

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

March Term

First Day

**March 5, 2012**

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 February 27, 2012. Commissioner Doty seconded the motion and a unanimous ballot was cast.

The Lewis Soil Conservation District met to present their budget proposal. Those present: John Miller, Jerry Reid, Kyle Meacham, Vern McMaster, Eric Hasselstrom, Dick Pentzer, Karol Holthaus and Elaine Sonnen. (Handout)

Bob Pratt, Coroner, met to report on a death in Kamiah last week. It could possibly become an Indigent matter. A bio-hazard team had to come from Spokane and do a clean up as the person had passed away approximately week ago.

Bob reported the City of Nezperce will help with the repair of the Search and Rescue building.

Dave Hasz, Emergency Management, met to discuss the final payment to Northwest Management of \$8,000.00. Cathy Larson, Auditor, stated the cost of digitizing the recorded documents came in approximately \$6,000.00 less than estimated so the funds could be used toward the match and the balance come from the SRBA funds.

Dave discussed the POD exercise in Kamiah on May 11 with Public Health Idaho North Central District; the Winchester and Craigmont Rural Fire project; and Radio Communications.

Dave discussed a new law that may affect the disbursement of Emergency Management Planning Grant (EMPG) funds and how it would affect the County.

Dave said the HAM Operator is having feed back issues through the cable the way it is set up now. They would like to change it. The Board deferred this to the Sheriff, as it would be in his office.

Pauline Malone – Treasurer met to ask to order Microsoft Office for a computer in her office.

She discussed the vehicle that she acquired as the Public Administrator. She has had a key made and gave it to Lisa so Randy Winner can see if it will start. Until then she will not try to sell.

Concerning the Pending Issue process, she will probably only have one property.

Brian Brokop, Sheriff, met to report the boat has been delivered and the pontoon boat has been taken to the boat shop to get the motor off, etc.

He has hired a new deputy that will start Wednesday. Mike Quintal has taken a job with the City of Grangeville, so they will still be down a deputy. Brian will be working to fill the Chief Deputy position.

Brian discussed giving an old badge for past employee.

12:15 p.m. - Commissioner Keith moved to go into executive session as per I.C. 63 -2345(1)(b). Commissioner Doty seconded the motion. Also present was Brian Brokop, Sheriff. Roll call: Keith – aye; Doty – aye.

12:16 p.m. – regular session resumed.

Kimron Torgerson, Prosecutor, and Zach Pall, Deputy Prosecutor, met to discuss the contract for the on line bonding. Kim’s opinion on this contract is it is not a good thing for the County to do. This contract does not indemnify the County in any way whatsoever. He feels the liability is too much for what benefit we would receive. The Board opted not to pursue this.

The following pre-approved claims were examined for Century Link: **Current Expense:** \$619.93; **Justice:** \$478.50; **Indigent:** \$50.15 and **Public Safety:** \$13.70.

Meeting adjourned until Monday, March 12, 2012.

Attest: \_\_\_\_\_  
          /S/  
Cathy Larson, Clerk

\_\_\_\_\_  
          /S/  
Carroll A. Keith, Chairman

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

March Term

Second Day

March 12, 2012

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.

Shandrie Stigum and Shelley Ponozzo met to discuss the Planning and Zoning Office. Shandrie put forth her ideas. The Board would like to visit with the other heads in the various offices before they make any decisions.

Commissioner Keith moved to approve the minutes of March 5, 2012. Commissioner Doty seconded the motion. A unanimous ballot was cast with abstention from Commissioner Davis as he was absent from that meeting.

10:50 a.m. – Commissioner Keith moved to go into executive session as per I.C. 67-2345(1)(d). Commissioner Davis seconded the motion. Also present was Michelle Lyons, Social Service Director. Roll Call: Keith – aye; Doty – aye & Davis – aye.

11:00 a.m. – Regular session resumed.

Michelle Lyons, Social Service Director, met with an appeal on application #2012-04. The Board set May 7, 2012 for the appeal date at 10:30 a.m.

Brian Brokop, Sheriff, met to report that Mike Quintal has left and Jason Davis has been appointed to the Chief Deputy position.

Brian presented a quote from Computer Arts, Inc. for a booking camera. This is an item he budgeted for this year. The amount would be \$4,781.80. The Board toured the area. Commissioner Davis moved to allow for this purchase. Should the amount of \$4,781.80 change, Brian will discuss with the Board again. Commissioner Doty seconded the motion and a unanimous ballot was cast.

The Board discussed the cost of lettering on the boat trailer and Humvee. Brian stated he will be looking at written estimates in the future.

11:25 a.m. – Commissioner Keith moved to go into executive session as per I.C. 67-2345(1)(b). Commissioner Davis seconded the motion. Also present was Brian Brokop, Sheriff. Roll call: Keith – aye; Doty – aye; Davis – aye.

11:50 a.m. – Regular session resumed.

The following reports for February 2012 were examined and approved: Assessor's Motor Vehicle - \$14,771.54 and Miscellaneous Fees - \$1,423.65 and Sheriff's Driver's License - \$2,573.00 and Revenue and Non-Revenue Fees - \$1,071.51.

Meeting adjourned until Monday March 19, 2012.

Attest:                   /S/                    
Cathy Larson, Clerk

  /S/    
Carroll A. Keith, Chairman

RECORD OF THE PROCEEDINGS OF THE BOARD OF  
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March Term

Third Day

**March 19, 2012**

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.

Bob Pratt, Corner, met to report on his office.

Brian Brokop, Sheriff, met to update the Board on the Boat. He has picked it up and it looks really nice. He spoke to the funding for the purchase – he cut the costs on the boat and trailer and would like to purchase equipment for the boat with the left over funds. He spoke to using current Vessel Fund monies if available for life vests and helmets for those involved in a search. Cathy Larson, Auditor, stated there is currently \$1,046.77 in the fund. The Board authorized the use of the funds for those purposes.

Brian reported that he has hired a new Deputy – Stephen Woolf. He has graduated from ISU and is POST certifiable after finishing our FTO(field training officer) program. Then Brian will need to send a certification request to POST for processing.

Concerning the booking camera, Brian would like to share the time when CAI comes to install the camera with other county jobs to be done. That would save funds from that line item. Dave Hasz, Emergency Management, also stated there have been funds made available that may be used for the camera.

Eddie Goldsmith will be here on Thursday, March 22 for an audit of the E911 Grant documents and funds.

10:00 a.m. – Commissioner Davis moved to get into executive session as per I.C. 67-2345(1)(a). Commissioner Doty seconded the motion. Also present was Sheriff Brokop. Roll Call: Keith – aye; Doty – aye; Davis – aye.

10:15 a.m. – Regular session resumed.

Cathy Bradley, Elections Clerk, and Cathy Larson, Clerk, met with the Board to canvas the Lewis County ballots for the March 13 school elections. The ballots were canvassed as follows:

Culdesac School #342 – Levy: Yes – 3  
**NO – 6**

Highland School #305 – Plant Facility – **Yes – 125**  
No - 57

Highland School #305 – Supplemental - **Yes – 113**  
No - 69

Forest Supervisor Rick Brazell and Elaine Murphy from the Nez Perce & Clearwater Forests met to discuss the Administrative Combination of the Nez Perce and Clearwater National Forest. (Handout)

Commissioner Davis moved to approve the late claims. Commissioner Doty seconded the motion and a unanimous ballot was cast.

The Board reviewed the proposals for new carpet in parts of the building and new windows. After review, the Board selected Touch of Glass for the windows in the amount of \$9,707.22. Concerning the carpet, the Board selected Skelton's proposal for \$10,656.96.

10:55 a.m. – Commissioner Davis moved to go into executive session as per I.C. 67-2345(1)(d). Commissioner Keith seconded the motion. Also present was Michelle Lyons, Social Service Director. Roll call: Keith – aye; Doty – aye; Davis – aye.

11:00 a.m. – Regular session resumes.

Michelle Lyons, Social Services, met with application #2012-06 and submitted the Clerk's Statement of Findings. Commissioner Davis moved to suspend this application because of the possibility of other resources and enroll the applicant in PCIP. Commissioner Keith seconded the motion and a unanimous ballot was cast.

The Elected Officials met to discuss various items. Employee appreciation was set for Tuesday, May 29 from 12:00 – 1:00 p.m. The Courthouse will be closed from 11:45 a.m. to 1:00 p.m. Updating the Elected Officials checking account was discussed. The Board authorized past employees be removed and Zachary Pall, Phyllis Richards and Shelley Ponozzo added. A copier for the Prosecutor's office was discussed. The Clerk will get quotes.

The Board and various Elected Officials attended a WEB EOC training at 1:00 p.m.

Meeting adjourned until Monday, March 26, 2012.

Attest: \_\_\_\_\_  
Cathy Larson, Clerk

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Carroll A. Keith, Chairman

RECORD OF THE PROCEEDINGS OF THE BOARD OF  
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March Term

Fourth Day

**March 26, 2012**

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 approve the minutes of March 19, 2012. Commissioner Davis seconded the motion and a unanimous ballot was cast.

The Board conducted their quarterly jail inspection for quarter ending March 31, 2012.

Kimron Torgerson, Lewis County Prosecutor, and Zach Pall, Deputy Prosecutor, met to discuss the Prosecutor's office.

Commissioner Keith moved to adopt Resolution #2012-04 for Unanticipated Revenue for the Indigent Fund. Commissioner Davis seconded the motion and a unanimous ballot was cast.

Bob Pratt – Coroner met to report on his office. On April 28 there will be Coroner and Deputy Coroner training in Lewiston at the Bramer Building. This training is State sanctioned so the attendees will get the hour credits. The County Deputies deputized as Deputy Coroners were discussed.

The Board approved a claim for \$8,000.00 as down payment for the carpet to be paid from the Snake River Adjudication Funds.

Pauline Malone, Treasurer, met with the Authorization to get a credit card for Zachary Pall from the Prosecutor's office.

Shandrie Stigum – Administrative Office Assistant met to submit and explain the grant funds for the Clearwater Basin CWMA. Commissioner Davis moved to sign the application. Commissioner Doty seconded the motion and a unanimous ballot was cast.

Cathy Larson, Clerk, asked to be able to obtain a credit card program so she can accept credit card payments for recording and copies in her office. The program does not cost the county. The Board authorized this once the Prosecutor has approved the addendum.

Cathy also presented a quote from T.C.B Mobile Bookbinding Company to purchase binders and sleeves for the three (3) old index books. These books are falling apart and the pages are getting brittle and breaking. The cost would be \$3,470.00 and the office will be saving \$500.00 to \$600.00 per book by putting the books together themselves. After due consideration, Commissioner Doty moved to allow this expense. Commissioner Davis seconded the motion and a unanimous ballot was cast.

Michelle Lyons, Social Services met to give a budget update.

Brian Brokop, Sheriff, and Perry Larson, Jail Administrator, met to discuss various items. Brian spoke to paying the lease payment on the vehicles in 2 payments instead of one lump sum. The Board stated it wouldn't make much of a difference.

Concerning the dishwasher in the kitchen, the sanitizer does not work. Right now the jailors wash the dishes by hand and use the dishwasher as a drying rack. The Health Department inspections have shown that this needs to be fixed. We would probably need to have an electrician come because current dishwasher uses a 110 circuit and the new one would be a 220 circuit because it uses hot water instead of bleach. Perry said the funds could come from the \$25.00 a day account which is money the County receives from prisoners. The Board authorized them to move forward on this project and get proposals for the electric upgrade.

The other item is purchasing a restraint chair. Lewis County is probably the only County that does not have one. The cost would be around \$1500.00 to \$1600.00. The funds would come from the Commissary and the \$25.00 a day account. The Board authorized this purchase.

Meeting adjourned until Monday, April 2, 2012.

Attest: \_\_\_\_\_ /S/  
Cathy Larson, Clerk

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Carroll A. Keith, Chairman