

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

Seventh Day

Monday, June 27, 2011

Pursuant to Statutory Provisions, the Board of Blaine County Commissioners (BCC) met this day at 8:50 a.m. Present were Chairman Angenie McCleary, Vice Chairman Tom Bowman, Commissioner Lawrence Schoen; County Administrator Derek Voss; County Clerk JoLynn Drage; Chief Deputy County Clerk Leslie Londres; *Idaho Mountain Express* reporter Kate Wutz; and Recording Secretary Sunny Grant.

Commissioner Schoen was absent until 8:58 a.m.

Chairman McCleary called the meeting to order at 8:54 a.m.

COUNTY DEPARTMENT REPORTS, DISCUSSION and CONSIDERATION

Claims – Schar Boyd

Bowman moved, seconded by McCleary, to approve the second batch of claims for May dated June 23, 2011. Motion carried 2/0.

BUDGET REQUEST: ASSESSOR/REVALUATION – Blaine County Assessor Valdi Pace

Also present: Chief Deputy Assessor Carma Angelo, and Assessor Office Manager Amanda Larese.

Assessor's office is being reconfigured to better utilize staff resources and equalize workload of existing employees. The vacant position of Chief Deputy Assessor/Office Manager will be filled. FY2012 budget includes request for merit increases to cover the expanded duties of staff. Voss said the County's compensation classification process enables wage evaluation for individuals who take on new job descriptions and roles.

BUDGET REQUEST: OPERATIONS DEPARTMENT – Blaine County Operations Director Char Nelson

Also present: Blaine County Road and Bridge Manager Tom Duffy; Blaine County Waterways Manager Lamar Waters; and Blaine County Building and Grounds Lead Maintenance Tech Steve Dick.

Road and Bridge – Road Manager Tom Duffy

The Road and Bridge department's purpose is to maintain safe roads and bridges in Blaine County. Road and Bridge is responsible for creation of a Transportation Plan. The budget includes requests for capital improvements and scheduled maintenance of roads and bridges. Many County roads are worn and damaged due to age and use; Road and Bridge requests that some reserve funds be used for repairs. Voss said the reserve fund should be evaluated annually to determine its best use and maintain it at an adequate level.

Road and Bridge Budget needs include:

- Replacement of two Caterpillar graders for year-round use.
- 5-year replacement plan for dump trucks, loader, grader, and tractor.
- Laptops and software, Internet service, data cards, and radios.
- Training classes for road personnel, which improves the department's ability to successfully get grant funding.
- A part-time Road and Bridge secretary, under the Operations Director.
- An increase in the engineering budget for bridge design work.
- Replacement of all county road signs to meet federally-mandated reflective standards.

Road and Bridge's main revenue source is the state gas tax, which may be inadequate in the future. The BCC may consider forming a Highway District.

Recycling Center – Blaine County Operations Director Char Nelson

Blaine County took over the recycling center at Ohio Gulch in FY2011. Recyclables are sorted, baled, and hauled to Boise for distribution to manufacturers. The Recycling Center is funded by the sale of recyclable materials and solid waste tipping fees. Heating the recycling building is currently exceeding budget, and McKinstry Engineering will submit some options to solve the problem.

Two full-time employees currently operate the recycling center. Additional staff is requested for office/bookkeeping and covering staff time off. The Operations Director proposed hiring a FTE split between Road and Bridge and the Recycling Center.

Staff suggests tracking volume of recyclables to determine if single stream recycling would be cost effective. Increasing recyclables volume would divert more materials out of the waste stream and landfill, while reducing revenue at the transfer stations.

Waterways – Blaine County Waterways Director Lamar Waters

Water-related recreation is a major pastime in Blaine County. The Waterways department is responsible to maintain public waterways amenities and access to them.

FY2011 acquired some new docks and repaired others. Most dock improvements were accomplished with grants and donations. Work was done by volunteers and Forest Service help. Waterways revenue comes from boat registration. Blaine County doesn't receive much revenue, but is centrally located and the facilities get a lot of use.

Budget priorities:

- Funding for docks/launch maintenance and repair. Most docks are in need of repair and are not ADA accessible. A capital improvement plan is needed for the future.
- Funding for restroom maintenance.

The Waterways program needs additional funding to improve safety, and to provide a more enjoyable recreational experience. The BCC thanked Waters for his dedication, leadership and inspiration in getting work done with grants and volunteers.

Buildings and Grounds – Blaine County Operations Director Char Nelson

Blaine County Operations is responsible for the safe operation and clean, comfortable working environment of County office buildings. Buildings must be user-friendly and inviting to the public. Buildings require constant year-round maintenance of complex systems. A capital improvement plan is needed.

FY2011 accomplishments:

- Installed Public Safety Facility solar hot water system, soft water bypass system, and protective roof modification.
- Replaced HVAC units in the Judicial Building, which are already saving money.
- Modifications to Annex HVAC system.
- Blaine Manor - new flooring and resurfaced parking lot.
- Installed secure entry keypads in Road and Bridge buildings.
- Completed County building audits with funds provided by Energy Efficiency and Conservation Block Grants.
- Drafted contract for complete building audit.

FY2012 projects:

- Implement Performance Contracting program.
- Upgrade smoke alarm systems in the Annex, Judicial Building and Courthouse.
- The Courthouse needs a new roof and should be retrofitted to withstand seismic shock. The Courthouse is an historic structure and should be preserved as part of Blaine County's heritage.
- Resolve Annex HVAC system's ongoing problems.

The Operations Department FY2012 budget is based on county buildings being open for a four-day workweek.

Operations requested approval for repairs at Blaine Manor, with funding covered by a levy.

BREAK

BUDGET REQUEST: SHERIFF'S OFFICE – Blaine County Sheriff Gene Ramsey

Also present: Blaine County Chief Deputy Sheriff Ed Fuller, Jail Administrator Lt. Jay Davis, Captain Curtis Miller, Lt. Bryan Carpita, Detention Sergeant Bear Dachtler, Bellevue Marshall Brad Gelskey, Command Staff Assistant Holly Carter; Ketchum Police Chief Steve Harkins and Ketchum Police Division Administrative Assistant Lilly Oppe.

Sheriff's Department – Blaine County Sheriff Gene Ramsey

The Sheriff's Department proposes reorganization to better distribute workload and reflect actual job duties. As a result of proposed reorganization, three officers will be promoted to Captain, which will provide better interdepartmental management. Voss said the proposed organizational structure is a better way to manage department divisions that are very distinct from one another.

Training in all aspects of good law enforcement is a department priority.

Sheriff's Department requests FY2012 budget increases to:

- Get all Sheriff's employees who have been with the County for under two years to a starting wage, and all employees who've been with the County for over two years to at least a "proficient" wage.
- Adequately budget for increased hours of protective custody and mental holds.
- Increase Crime Prevention line item to provide more elementary school Police Safety Days.
- Purchase three new vehicles, which requires more upfront cost than leasing them.
- Purchase evidence tracking software.

Ketchum Police Department – Ketchum Police Chief Steve Harkins

The FY2012 budget includes a \$15,000 increase. Several line items have been reduced to keep the increase at a minimum. The Ketchum City Administrator has requested a 2% cost of living increase for Sheriff’s Department employees who work in the Ketchum Police Department.

The Ketchum Police Department has saved a substantial amount in the first two years of the Blaine County Sheriff’s Department-Ketchum contract; and the trust account has approximately \$136,000 in it. \$15,000 out of the trust account was used for a new parking system. The BCC has approved purchase of a new police car.

Bellevue Marshall – Former Bellevue Marshall Lt. Brian Carpita

The Bellevue FY2012 budget includes a fuel increase.

The City of Bellevue is considering reducing the contract amount by reducing staff. The Sheriff’s responsibility is to all citizens in the County, and the Department wants to maintain a very high level of service. Bellevue must decide the level of service they want for their citizens.

Jail – Blaine County Jail Administrator Lt. Jay Davis

The volunteer chaplain program continues to grow. Training programs and classes are helping to improve inmates’ attitudes and self-esteem, and decrease recidivism.

FY2012 budget includes increases for:

- Two more Central Control employees.
- To establish an emergency assistance fund for inmates who may have immediate needs upon release.
- A video visitation system maintenance contract with a new contractor. Old contractor is out of business.
- Provision of out-of-county holding ability for a maximum classification female inmate accused of felony violent crime.

BUDGET REQUEST: DISTRICT COURT – Blaine County Clerk JoLynn Drage

Also present: Blaine County Prosecutor Jim Thomas, Fifth District Trial Court Administrator Linda Wright, Fifth District Administrative Judge G. Richard Bevan, Fifth District Judge Robert Elgee, Law Clerk Victoria Trotta; Blaine County Magistrate Judge R. Ted Israel; Court Chief Deputy Andrea Logan; Blaine County Sheriff Gene Ramsey, and Chief Deputy Sheriff Ed Fuller.

Court office staff has experienced no turnover for two years, which makes the entire office more efficient. Goal is to retain staff, and cross train all staff. The Supreme Court will reinstate the Institute of Court Management training for all deputy clerks. Court filings are all time sensitive, and staff fulfills requirements set by State Statute. Staff is constantly working to convert paper and microfilm records to electronic format, which will make documents more easily accessible.

FY2012 priorities include:

- Continued high level of customer service by retaining and cross-training experienced staff.
- Implementing Courthouse security program by hiring a Court Security officer and utilizing existing equipment.
- Certifying a staff Court interpreter.

REDISTRICTING

The BCC discussed concerns and upcoming meetings on redistricting.

ADJOURN

At the hour of 5:01 p.m., the BCC finding no more business before them adjourned.

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