

**OFFICE OF THE BOARD OF COUNTY COMMISSIONERS  
OF BLAINE COUNTY  
REGULAR MEETING OF THE APRIL 2011 SESSION**

**First Day**

**Monday, April 4, 2011**

Pursuant to Statutory Provisions, the Board of Blaine County Commissioners (BCC) met this day at 10:00 a.m. Present were Chairman Angenie McCleary; Vice Chairman Tom Bowman; Commissioner Lawrence Schoen; County Administrator Derek Voss; County Clerk JoLynn Drage; Operations Director Char Nelson; Deputy Prosecutor Tim Graves; *Idaho Mountain Express* reporter Kate Wutz; and Senior Deputy DiAnne Shrum

Chairman McCleary called the meeting to order at 9:00 a.m.

**2010 HOMELAND SECURITY GRANT PROGRAM (HSGP)**

Present were: Blaine County Disaster Services Coordinator Chuck Turner and Grant Administrator Michele Johnson

Chuck Turner explained the 2010 Homeland Security Grant.

**Bowman moved, seconded by Schoen to accept the Idaho Bureau of Homeland Security Grant in the amount of \$75,562.43 and authorize the chair to sign. Motion carried unanimously.**

**Bowman moved, seconded by Schoen to approve the Memorandum of Understanding between the State of Idaho, Bureau of Homeland Security and Blaine County regarding state use of 2010 State Homeland Security Grant Program in the amount of \$4,372.79 and authorize the chair to sign. Motion carried unanimously.**

**AGENDA AMENDMENT**

**Bowman moved, seconded by Schoen to amend the agenda to include under Contracts and Agreements Consideration a Memorandum of Understanding between Blaine County, Idaho and Wood River Fire and Rescue - Issuance of 700MHz P25 Compliant Motorola XTS2500 Portable Radios. Motion carried unanimously.**

**ROAD & BRIDGE MATERIALS AWARD**

Present were: Operations Director Char Nelson and Road & Bridge Manager Tom Duffy

Char Nelson presented recommendations on bids.

**Bowman moved, seconded by Schoen to accept the bid for asphalt emulsion from Idaho Asphalt Supply for 380 tons at \$207,290.00, including spreading and freight. Motion carried unanimously.**

**Bowman moved, seconded by Schoen to accept the bid for 1/2" cover coat and 3/4" road mix from Walker Sand & Gravel for 12,500 tons in the amount of \$57,625.00. Motion carried unanimously.**

**Bowman moved, seconded by Schoen to accept the bid for MgC12 from Road Solutions LLC for 34 tons in the amount of \$2,515.28. Motion carried unanimously.**

**REPLACEMENT AIRPORT UPDATE**

Present were: Friedman Memorial Airport Manager Rick Baird; Deputy Prosecutor Tim Graves

Baird informed the Board of dates for upcoming meetings and listed consultants that will be in town and available for questions.

**COUNTY DEPARTMENT REPORTS AND DISCUSSION AND CONSIDERATION**

- Clerk's Report – JoLynn Drage  
Listed dates for Board of Equalization Training being offered for Commissioners.  
E911 Rocky Mountain Lease – Commissioners recommend paying off balance.  
School Zone 1 Election will be in May.
- County Administrator – Derek Voss  
State Felony Probation Officer is now full time and has an office in the basement of the Judicial Building. Issues are: Compliance with Americans with Disabilities Accessibility, Court House Employees Security and Liability (state employee on county property).  
Idaho Counties Risk Management Program (ICRMP) online training had a 98% success rate giving the county a 5% savings on insurance premiums in FY 2012.  
Assembling committee for review of applicants for Human Resources position.

- Operations Director – Char Nelson  
She has received a request for reduced speed limit on Cold Springs Road. Commissioners requested a letter from the Homeowners Association and asked Nelson to do an onsite visit. Blaine County Road & Bridge Manager Tom Duff, County Engineer Jim Koonce and Nelson will meet to discuss Triumph Road Right-of-Way.  
Warm Springs Road is in need of repair. County has an agreement with the Forest Service to share cost.  
Road and Bridge crews will not plow snow in avalanche areas after dark due to safety factors.  
Idaho Transportation Department will be working on highway between Timmerman and Bellevue for about 3 weeks and will use a pilot car.

**BOARD REPORTS, DISCUSSION AND CONSIDERATION**

- Idaho Association of Counties (IAC) Legislative Meeting – Saved stream alteration permit process by negotiation with Idaho Water Users Association.
- Resource Advisory Committee (RAC) – Eight Blaine County projects were submitted and five were approved. Warm Springs Bridge and the sewage lagoon at overlook were denied. Approved were: Aspen enhancement project, Trail Creek Road, Youth Conservation Corp (YCC), trail maintenance, and partially funded weather station on Soldier Mountain for avalanche. Must meet to obligate funds for 2012.
- Schoen received letter from Idaho Department of Commerce inviting representatives from our community to participate in Idaho Rural Forum.
- Southern Idaho Solid Waste District –Schoen delivered a check for over \$295,000 for deposit in Solid Waste Fund from contingency equity fund distribution. In process of hiring new executive director; reviewed solid waste personnel policy and job descriptions. Fire at Hub Butte Transfer Station caused by spontaneous combustion - \$10,000 given by district to cover cost of fighting fire. Fill dirt should not contain large amount of organic material.
- Croy Canyon Ranch Foundation Meeting – The Foundation is continuing to receive small donations. Senior Care Summit will be planned.
- South Central Public Health Meeting – District will be able to accommodate cuts by not filling positions.

**BOARD OF EQUALIZATION – I.C. 63-105A(7) – (None)**

**HOPE GARDEN UPDATE BY THE HUNGER COALITION**

Present were: Hallie Reikowsky and Linda Haavik

Presentation was given by Hallie Reikowsky on plans for possible totem pole, arbor and handicap accessible paths.

**CONTRACTS AND AGREEMENTS CONSIDERATION**

- **Memorandum of Understanding between Blaine County, Idaho and City of Ketchum – Issuance of 700MHz P25 compliant Motorola XTS2500 portable radios..... Record# 586498**
- **Memorandum of Understanding between Blaine County, Idaho and Wood River Fire and Rescue – Issuance of 700MHz P25 compliant Motorola XTS2500 portable radios .....Record# 586499**

**Bowman moved, seconded by Schoen to approve the Memorandums of Understanding between Blaine County, Idaho and City of Ketchum and with Wood River Fire and Rescue for Issuance of 700MHz P25 compliant Motorola XTS2500 portable radios and authorize the chair to sign. Motion carried unanimously.**

- **Agreement between Idaho Department of Parks & Recreation and Blaine County for the annual Boat Safety Grant**

Presentation by Administrator Derek Voss

**Bowman moved, seconded by Schoen to approve the Agreement between Idaho Department of Parks and Recreation and Blaine County for a Boat Safety Grant in the amount of \$17,496.15 and authorize the chair to sign. Motion carried unanimously.**

**CONSENT CALENDAR**

- Beverage License for Adalberto Bolanos Yanez dba La Parrilla Mexican Restaurant

**Schoen moved, seconded by Bowman, to approve the Consent Calendar for April 4, 2011. Motion carried unanimously.**

## **APPROVAL OF BCC MEETING MINUTES**

Schoen moved, seconded by Bowman, to approve March 10, 2011 special BCC meeting as amended. Motion carried unanimously.

## **MID-YEAR DEPARTMENT UPDATES**

### **Assessor's Office**

Present were: Assessor Valdi Pace; Office Manager Amanda Larese; Chief Deputy Carma Angelo

- Pace stated that she has been sick over winter. This has delayed her goal setting. Monthly staff meetings have not been held with County Administrator and team leadership goals have not been met.
- Deed processing staff given partial Geographic Information System (GIS) training.
- Customer Service Specialist/Personal Property Appraiser position created and filled.
- Assessor and four appraisers attended winter school.
- Each appraiser now appraises mobile homes in their designated areas.
- Annual Ratio Study Report in compliance.
- 2011 appraisal deadline for 2011 is May 1.
- All motor vehicle staff trained in opening, closing and balancing procedures.

### **Goals not met**

- New job description for Chief Deputy Assessor position.
- Review and update remaining job descriptions.
- Employee procedure and training manuals have not been started.

### **Clerk's Office**

Present were: Clerk JoLynn Drage and Chief Deputy Andrea Logan

### **Court:**

- 2010 budget under budget.
- No turnover in court staff.
- No complaints from public except about icy parking lot .
- Refining inner office communications.
- Judges and visiting judges have expressed satisfaction with staff.
- Staff provides public with forms and referrals, but cannot provide legal advice.
- Idaho State Police Officers are using e-citations, which reduces possibility for errors.
- Member of staff is currently providing interpreter services and is working on full certification as a court interpreter.
- Court provides list of interpreters for outside help.
- Self help links are provided on our website.
- Need to upgrade building security by the manning of x-ray/metal detector and installation of bullet proof glass.

### **Auditor:**

- Money left over.
- Condie Stoker audit went very well.
- Quarterly budget adjustments to be made.
- E911 Rocky Mountain Lease Payoff.
- Working on handbook.
- Changing from semi-monthly to biweekly payroll has been a challenge
- Starting 2012 budget work.
- Deputy Auditor going on maternity leave most of July, August and September.
- Goal of balanced budget.

### **Recorder:**

- Documents are recorded the day they are received.
- Staff is working on importing old microfilm images into Computer Arts recording program (working backwards – currently back through 1998).
- Customers have expressed how much happier they are with our staff when trying to obtain passports than with the post office.

### **Election:**

- During November election – entire office helped.
- One part time worker was hired.
- Working with GIS on redistricting.
- Had a successful general election in November.
- No issues at polls.
- Laptops (bought by state grant fees) were provided to all precincts.
- Hospitals and Blaine Manor were contacted and someone sent to vote patients if need be.
- All voters will have to re-register and declare their party affiliation.
- Taxing Districts will be able to be tracked through election program.

