

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

October Term

First Day

**October 3, 2016**

The Board of Lewis County Commissioners met in regular session with Greg Johnson, Chairman, Carroll Keith, Don Davis Members and Alesia Winner, Clerk. Also present Mike Ponozzo and Mart Thompson.

Tim Smith from Kamiah met with the Board to discuss some issues he has with the Assessor's Office. His complaint was regarding a customer not being able to license a vehicle because they had 6C plates. The Board asked Mr. Smith to take his complaint to Shelley Brian and give her the opportunity to take care of the issue. The other issue he has is with the Prosecutor. He is tired of people getting arrested and then the charges are dismissed. Commissioner Johnson explained some of the process. The city of Kamiah has its own Prosecutor and when the paper publishes the dismissal they don't specify whose case it is. He also has a concern regarding known drug houses and nothing being done. His other concern is property taxes. He feels that they are too high. Commissioner Johnson explained that the portion received by the county is actually very small. The other funds are for schools, road departments, fire and cemetery districts as well as other taxing districts.

Commissioner Davis moved and Commissioner Keith seconded approving last week's minutes with all in favor.

Jason Davis, Chief Deputy met with the Board to give an office update. Fair weekend was busy but very few incidents. He gave an update on the vehicles and auction contract.

The Board reviewed the L-1 Certificate of County Levies. Commissioner Keith moved to approve. Commissioner Davis seconded with all in favor.

The Board reviewed the Kamiah City Contract. Commissioner Davis moved to approve. Commissioner Keith seconded with all in favor.

The Board reviewed Resolution #2015-25 County Policy Appendix. Commissioner Johnson moved to approve. Commissioner Keith seconded with all in favor.

Phone lines for Baldus Hall and Fair Board were discussed. The Board decided to leave the phone lines as is in the Baldus and tabled the discussion for the Fair Board.

Bob West, Emergency Manager met with the Board to discuss an inspection on the generator. Discussion was held on who will be the main contact for items related to the building generator. The Board requested that Bob find out what the price would be for an inspection. The Board decided to make the Emergency Manager as the main contact and to maintain maintenance records.



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October Term

Second Day

**October 11, 2016**

The Board of Lewis County Commissioners met in regular session with Greg Johnson, Chairman, Carroll Keith, Don Davis Members and Alesia Winner, Clerk. Public present Mike Ponozzo and Justin McLeod.

Commissioner Johnson moved and Commissioner Keith seconded approving last week's minutes with all in favor.

Tom Scott, Janitor met with the Board to discuss maintenance on the building generator. Tom has been taking care of the maintenance and will continue to do so.

Jason Davis, Chief Deputy met with the Board with an office update. Sheriff Brokop requested he speak to the Board about buying some jumpsuits from Orofino Police Dept. He is unsure what color they are. The Board requested Jason to check into the color and get back to them. Jason rejoined the meeting and the uniform jumpsuits are black he will talk to the Chief and see what price he can get them for.

The Board reviewed the monthly claims in the amount of \$ 42,621.72 Commissioner Johnson moved to approve. Commissioner Davis seconded with all in favor.

Commissioner Keith moved to approve the CEDA invoice in the amount of \$ 1,232.00. Commissioner Johnson seconded with all in favor.

The Board reviewed resolution #2016-26. Commissioner Johnson moved to approve. Commissioner Davis seconded with all in favor.

The Board reviewed and signed a letter of support for the Nez Perce Recovery and Resource Center.

Commissioner Johnson moved to approve the MOA between Nez Perce County and Lewis County for the detention of juveniles. Commissioner Keith seconded with all in favor.

Sandra Dulgar and Maryann Hess met with the Board to discuss the Board of Community Guardians. The Board is down two members they are in need of one for the Kamiah area and the Winchester area. They would also like to see one of the Commissioners attend there quarterly meetings. Term limits were also discussed. Maryann will need to be re-appointed. Commissioner Johnson will check on a couple of people from Kamiah. Commissioner Davis will work on the Winchester representative. Commissioner Keith moved to re-appoint Maryann Hess. Commissioner Johnson seconded with all in favor.

The Xerox and Computer Arts contracts were tabled until the Prosecutor has the opportunity to review it with the Board.

Pauline Malone, Treasurer met with the Board regarding Syl's. The locks to the building have been changed. The cost was \$159.00. Melissa Strand had emailed Pauline and she was told to make contact with the Clerk to set up a time to speak to the Board. The other property on Hill Street in Kamiah was discussed. The machines inside Syl's were also discussed.

10:34 a.m. - Commissioner Johnson moved to go into executive session per I.C. 74-206 (1)(d). Commissioner Davis seconded the motion. Also present was Michelle Lyons, Social Services Director. Roll call Johnson aye, Davis aye, Keith aye.

10:41 a.m. – regular session resumed.

Michelle Lyons, Social Service Director met with applications #2016-38; #2016-39; #2016-40. She submitted the Clerk's Statement of Findings. Commissioner Davis moved to a final denial on #2016-26 and deny #2016-39 not last resource approve #2016-38 and approve #2016-40 based on the Clerk's Statement of Findings. Commissioner Keith seconded with all in favor.

The Board attempted contact with a responsible party on the Hill St. property. A message was left.

Meeting adjourned until October 17, 2016

Attest: \_\_\_\_\_ /S/  
Alesia Winner, Clerk

\_\_\_\_\_ /S/  
Greg Johnson, Chairman

RECORD OF THE PROCEEDINGS OF THE BOARD OF  
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October Term

Third Day

October 17, 2016

The Board of Lewis County Commissioners met in regular session with Greg Johnson, Chairman, Carroll Keith, Don Davis Members and Tammy Frost, Deputy Clerk. Public present Mart Thompson.

Zachary Pall stated he has not filled out the Jurisdiction Survey, as he has not had time. He discussed the Computer Arts contract – version given to us does not reflect the changes reflected in the Latah County contract. Zach asked Computer Arts to revise our contract and he is awaiting that version. Copier contract – reviewing specific terms. Simmons Sanitation Contract – possible new contract would mirror's the Walco contract. These topics were all tabled until the Prosecutor can review them.

Mart Thompson discussed open range and herd districts within Lewis County. He wants to know within a herd district, what is the responsibility of the livestock owner if damage occurs because of the livestock. Mart would like a further review of this with Zachary Pall.

Commissioner Davis stated that Mary Bruder asked if the generator is removed, if the fair board can use that area for storage space.

Commissioner Johnson noted typo's in the previous minutes. Mary Ann Hess' name was spelled incorrectly and 'there' was changed to 'their' in that same paragraph. Commissioner Johnson moved and Commissioner Davis seconded approving last week's amended minutes with all in favor.

Commissioner Keith moved to approve the certificate of residency of Parker J. Boyer, Commission Davis seconded and Commissioner Johnson said aye.

Commissioner Johnson discussed the registration for training for new elected official training November 14<sup>th</sup> and 15<sup>th</sup> in Moscow. Commissioner Davis stated that they, the commissioners will complete the registration for all of Lewis County's newly elected officials.

Mart Thompson asked how the call in process works when it comes to the notification of the November 08, 2016, General Election results. The process was explained by Commissioner Johnson and Commissioner Davis.

Clearwater Management Council Annual Dues in the amount of \$600.00. Commissioner Johnson moved to approved payment of the dues, Commissioner Keith seconded with all in favor.

The Board reviewed the FY2016 monthly claims in the amount of \$11,660.94 and \$1,235.07 and the monthly claims for FY2017 \$51,862.16. Commissioner Davis moved

to approve. Commissioner Johnson seconded with all in favor.

The Board reviewed the following reports: Sheriff's Office report of driver's license in the amount of \$2,049.50; Sheriff's report of revenue and non-revenue \$1,432.89; Assessor's report of misc. fees \$1,278.31 and Assessors report of motor vehicle fees \$19,389.77.

Jason Davis, Chief Deputy met with the Board and stated that the Sheriff's Office with be receiving a K-9 bill from Ferdinand Vet Clinic will be coming through – Ruthie was spayed. Jason stated the Prosecutor will be writing up a contract between Idaho and Lewis Counties. They want the contract to reflect the ability for Lewis County to refuse inmates from Idaho County. This is due to the liability. Jason said he will talk with Carroll regarding getting a forklift. Regarding auction on vehicles – Jason said he would discuss this with Sheriff Brokop. Jason stated he would provide a list of all surplus vehicles to the commissioners by the end of the week for approval. They discussed the pontoon boat and whether or not it was S&R property. Jason asked about payment process for the new Sheriff's School. Commissioner Keith said that the county would pay for those costs.

Commissioner Johnson said he would contact Nez Perce County about the possible acquisition of our dive van.

Commissioner Johnson requested to add items for next week's agenda; Computer Arts contract and the Xerox contract.

Michelle Lyons, Social Services Director met with commissioners regarding Gary and Tracy Boltz. They are selling their Lewis County Property and plan on purchasing property in Juliaetta. Lewis County currently has a \$2,900.00 lien on their property. Gary is asking if Lewis County would subordinate on our lien. Once he sells his property, Gary would pay the lien in full. Michelle meet with the Prosecutor regarding the legal documents. This topic will be tabled until a later time.

Alana Curtis, Juvenile Probation Officer met with the commissioners regarding MOA for detention. Commissioner Johnson stated one copy was signed last week and they signed the second copy today. Alana gave updates on current Lewis County juveniles she is managing.

Alana also discussed the Community Incentive Program and gave a brief rundown of the program.

Perry Larson, Coroner met with the Board to discuss the state meeting he had in Idaho Falls last week. Perry also discussed a moving conveyance and what Idaho Code states regarding declarations of death. Perry stated he has been appointed the Region 2 Representative of the Idaho State Coroner's Association. Perry also received his Basic Certificate for the American Board of Medical Legal Death Investigators.

Cindy Nelson, Planning and Zoning Office Assistant met with the Commissioners. Cindy stated there will be a P&Z meeting Wednesday. Cindy presented an office update.

Commissioner Johnson said he talked with Mary Ann Hess and that Lewis County only needs one more member for the Board of Community Guardians.

Commissioner Johnson placed a call to Ms. Ridley regarding the past due taxes on her mother's home at 1401 Hill Street. He left a message on her phone to call the Treasurer or the County Clerk.

Brian Brokop, Sheriff met with the Board to discuss two claims that were not paid for the Search and Rescue. Claims were for the retrieval of military Polaris 500 ATV, as well as the maintenance claim on the 6X6. Meals and lodging claim to Don Wilson in the amount of \$108.88 and Buds' Power Sports bill in the amount of \$100.95. Commissioner Johnson moved to approve. Commissioner Keith seconded with all in favor.

Meeting adjourned until October 24, 2016.

Attest: \_\_\_\_\_ /S/ \_\_\_\_\_  
Tammy Frost, Deputy Clerk

\_\_\_\_\_ /S/ \_\_\_\_\_  
Greg Johnson, Chairman

RECORD OF THE PROCEEDINGS OF THE BOARD OF  
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October Term

Fourth Day

October 24, 2016

The Board of Lewis County Commissioners met in regular session with Greg Johnson, Chairman, Carroll Keith, Don Davis Members and Alesia Winner, Clerk. Public present Mike Ponozzo and Mart Thompson.

Commissioner Johnson moved and Commissioner Keith seconded approving last week's minutes with all in favor.

Jason Davis, Chief Deputy met with the Board for an office update. Items discussed surplus vehicles; K-9 program and storage clean up. The office for the Public Defender was also discussed.

The Computer Arts contract was reviewed. Commissioner Keith moved to approve the contract and Commissioner Davis seconded with all in favor.

Alesia Winner, Clerk discussed having a petty cash fund for inmates bonding out of jail with a balance of less than \$5.00. The problem is the checks are only a few dollars and the inmates are not cashing the checks. This causes extra time for both the Jail and Auditor's office involving unclaimed property. The Board is ok with the petty cash fund as long as the process is signed off by the Prosecutor.

Zachary Pall, Prosecutor met with the Board to discuss the Xerox contract. He has received the documents that he has requested. It is a lengthy document and he will go through it and give an update to the Board next week. The survey regarding public law 280 was also discussed.

Commissioner Davis moved to approve resolution #2016-27 and #2016-28 for the SHSP grants. Commissioner Keith seconded with all in favor.

John Goffinet with Goffinet and Clack met with the Board to review the County audit. Also present Pauline Malone, Treasurer. The new pension plan requirements were discussed as well as general discussion and review of the various county funds and the audit results.

Elected Officials; Perry Larson, Coroner, Pauline Malone, Treasurer, Shelley Brian, Assessor, Zachary Pall, Prosecutor, Jason Davis, Chief Deputy, Alesia Winner, Clerk met with the Board. Commissioner Johnson went over some of the County audit results with the group. Pauline discussed the ICRMP discount program. She will be setting up a training session on January 9, 2017 after swearing in newly Elected Officials and Sheriff's Office staff. The recent PRIMA training was discussed. Pauline would like to have ICRMP come after the first of the year and do a similar supervisor training. Shelley advised ITD is taking over sending out renewal notices the fee of \$1.23 will be passed onto the consumer instead of the County. The date for the annual employee

