

Regular Meeting

January 28, 2019

Rebecca Wood, Chairman; Roy Hubert, Commissioner; Richard Ellis, Commissioner; Brenda Farnworth, Clerk for Minutes.

9:30am Chairman Wood called the meeting to order and led all present in the Pledge of Allegiance.

Claims, Minutes

Commissioner Hubert made a motion to pay the accounts payable for \$10,965.75.

Commissioner Ellis seconded. Vote unanimous in favor, motion carries.

Commissioner Ellis made a motion to accept the minutes for January 22, 2019 as corrected.

Commissioner Hubert seconded. Vote unanimous in favor, motion carries.

10:00am County Audit Report – Curtis Stoker

Curtis Stoker took the Commissioners through the audit report for fiscal year 2018.

Curtis brought up that the County should do an annual review on the record and there are some items that have to be covered in the review. He will send the Clerk some examples of what other counties have done.

The County increased its total fund balance by \$186,457.

The financial audit went very well and he commented on how easy the staff was to work with.

Commissioner Hubert asked the opinion of Curtis of what he felt a safe fund balance for the County would be if the County would move another \$1.3m into the capital fund and used that in cash to supplement the building of a new or remodel of a courthouse. Curtis's opinion is to keep 20%-30% of the entire county budget and that would be a sufficient reserve.

Clerk Farnworth stated that the County keeps 30% of the current budget in reserve in each of the funds. She would be comfortable if we kept that 30% and also kept \$750,000 in the PILT Fund. That would be one year's reserve of what the County typically uses in PILT, just in case there is a future issue with PILT funding.

Discussion.

10:30am New Fire District Building update – Chief Kelley

They have met with financial advisors and builders and with Union Pacific regarding a new Emergency Services building. The agreement with the County and UP on the land has some stipulations to the County regarding bedrooms in a building on that site. They have received a request from UP that the building be two story with the living quarters on the upper floor. Building two story increases the price and they are hoping to convince UP to take away that stipulation. They are still negotiating with UP.

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The district is currently involved in a lawsuit and were advised that they should not go forward until this is resolved. The court date on that is November 2019. Could realistically be 2 years out before they are building on the new building.

Commissioner Wood updated Chief Kelley on the ambulance district with the changes that have been made, moving the ambulances to the maintenance yard and looking at automatic gates, but it's adding to the response time.

Discussion on whether the new fire station could be moved to another location if one came available, possibly.

Discussion with the Chief on the emergency address posts and signs proposed to be placed at each house in the County. Chief Kelley has a modified pounder to help put the posts in the ground. Guy has been tasked to prioritize this project and work with the Assessor to get the addresses prepared so when the weather is acceptable the signs can begin to be put out.

The Commissioners thanked Chief Kelley and his crew on the good service they have given to the district and they hear good comments. Chief Kelley commented that all the crew is volunteer and they are a good group.

Region IV Development would be interested in the fire departments putting in a wish list for projects, just in case a grant opportunity should come in.

Old Business

Commissioner Ellis made a suggestion to put in a modular trailer in the maintenance yard for the ambulance district to reduce the response time. Discussion on purchasing a used trailer, such as the one the Richfield school has that they need to move for the new gym and are not planning on using.

The masonic hall upstairs could be rented out in the condition it is, either to County employees or public.

Correspondence.

Received a letter from Shoshone High School requesting a donation from the County for the overnight lockdown on graduation night. Will add to next meeting agenda.

11:00am E&R King Fencing Estimate

Rene King submitted a new estimate that detailed the items that will be covered. Reviewed the bid for \$18,850. Includes warrant bay with man gate, 8 foot fence and barbwire on top, automatic 20' gate and 12 openers, trenching, wiring and the motor. Also includes taking out the old fence and disposing of it. Includes a battery back-up for the gate. This will help with the EMS response time.

Discussion on the reason for needing the new gates, because it is a must to increase the response time for the ambulance to life and death situations.

Discussion on the warrant bay and the need, the Sheriff feels it is a must.

Commissioner Hubert made a motion to accept the bid from E&R King Fencing for \$18,850 as a life saving matter even though it is not in the budget. Commissioner Ellis seconded. This

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will enable EMS to access the ambulances more timely. Vote unanimous in favor, motion carries.

Chairman Wood made a motion to amend the agenda at 11:08 to include an action item to sign the probation grant for a new computer. It is an emergency situation because the computer is shutting down. Commissioner Hubert seconded. Vote unanimous, agenda amended.

Linda Boguslawski presented the grant letter for the new computer with the revised quote. The grant is for \$1,500. She is not allowed to order the computer until the letter is received back.

Commissioner Hubert made a motion to allow the Chairman to sign the IDJC Sub-grant project award for Lincoln County as a date sensitive project for up to \$1,500. Commissioner Ellis seconded. Vote unanimous in favor, motion carries.

11:12am

Commissioner Hubert made a motion to go into Executive Session pursuant to IC 74-206(1)(b) Employee. Chairman Wood seconded. Vote Commissioner Ellis, aye; Commissioner Hubert, aye; Chairman Wood, aye. Vote unanimous in favor, meeting adjourned to Executive Session.

11:19 Chairman Wood adjourned Executive Session and re-convened the regular meeting.

Discussion on a P&Z Hearing issue in the past where the applicant did not show up at the second hearing. E.Scott feels that it is OK for the Commissioners to approve that permit, since there was no opposition that appeared at the second hearing. He suggested that the applicants should be there or go on the record that they won't be able to make it. It is set for the P&Z hearing on February 19th.

11:24am Old Business/Correspondence.

County received the report of 2017 crashes. Chairman Wood went through some of the statistics.

WebEOC training, January 30th at 1pm at the Probation Office.

Commissioner Hubert reported that e-cigarette education was a topic at the last South Central Public Health meeting. It was discussed that training should go to all the schools in the County. Discussion on the vaping issue.

Chairman Wood reported on a lawsuit settlement involving Volts Wagon and part of the grant is to pay for electric charging stations for any County on a main corridor. Blaine County suggested that we put one somewhere on the 93/75 highway as it is a major corridor. It is a rolling grant through the year. Grants are open until the money allotted for the grant is all spent. Discussion of where we would want to put it. Commissioners are to come with suggestions on where to put it.

11:34am Community Center Rental Agreement.

Cindi Sievers made all the corrections to the rental agreement according to suggested changes.

Cindi also discussed with the Sheriff what he may suggest his deputies charge as a security officer, they suggested at \$45-\$50 per hour. It was settled at \$50 per hour. E. Scott also has one more addition to make on item 7. Final approval for the next meeting.

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Chairman Wood spent a lot of time updating the grant for the Neher Park application that had to be in on Friday. It was filed.

11:45am. Holiday Pay Clarification – Clerk Farnworth

Clerk Farnworth went through the current holiday pay wording from the employee handbook. There have been some issues with the last holidays in interpretation of the intent of the holiday pay. She explained some of the issues and a cost comparison of the different scenarios.

Clerk Farnworth then presented a requested change to the wording of the holiday pay section of the employee handbook which details the intent more clearly and gives clearer direction to the payroll staff.

Discussion on adding wording for when a clerical employee is on vacation and should holiday pay be substituted for the vacation pay for the approved holiday hours. It was determined that would be fair. Also, a change needs to be made to accommodate clerical employees who normally work an 8 hour shift.

Chairman Wood made a motion to approve the revised holiday pay wording for the employee handbook to be immediately implemented with the addition of a correction for half-day pay on the Sheriff Deputies to 1pm to midnight. Also to add in that clerical employees on vacation will be paid holiday pay in lieu of vacation pay for approved holidays. Commissioner Ellis seconded. Vote unanimous in favor, motion carries.

12:05pm Chairman Wood adjourned the meeting to lunch at the Care Center.

1:00pm Chairman Wood re-convened the regular meeting.

Commissioner Hubert made the motion to go into Executive Session pursuant to IC 74-206(1)(d) Exempt records. Commissioner Ellis seconded. Vote Commissioner Ellis, aye; Commissioner Hubert, aye; Chairman Wood, aye. Vote unanimous in favor, meeting adjourned to Executive Session.

1:10pm Chairman Wood adjourned Executive Session and re-convened the regular meeting.

Commissioner Hubert made a motion to deny case # 2019-017 for lack of a completed application. Commissioner Ellis seconded. Vote unanimous in favor, motion carries.

1:15pm Old Business

Chairman Wood noted that the Care Center would like the County to consider building on to accommodate another 4 – 6 private rooms. They have had several requests and have had to turn them down because they don't have more private rooms. Commissioners will consider.

1:30pm

Sheriff Secretary, Laurie Buckner came with an immediate request for some travel money for one of the Deputies.

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Chairman Wood made a motion to approve the travel advance of \$300 for Officer Dan VanLeewen for meals and fuel while at training next week. Commissioner Hubert seconded. Vote unanimous in favor, motion carries.

1:45pm

Discussion on what to put in the packet for the courthouse committee.

2:00pm Chairman Wood adjourned the regular meeting to Planning & Zoning.

2:30pm Chairman Wood re-convened the Regular meeting and opened the Board of Equalization.

Chairman announced that by statute they will have this meeting monthly to accommodate anyone who would like to come before the Board to contest their property value. It is not for taxes, but for property value.

Clerk Farnworth took the Commissioners through the purpose of the BOE and the process. She will make a packet for the Commissioners of the steps of the process.

3:00pm Courthouse Advisory committee

Chairman Wood read all the letters sent in from interested parties for the committee;

Terry Zech, Dale Sluder, Lucinda Heiken, Justin Starr Olsen, Julia Oxarano-Ingram, Chuck Rutler, Carol Boudreau, Deborah Moon, Crystal Naylor and Mike Telford.

Present at the meeting who were interested, Ross Gedeborg and Cindi Sievers.

There were some present who noted that others had voiced interest in being involved. It was determined that the criteria was clear, they needed to send in a letter, email or come in person. Those other names would not be considered.

Chairman Wood reviewed the Courthouse committee Project Scope that was handed out to all present.

Discussion on going forward, the Commissioners will take all into consideration. If they have specific questions for anyone they will make phone calls individually to discuss. The decision will be made at the next meeting on February 4th at 1:15pm.

Review of the committee project scope will continue through the week and some changes may be made. Chairman Wood has some questions for the architects to clarify information for the committee.

Commissioners have decided that they will rotate on attending the committee meetings.

3:54pm Discussion on different applicants for questions.

Crystal Naylor and Cindi Sievers are the only interested patrons from Richfield, according to the committee criteria, they will be on the committee.

Discussion on Dietrich applicants. Carol Boudreau and Starr Olsen were chosen.

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Discussion on Shoshone applicants. Julia Oxarango-Ingram and Chuck Rutler were chosen.

Discussion on a 7th member. Cindi Sievers had applied as a courthouse employee, but was one of the only applicants from Richfield. Under Sheriff Phillips came in and requested to be on the committee as courthouse employee representative.

4:15pm Sletten Construction

Dan Obar is a local contractor working for Sletten Construction. He left a company flyer with the Clerk and asked to be considered for bid as General Contractor for the Courthouse project, whether new construction or remodel. They have done both.

4:22pm Sheriff and Under came in with concerns about the clarified holiday policy. Discussion on points of the new policy. Another point came up that hadn't been considered, that is if the holiday falls on the weekend, which day do the Deputies get paid holiday OT for? The federal holiday or the actual holiday. It was felt that the actual holiday would be the most fair. Will discuss more during the employee hand book review.

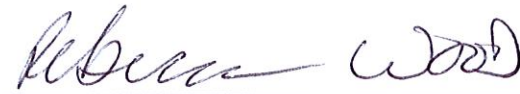
4:45pm discussion on the quote from E&R. Need a cement pad for the gate wheel to roll on and would like change the opener to a key pad.

4:55pm Dave reported that the pump on the boiler has gone out again. The temperature and the pressure on the boiler are over the limit. We have to order the pump. Dave will shut the boiler off tonight and turn it on again in the morning.

Chairman Wood adjourned the meeting.

Respectfully,

Brenda Farnworth, Clerk



Rebecca Wood, Chairman

Attest:



Brenda Farnworth, Clerk