

**OFFICE OF THE BOARD OF COUNTY COMMISSIONERS
OF BLAINE COUNTY
SPECIAL MEETING OF THE FEBRUARY 2012 SESSION**

Fifth Day

Monday, February 27, 2012

Pursuant to Statutory Provisions, the Board of Blaine County Commissioners (BCC) met this day at 9:00 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; and Recording Secretary Sunny Grant.

Chairman McCleary called the meeting to order at 9:34 a.m.

COUNTY DEPARTMENT REPORTS, DISCUSSION and CONSIDERATION

Clerk's Report – JoLynn Drage

- Met with members of Picabo Cemetery District. Will attend their upcoming Board meeting to be sure Commissioners are installed and oath administered.
- Elections Department personnel attended training last week, to prepare for changes in the upcoming primary elections.

Operations Director – Char Nelson

- Water heater leak in the McBride building resulted in dry rot throughout the building. The building is being inspected for other problems, and will then be rehabbed.
- Received first claim for Adams Gulch Bridge project. The State Grant will reimburse the County for about 93% of the cost.
- The Carey Weed building sustained some damage in the recent wind, and was repaired in-house.
- The Environmental Resource Center has requested a Blaine County appointee on their Energy Task Force. The BCC doesn't think the goals of the Task Force align with the County's priorities. McCleary supports research on alternative energy use, and will participate as time allows.
- Graves will draft documents for Lees Gulch parking with the BLM, the Land Trust and the adjacent landowner.
- Met with engineers who are designing the bank armoring on the Deer Creek Bridge to discuss design and budget constraints.

Land Use – Tom Bergin

- Bergin and Nelson recently attended a Mountain States Transmission Intertie (MSTI) meeting. Consultants for Montana counties have evaluated and modified the proposed power line corridor in Montana, and are interested in working with Idaho counties to evaluate the route through Idaho. Bingham and Power counties have some concerns about the route's effect on agricultural operations.
- **Land, Water and Wildlife Levy Advisory Board (LAB) Open Seat** - Communication skills will be a focus in conducting interviews for the open position.

County Administrator – Derek Voss

- Beginning the search for a new Emergency Communications Director.
- Sun Valley City is formulating plans for their Area of City Impact (ACI). The County may want to include South Gateway infrastructure in that discussion.

CONSENT CALENDAR

- **New Beverage License for Boca**
- **Resolution 2012-07 Nursing Home Budget Adjustment** Record #595108

Schoen moved, seconded by Bowman, to approve the Consent Calendar for February 27, 2012. Motion passed unanimously.

MID-YEAR UPDATES

Also present: Chief Deputy Blaine County Clerk Leslie Londos, County Assessor Valdi Pace, and Chief Deputy Assessor Carma Angelo, County Treasurer Vicki Sisiyam, County Land Use Administrator Tom Bergin, and County Operations Director Char Nelson.

Budget Review - County Clerk JoLynn Drage

The Clerk submitted a condensed estimated budget for the end of FY2012. Currently, expenses are on track. Revenues, including building permits, sales tax and the jail, are better than anticipated. Payment in Lieu of Taxes (PILT) was not included. PILT should be close to last year's payment and received in midsummer, .

Clerk, Auditor, Recorder, Elections, Court, Indigent Reports - JoLynn Drage

Also present: Blaine County Welfare Director Wilma Colter.

Elections

- First County-run consolidated elections went well operationally. There were a few complaints about

the lack of polling locations in the local jurisdictions, although absentee voting by mail was available. A main reason for consolidation was consistency, which can best happen with a single polling place.

- The Election Clerk completed revision of precincts and Commissioner districts, with help from GIS and the County Engineer.
- Cross-training all Auditor/Recorder office personnel to work with Elections

Clerk

- BCC minutes are well-written, precisely edited and usually up-to-date.

Indigent

- Clerk is spending a half-day each week in the indigent office to keep up with current procedures.
- Number of medical cases is about the same as last year. Mental holds are down from a year ago. Budget is on track.
- Two clients recently thanked County Services for their assistance.
- Working toward goal of establishing non-medical part of indigent program, including utilities help through Project Share.

Auditor/Recorder

- Chief Deputy County Clerk Leslie Londos created a comprehensive cross-training schedule for staff in the Clerk/Auditor/Recorder's office so everyone can do basic jobs except payroll.
- Payroll Clerk Barbie Royal has endured major changes in the payroll system, insurance carriers, etc. with a very willing attitude and good humor.
- Independent auditor expects to present the FY2012 audit report soon. The only constructive criticism was too many budget adjustments, which will now be done semi-annually instead of quarterly.
- Document recording is increasing a little.
- Passport applications are down, but usually increase this time of year
- A title company has proposed digitizing archived land documents in exchange for access to recorded documents. Another option may be to look for a grant to evaluate having an archivist inventory really old documents.
- Clerk's office now has monthly staff meetings to improve department communication.
- Organized fleet management for Clerk's office passenger vehicles. Road and Bridge and the Sheriff do their own fleet management. Expect to auction excess vehicles in late spring 2012.
- Clerk and deputy clerk will participate in upcoming Emergency Operations exercises as financial administrative staff.

Court – District Court

Also present: Blaine County Court Supervisor Andrea Logan

- Blaine County Drug Court has 16 successes and seven failures to date, which is about the national standard.
- The Clerk is spending a half-day each week in the 5th District Court Clerk's office to keep up with current procedures.
- Now have monthly staff meetings. Court clerk's office is cross-training to be able to cover all staff positions.
- Staff roles have been revised a bit to improve interoffice communication and morale.
- The Court Spanish interpreter juggles in-court interpretation with impromptu reception needs. The Court must provide an interpreter for any language a person requires.
- The Supreme Court and 5th District Court provide a lot of pro se litigant forms, which are also available online. A public computer terminal is available with accessibility to public records. The Court is required to provide court assistance, but can't provide legal advice or actually tell people what to put on a form.
- Civil cases are archived in electronic format from 1936 to 1999, and 2007 to current. Cases from 2000 to 2006 still need to be scanned.
- Criminal cases are done from 1946 to 1995, and 2007 to current. Cases from 1996 to 2006 still need to be scanned.
- Court building minor remodel: Employees painted their office prior to new carpet installation. Citizen who owed court fines painted hallways and back courtrooms. Court facilities fund paid for new carpet in office and Magistrate Courtroom. New chairs make the courtroom seating more comfortable. A little innovation with existing furniture improved the public seating area at no cost.

GIS – Joel Hall

- Public now uses GIS map applications for general research. GIS maps include parcel determination information. Mining claims now include government land office information.
- For the second year, inter-County requests for the GIS Department have increased over the previous year.
 - Land use - Created maps and map analysis, using Google Earth and staff-generated maps, to present Mountain Overlay District update discussions.
 - Clerk - Created Precinct and Commissioner District Boundaries.
 - Elections - School District Trustee Zones are now in the map application.
 - Road and Bridge - Close to being finished with a review of County-maintained roads.

- Assessor/Treasurer - Completed yearly update for property taxes.
- Submitted first digital Boundary and Annexation Survey to the Census Bureau. GIS found over 200 mismatches, which will be corrected.
- Partnered with Sun Valley Fire Department to test the use of real-time GIS maps on mobile devices. May be possible to develop a mobile app as well.
- Occasional large or outside-County requests come in and are reviewed by the BCC.

Treasurer – Vicki Sisiam

- A problem with Zions Bank lockbox system delayed mailing of the tax bills. The Bank didn't charge the County for the lockbox, only initial set-up.
- Total tax charge for the year was over \$63 million. \$37 million was collected by the end of January.
- A large number of delinquent tax parcels, mobile homes and personal property caused one line item to be very over budget.
- Updating job descriptions.
- Recreated an investment policy draft to be reviewed by the BCC. Interest rates on investments are still very low.

BREAK

ASSESSOR'S OFFICE INTERNAL CONTROLS PROJECT DISCUSSION

Also present: Blaine County Assessor Valdi Pace, and Chief Deputy Assessor Carma Angelo.

The Assessor's office handles thousands of appraisals a year, and sometimes mistakes happen. At the BCC's request, the Assessor evaluated ways to improve accuracy.

- Staff turnover has created some difficulty.
- The full-time chief deputy, once the position is filled, will be doing some appraisal audits.
- The County cancels or credits taxes that are over-assessed, but the law doesn't allow for recouping money where the County under-assessed. Under-assessment is rare, as are multi-year errors.
- The Internal Controls Report will be shared with entire staff. The Annual Computer Arts Exception Report found input errors that had slipped through clerical checks. The input process needs to slow down and staff needs to be careful. The entire staff needs to be aware of who is making what kind of errors.

The BCC commended the Assessor for the self-evaluation to identify areas where department efforts can improve efficiency and accuracy. The Assessor will more closely audit appraisals in the future, and staff needs to pay more attention to detail. Annual Computer Arts Exception Reports are much improved and more useful. The Assessor has only seen \$75,000 in assessment/input errors over six years. The BCC cautioned that additional oversight could cost more than was saved.

BOARD REPORTS, DISCUSSION and CONSIDERATION

Wood River Wolf Project update – Schoen

Schoen met with Magic Valley Director of Fish and Game, IDFG staff and USDA Wildlife Services State Director and Regional Supervisor to discuss the upcoming season. They discussed improving non-lethal methods, and demonstrating to ranchers that non-lethal measures are valuable and useful. The participants also discussed interagency communications after depredation incidents.

NACO Conference update – Schoen

Schoen will attend the National Association of Counties (NACo) conference in Washington, DC next week. Committees will draft resolutions that are the foundation of NACo's policy and lobbying efforts.

Blaine County Community Drug Coalition – Schoen

Membership in the Community Drug Coalition is growing. One goal is to restart a mentor program since Big Brothers Big Sisters left the area. The Drug Coalition heard a report on the four Wood River High students who participated in a Community Antidrug Coalition of America (CADCA) nationwide leadership training to promote antidrug activities and messaging.

The BCCDC is evaluating programs and policies within the community, some of which interface with law enforcement.

Public Health Board meeting – McCleary

Basic agenda.

Fish and Game Tag Operation – Schoen

Schoen participated in a Fish and Game nighttime sage grouse tagging and radio collaring at the replacement airport Site 10A.

SUN VALLEY AREA OF CITY IMPACT

Also present: Blaine County Chief Deputy Prosecuting Attorney Tim Graves, Land Use Administrator Tom Bergin; Sun Valley Mayor DeWayne Briscoe, and Sun Valley Councilmembers Nils Ribi, Michelle Griffith, Bob Youngman, and Franz Suhadolnik; Sun Valley Community Development Director Mark Hofman and Principal Planner Diane Shay; Ketchum Planning Director Joyce Allgaier, and *Idaho*

Mountain Express reporter Kate Wutz.

This is a workshop and doesn't require notice. The posted agenda noted a quorum of both County Commissioners and Sun Valley Councilmembers would be present.

The County and Sun Valley have been discussing Sun Valley's Area of City Impact (ACI) since the mid-90s. There are eight areas under consideration. The BCC reviewed recommendations from the Sun Valley P&Z and the County P&Z. The BCC and County P&Z share a couple areas of concern. This meeting is for the BCC to better understand Sun Valley's perspective in presenting these proposed Areas of City Impact.

Sun Valley's 2005 Comprehensive Plan doesn't talk about annexation. It clearly intends preservation. Much of the land proposed for Sun Valley's ACI is federally- or state-owned, or private property, that is adjacent to Sun Valley. State Code says considerations in designating ACIs must be based on trade area, geographic factors, and areas that can reasonably be expected to be annexed into the city in the future. Much of this land is accessible primarily or only through the City of Sun Valley. Sun Valley is focused on "geographic factors", and wants "standing" with the federal or state agency that would give Sun Valley more influence over decisions by the public agency. For instance, if a fire breaks out on public land adjacent Sun Valley, emergency service workers are going to want immediate access in order to protect the city. If the BLM decides to trade land adjacent to their boundary, Sun Valley wants to be the first to know about it.

The two inholdings in the Lane Ranch area are important to Sun Valley. McHanville area is not critical to Sun Valley.

Any proposed land use change by a federal agency would at least require an Environmental Assessment, with ample opportunity for comment. The BCC fully supported a Memorandum of Understanding with Sun Valley, and/or designating an area as Area of City Influence, whereby Sun Valley would be notified immediately of any proposed land use decision or federal action on lands adjacent to Sun Valley.

The County values public lands, and is very cautious about increasing the potential for annexation.

The BCC and Sun Valley discussed the proposed Sun Valley Areas of City Impact.

Blaine County and Sun Valley City staff will draft a revised Area of City Impact document. .

ADJOURN

At the hour of 4:00 p.m., the BCC finding no more business before them adjourned.

Attest: _____ Approved _____
JoLynn Drage Angenie McCleary
County Clerk Chairman