-Revenue amounts from \$1,301.18 to \$1,364.62 due to a clerical error. Commissioner Doty seconded the motion and a unanimous ballot was cast.

Dave Hasz, Emergency Management Coordinator, met to visit with the Board about the EMPG grant and steps the State is requiring us to take to be able to participate in the grant.

Leslie Snyder, Assessor, met to discuss a request that she has received concerning property being rented by a fire district and having the property exempted. After discussion the Board determined that they would not allow this request. Other emergency entities pay property taxes on their buildings.

10:03 a.m. – Commissioner Keith moved to go in to executive session as per I. C. 67-2345(1)(d). Commissioner Davis seconded the motion. Roll call: Keith – aye; Doty – aye; Davis – aye.

10:05 am. – Regular session resumed.

Michelle Lyons, Social Service Director, submitted application #2011-25 with the Clerk's Statement of Findings. Commissioner Keith moved to deny based on the Clerk's Statement of Findings. Commissioner Davis seconded the motion and a unanimous ballot was cast.

Michelle also presented an update on the budget. Another item discussed was what to do with bills the County receives for cases the County never received an application for. The Board stated she should send them back to the provider stating it is not a Lewis County bill. Jail medical was also discussed. The Board determined that jail medical expenses will now be part of the Sheriff's budget as it states in the Idaho Code.

Commissioner Keith moved to approve the late claims in the amount of \$1779.94. Commissioner Doty seconded the motion and a unanimous ballot was cast.

Pauline Malone Treasurer, met to discuss a questionnaire she received concerning tax deed sales.

Julia Stapleton, 4-H Program Manager, met to give the Board an update on the office. Also present was Ken Hart, Extension Educator.

The Board conducted the quarterly jail inspection.

Meeting adjourned until Monday, June 27, 2011.

Attest: _____
Cathy Larson, Clerk

Carroll A. Keith, Chairman

RECORD OF THE PROCEEDINGS OF THE BOARD OF
COUNTY COMMISSIONERS, LEWIS COUNTY, IDAHO

June Term

Fourth Day

June 27, 2011

The Board of Lewis County Commissioners met in regular session with Carroll A. Keith, Chairman; Charles E. Doty, Member; and Cathy Larson, Clerk, present. Commissioner Davis was absent.

Commissioner Keith moved to approve the minutes of June 20, 2011. Commissioner Doty seconded the motion and a unanimous ballot was cast.

Concerning the Property Tax Exemption Applications the Board approved last week, Commissioner Keith moved to remove those properties from the 2011 tax roll. Commissioner Doty seconded the motion and a unanimous ballot was cast. Those properties are RP34N01W334000 for Highland School District, RPR0410011003B and RPR0000002240C for the City of Reubens.

Judy Culver, Project Manager from Clearwater Management Council, met to give a report on what the Clearwater Management Council is and does. (Power point handout)

Bob Pratt, Corner, met to report on his office. He has received another bill on the autopsy that was done in Ada County. He has not received any information on the DNA results for the body found in the river. Kim Torgerson, Prosecutor, will check with ISP on the progress. Bob also reported he has been pursuing another avenue for autopsies in Spokane. He will keep the Board posted on what he finds out.

Kimron Torgerson, Prosecutor, met to report on his office. He is planning on filing charges concerning the missing person once he has received the DNA conclusion.

Pauline Malone, Treasurer, met to report on her budget status. She has used more of the extra help hours because of her surgeries. She would like to have Lorraine work mornings and close in the afternoons while she is gone to convention and vacation. Taxpayers can leave their payments in the slot in the door and information can be available in the Assessor's office. She would put a notice in the paper stating all of this. The Board agreed that this would be ok.

The Board received a written proposal from Simmons Sanitation for a 3.6 percent increase. Commissioner Keith moved to approve this request. Commissioner Doty seconded the motion and a unanimous ballot was cast.

The Board reviewed the proposals that Auditor Cathy Larson submitted for carpet and window replacements.

The Board authorized the payment of the Coroner's credit card as a late claim for Current Expense in the amount of \$11.32 along with the Qwest and Avista bills as follows: Current Expense: \$3,125.39; District Court - \$96.17; Justice - \$472.58; and Revaluation - \$96.17.

11:06 a.m. Commissioner Keith moved to go into executive session as per I.C. 63-2345(1)(d). Commissioner Doty seconded the motion. Also present was Michelle Lyons, Social Service Director. Roll Call: Keith – aye; Doty – aye.

11:10 a.m. Regular session resumed.

Michelle Lyons, Social Service Director, met with application #2011-26, #2011-27 & #2011-28 and submitted their respective Clerk's Statements of Findings. Commissioner Keith moved to deny each case based on the Clerk's Statement of Findings. Commissioner Doty seconded the motion and a unanimous ballot was cast.

Michelle also presented the Medical Utilization Management Agreement renewal for the Board to review and approve. After due consideration, Commissioner Doty moved to sign the renewal. Commissioner Keith seconded the motion and unanimous ballot was cast.

The Board received a renewal on the EMS Mutual Aid Agreement. After discussion, Commissioner Keith signed this agreement.

Brian Brokop – Sheriff met to report that the engine in Officer Jason Davis's patrol vehicle has blown up again. Jail medical was discussed. Auditor Cathy Larson stated the Prosecutor determined that it should be paid from the Justice Fund. Therefore she put it in the Detention Facility with an amount of \$5,000.00.

The panic buttons were discussed. The Board asked if the dispatch could initiate the testing of the buttons as they are the ones that have the most to do when the testing is done.

Smoking around the front door of the Sheriff's office was discussed. The Board moved the receptacle 20 feet from the front door.

Meeting adjourned until Tuesday, July 5, 2011.

Attest: _____
Cathy Larson, Clerk

Carroll A. Keith, Chairman