

**OFFICE OF THE BOARD OF COUNTY COMMISSIONERS  
OF BLAINE COUNTY  
SPECIAL MEETING OF THE JUNE 2021 SESSION**

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**Fifth Day**

**Monday, June 21, 2021**

Pursuant to Statutory Provisions, the Board of Blaine County Commissioners (BCC) met this day at 9:00 a.m. Present were Chairman Dick Fosbury, Vice-Chair Angenie McCleary, and Commissioner Jacob Greenberg; Budget Officer JoLynn Drage and Chief Deputy County Clerk Leslie Londos; and County Administrator Mandy Pomeroy. Minutes written by Recording Secretary Sunny Grant.

Some participants in this meeting were by webconference or teleconference.

Commissioner Fosbury called the meeting to order at 9:05 a.m.

**FY 2022 BLAINE COUNTY BUDGET WORKSHOP  
DEPARTMENT FY 2022 BUDGET PRESENTATIONS**

**Human Resources**

Also present: Human Resources Generalist Justin Highhouse and County Administrator Mandy Pomeroy.

Former Human Resources Manager Mandy Pomeroy presented HR's 2021 accomplishments in a year of COVID challenges.

- Highhouse presented the FY2022 objectives and budget.
- HR requested \$25,000 for an outside consultant to develop several HR programs, workshops, training for all staff; and an employee tracking system.
  - *The BCC discussed the housing crisis, and if there should be a hiring bonus or housing stipend.*

**Southern Idaho Solid Waste**

Also present: Southern Idaho Solid Waste District Executive Director Josh Bartlomé and SISWD Chief Financial Officer Stephanie Thompson.

SISWD presented their FY2022 preliminary budget and reviewed current and potential new programs.

- *The BCC wants to schedule a meeting to discuss SISWD management of the Blaine County Recycle Center; and ways to increase recycling in Blaine County.*

**Clerk/Auditor/Recorder**

Also present: County Clerk JoLynn Drage

Drage presented her department's budget request. She said her department's goals, objectives and purpose remain the same every year.

- *Drage encouraged the BCC to budget FY2022 salaries in line with a 4-5% market increase.*
- Drage said County staff must be available when citizens need them. During the entire COVID crisis, Clerk/Recorder staff were physically present in the building, every working day, and frequently covered for employees in other departments who worked from home. Drage requested a one-time \$18,000 budget expense to give every Clerk/Recorder/Auditor employee a \$1,000 bonus hazard pay.
- Drage requested an additional full-time employee. The Clerk has not added a position in over 14 years. Clerk's staff are being juggled around and working extra hours to do additional jobs and jobs with additional complexity. A Grade 7 FTE will cost about \$65,250 annually.
- The annual independent audit statutorily evaluates the County Clerk/Auditor's job every year and has always been exemplary.

**Clerk / Jr. College Fund**

- The College Tuition Fund request is \$150,000. There is adequate funding in the College Tuition Fund, so liquor revenue can go into the County's General Fund. Drage said the County pays a maximum of \$500/semester per student, with a lifetime maximum of \$3,000.

**Administrative Services – Outreach and Communication**

Also present: Administrative Services Supervisor / Outreach and Education Specialist Stephanie Carlson  
Administrative Services primarily supports County Commissioners, Road and Bridge, Facilities, Noxious Weeds, and Recycling. Carlson requested the BCC consider:

- Making the currently part-time floater position a FTE so the floater can provide better support to other departments when needed.
- Funding to support recycling with memberships in local organizations and events such as W.A.T.E.R. Club and Farmers Market.
- \$900.00/month to purchase 53 radio spots on three radio stations and newspaper ads, to promote recycling, particularly to out-of-town visitors.

**Administrative Services – Grants and Procurements**

Also present: Blaine County Grants and Procurement Specialist Stephen McDougall Graham.

- Carlson requested \$6,500 to purchase grant management software that will notify all departments when and what grants are available; and compile all grants information in one place. McDougall-Graham added that the software could take over some of the contracts review.
- Carlson requested funding to certify the Grants and Procurement Specialist and annual membership in the Idaho Purchasing Association and National Grants Management Association.

**Administrative Services – Human Resources**

Also present: Human Resources Generalist Justin Highhouse

Administrative Services and Human Resources budgets are currently combined. The BCC discussed separating the two departments; and then discussed reconfiguring the budget to separate out Administrative Services, HR, and Sustainability.

**Break**

**Prosecuting Attorney**

Also present: Blaine County Prosecuting Attorney Matt Fredback

Fredback wants his department to be solution driven, using Drug and DUI Courts, diversion and restorative justice when appropriate. Fredback requested funding to:

- Purchase prosecutor management software, approved in 2019 but never purchased. They hope to find software that has a good track record.
- Purchase memberships, law library and office supplies for the new attorney.
- Contract legal expense can probably be decreased because of the additional attorney, but should be reallocated from General and/or Contingency budgets. The BCC agreed that litigation is the decision of the BCC and not the Prosecutor’s Office.

**Courts**

Also present: Chief Deputy Clerk of the District Court Andrea Logan; Senior Deputy Court Clerk Sues Barton; Fifth District Judge Ned Williamson; Fifth District Administrative District Judge Eric Wildman; and Fifth District Trial Court Administrator Shelli Tubbs.

Logan said their customers are always their first priority, which was particularly challenging this past year with COVID. The new DUI Court was started this past year.

- Logan asked the BCC to recognize the special efforts of her staff this past year with a 6% salary increase: 3% for both last year and this year. Court had to stay open and available to the public; staff could not work from home.
- Court Reporter Susan Israel is retiring. Fifth District Administration has been recruiting since March to fill the certified position in several counties, without much good response so far.

**Adjourn**

**At the hour of 3:56 p.m., with no more business before them, the County Commissioners adjourned.**

Attest: \_\_\_\_\_ Approved \_\_\_\_\_

JoLynn Drage  
County Clerk

Dick Fosbury  
Chairman