

# LINCOLN COUNTY COMMISSIONERS

## Regular Meeting

February 18, 2020

**Present: Rebecca Wood, Chairman; Roy Hubert, Commissioner; Rick Ellis, Commissioner; Cindi Sievers, Clerk for Minutes.**

9:33am Chairman Wood opened the Regular Meeting.

Claims and Minutes. Discussion on claims.

Old business discussion on the Code Enforcer. Celina has reviewed and studied the ordinances that she is going to watch for enforcement issues. She will talk to the person in violation to give them a warning before any action is taken. Then she will give them to the Prosecutor for any written action needed.

**Commissioner Hubert made a motion to pay the maintenance yard repairs accounts payable for \$162.50. Commissioner Ellis seconded. Vote unanimous in favor, motion carries.**

**Commissioner Ellis made a motion to pay the February 18, 2020 accounts payable for \$18,219.49. Commissioner Hubert seconded. Vote unanimous in favor, motion carries.**

**Commissioner Hubert made a motion to accept the minutes for February 10, 2020 as presented. Commissioner Ellis seconded. Vote unanimous in favor, motion carries.**

Correspondence

Treasurer's Month End Report. Chairman Wood read the totals into the record. Discussion on PILT for funding. The fund may be less this year.

Newsletter from Idaho Trees regarding forestry projects and listed webinars that are available.

Idaho House of Representative Sally Toone is trying to do something for funding for the Ambulance District to get their district as much as the Recreation District. Chairman Wood explained the bill into the record. Commissioner Hubert stated some Counties are combining EMS and Fire as one district.

10:00am Action Items

Sign and Approve Ramp Proposal and Deposit

Chairman Wood said the County Attorney Roats called and talked to her about the ADA issues. She stated he feels the ramp is a stopgap, there still is a liability since it does not address getting people to the courts or the bathrooms. She continued to state the CA feels that if the Commissioners were to up put the ramp and not entertain putting in an elevator, it could potentially lead to a lawsuit.

**Commissioner Ellis made a motion to accept the proposal from Amramp for the handicapped ramp for the courthouse for \$22,851.78 and pay the 50% down.**

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**Commissioner Hubert seconded. Discussion; this does not keep the County out of trouble. Commissioner Ellis yes, Commissioner Hubert yes, Chairman Wood no, motion carries.**

Discussion on the service work at the Community Center to replace the automatic sensors on the toilets to manual flush. The sensors are continually having issues and it would be less cost to the county to replace all the sensors at one time.

**Commissioner Ellis made a motion to accept the proposal from Evans Plumbing number 7-98315 for the Community Center for the amount of \$1,449.42. Commissioner Hubert seconded. Discussion to make the changes in one service call is less cost to the County. Vote unanimous in favor, motion carries.**

Discussion on the waiver of Community Center fees for Shoshone Police Department (SPD) for the Dog Encounter Training.

**Chairman Wood made a motion to waive the Community Center rental fee for the SPD for the Dog Encounter Training. Commissioner Ellis seconded. Vote unanimous in favor, motion carries.**

Discussion for the Public Defender contact for Brendon Ash. Clerk Farnworth stated the contract is exactly the same as the one for Mark Coppin. Clerk Farnworth pointed out some items that need to be corrected before it is signed; the changes are minor. Discussion on the need and what will be covered with the contract. Clerk Farnworth discussed having an inhouse office for a public defender and getting more grant funding. Discussion to join Gooding, Camas, and Lincoln together to share the cost. Clerk Farnworth will contact the other clerks for combined offices. She wants to have the contract approved now so Brendon can begin working.

**Chairman Wood moved to accept the contract for Public Defender Brendon Ash of James Law, with 2 minor changes one being on page 3 changing jaw to law and the date to February 13, 2020. Commissioner Hubert seconded. Vote unanimous in favor, motion carries.**

Discussion on the proposal from K&R Heating for heating at the EMS quarters. Discussion on the repairs needed as stated in the proposal for \$2,339.59. Chairman Wood called Dave in maintenance to ask about the heating proposal. He will be in soon to discuss.

### Correspondence

Commissioner Hubert had an email regarding the building for the transfer station. The need for the building was discussed by Commissioner Hubert. The question was to have Southern Idaho Solid Waste take control of the project or should the Commissioners oversee the project. Discussion what needs to be done. Discussion if the project is over \$50,000, it has to go to bid. Discussion on the qualifications to build the new building and its location. Commissioner Hubert will talk to Southern Idaho Solid Waste next week. A plan needs to be listed to make sure anyone bidding the job will be looking at the same plans.

Dave is here to discuss the heating for the EMS quarters. They were without heat for a couple of weeks. Dave asked to have a bid to purchase a used gas heater as a backup if it is needed. The

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current heater is not big enough to handle all of the area. Because there are personnel staying in the building, another heater should be purchased. Commissioner Ellis stated a second heater would be a good idea.

**Commissioner Hubert made a motion to approve the proposal from K&R Heating for the EMS quarters for \$2,339.59 to do the work as proposed on the bid. Commissioner Ellis seconded. Vote unanimous in favor, motion carries.**

Dave was asked to oversee the project with K&R Heating.

Discussion on bid from Superior Door for a manual window slide. Sheriff King discussed the glass between the public in the hall at the Sheriff's office. He wants to remove the glass and put in a shutter. Since the bid was too high, he will look for another option.

Sheriff King addressed the dog problem in the County. One dog bill was \$190.00. The people who adopted the dog were willing to pay the fees. Sheriff King discussed the shelter in Wood River has a mobile unit that will come to the County and spay and neuter dogs and cats for free. Discussion to schedule the mobile unit and publicize for people who want to have their pets spayed or neutered. Discussion to have a shelter for here in the County's use only.

Final approval for Employee Policy Manual.

Discussion on the changes made last week. There were minor changes and a table of content was to be added. Discussion on the vacation accrual for the Sheriff's deputies. The accrual can be tracked manually, but the paycheck will not reflect the correct hours. This will be tabled for this afternoon when CA Roats is available.

11:00am Recall process – Clerk Farnworth

Perspective recall petition was brought to her for approval by statute. There are two petitions, one for Commissioner Hubert and one Commissioner Ellis. Clerk Farnworth explained the process how the petition is written and how many signatures it will take to put the recall on the ballot. She explained the deadlines are April 3<sup>rd</sup> to put the recall on the May ballot and April 22<sup>nd</sup> for the August ballot. There will be a separate ballot for each Commissioner.

Commissioner Hubert would like to buy a voter list and would like an audio of all the meetings. Clerk Farnworth informed him he will be charged a \$10.00 fee for each CD.

March 2, 2020 is the start to bring in the Candidacy forms and the deadline is March 13, 2020. Clerk Farnworth informed all elected officials that they must sign up on the Secretary of State's website and file a C1 whether they are up for election or not.

Old business

Discussion on HB409 has been postponed to February 20, 2020. Discussion on the tax circuit breaker and homeowner exemption. Discussion on other bills in the legislative session.

Commissioner Hubert received the minutes from Middle Snake Regional Water Resource Board. He addressed a report regarding the Phosphorous levels of .075 in the underground water from Milner Dam to King Hill.

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Chairman Wood discussed an opportunity for manufacturing business that is tied to agriculture. She contacted some farmers in Lincoln County who might be interested in their project. This opportunity was given to Chairman Wood by Southern Idaho Economic Development. She has given the names to SIED. Discussion on the Water Protection Resolution signed by the Commissioners.

501(c)(3) discussion on a company creation and Board members' appointments. Chairman Wood would like to be on the Board and would like to start working on putting this together and stated it will not be a part of the County. The purpose of this Board is to be able to apply for grants for the betterment of the County and its residents. An example would be arranging transportation for the elderly and homebound residents to doctor appointments.

Southern Idaho Community Action is sponsoring their annual Empty Bowl benefit March 3, 2020 at Canyon Crest, to raise money for their programs. There will be an auction, live entertainment, raffles.

### USDA Grant Discussion – Chairman Wood

She met with the representatives for a meeting. Region IV also attended. Unfortunately, the LMI Survey does not qualify for their grants. Later this year, the qualifying percentages will be updated; then the County may qualify. Discussion on how the grant does work if we were to qualify. The dollar amount would only be around \$100,000 at the most. The good news is that they would buy a General Obligation Bond with a set amount without a minimum or maximum rate for the length of the loan, and can take the bond out to 40 years to help lower the tax to the homeowners. They will help the County get through the process for them purchasing the bond.

Discussion on housing they can offer County residents and will come to hold a public meeting to inform them what is available for loans. The septic and well can be added to the home loan. They also offer easy to qualify for a new well or roof on an existing home. Chairman Wood would like to get this put together for Spring. Chairman Wood will get more information for future meetings.

Continued discussion on old business:

Discussion on the Richfield property. It has to go through probate and will take some time to get the property to auction. There is nothing else on the property that needs done at this time. CA Roats is working on the property and getting the deed to the County so it can be sold.

Chairman Wood has asked Cindi, P&Z Amin, to talk to other counties to see what ordinances they use for wind turbines. A company for a wind turbine project is looking into Lincoln County to build the turbines.

Care Center Grant application is working with the Region IV to get the project done.

11:55am Chairman Wood adjourned the meeting for lunch.

1:00pm Chairman Wood reconvened the regular meeting.

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**Chairman Wood made a motion to amend the agenda to add an Executive Session right after the Indigent Executive Session Personnel. Good faith reason, there are personnel issues that can be urgent. Commissioner Hubert seconded. Vote unanimous in favor, motion carries.**

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

Chairman Wood adjourned Executive Session and reconvened the regular meeting.

**Commissioner Ellis made a motion in case # 2019019 and 2020005 to approve. Commissioner Hubert seconded. Vote unanimous in favor, motion carried.**

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

1:10pm Chairman Wood adjourned Executive Session and reconvened the regular meeting. No action from Executive Session.

1:22pm RFP & RFQ Approval – CA Roats

Discussion on the RFP. CA Roats reviewed the size of the courthouse and listed the rooms needed. He read this into record. Discussion on other rooms for the courthouse to be considered. Discussion on the scoring section. Commissioner Hubert asked about other interviews from the past bond RFP. He wants to know if it will only be the scoring section considered for this time or if the past interviews could be presented as part of the record. CA Roats wants the process to be objective, transparent, and fair. Anything that a Commissioner wants to bring to the selection, it has to be in writing and given to all the Commissioners for review. Discussion on the point system and scoring. Discussion on Selection Timeline and Procedures; Advertise dates; Return date of Proposals discussed for March 31, 2020.

Chairman Wood would like to see comparable proposals before the decisions for square footage between the last bond amount and this bond amount. The numbers for bid should be the same as before. Chairman Wood brought a spreadsheet showing the comparison with dollar amounts with the same square footage for new and renovation and annex. This showed the numbers for equal square feet is close in cost to build. She stated that the size of the courthouse was not a choice they made for size in the last bond process. She continued stating that a single commissioner went to an architect and compared Lincoln County to Bear Lake County using it as the example for size and cost without vetting the numbers. Chairman Wood and other elected officials are not sure that 15,000 square feet is enough space for all the offices. She continues to point out the numbers from Commissioner Hubert's plan to build new and compared the two options using the same square feet. This shows both projects would be similar in cost. In

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addition, by leaving the courthouse it would be detrimental to the history, town, and economic development.

Commissioner Ellis stated he thought the cost per square foot was \$250 to build new, not the \$304 shown on the spreadsheet.

Commissioner Hubert said the architect and the builder present the plans last time; renovate and annex, new on new location, and new on courthouse site. He read the dollar amounts into the record. Discussion on the different plans and the dollar amounts per square foot for construction. Each Commissioner discussed their view for the courthouse. Commissioner Hubert suggested to have an architect and builder look at using 8,000 square feet for a court and sheriff's department. Clerk Farnworth stated the proposal from Myers & Anderson did use an 8,000 square feet annex for the courts and sheriff's department. Continued discussion on the cost of the courthouse project being similar in cost for the same square footage.

2:00pm Melissa Barry with Southern Idaho Tourism reported on tourism in lodging, sales, and advertising views online. The Ice Caves are going to be part of the Hidden Gems program. Discussion on the possibility in the future for trails from Neher Park. Discussion on Shoshone Art Festival, Mammoth Caves, review on online presence for people looking for things to do in and around this area. She is requesting continued funding from Lincoln County to help with the costs.

2:09pm Chairman Wood adjourn the regular meeting for P&Z.

2:43pm Chairman Wood reconvened the regular meeting.

Commissioner Ellis addressed Cindi, Minutes Clerk, regarding a previous meeting where a clip played stating he would support the findings on the survey was not played in its entirety. Cindi stated she had played the whole clip and did not cut it off. The entire sentence is "I would support the survey if it was a majority" briefly paused then stated "if it was 68 to 70% yes, then I would support it." Discussion on what transpired on January 21, 2020. Chairman Wood said we should play the clip again to see what was said.

Clerk Farnworth and CA Roats brought the corrected Employee Policy Manual. Review of the changes.

**Commissioner Hubert made a motion to approve the Lincoln County Personnel Policy Manual. Commissioner Ellis seconded. Discussion; the Resolution for the Personnel Policy Manual to be approved in the next meeting. Vote unanimous in favor, motion carries.**

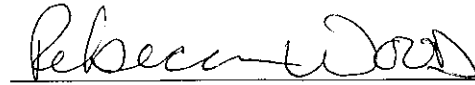
Clerk Farnworth addressed Chairman Wood regarding the numbers she used in the spreadsheet for comparison did include the parking lot.

Addendum for the cost of construction attached.

Respectfully,

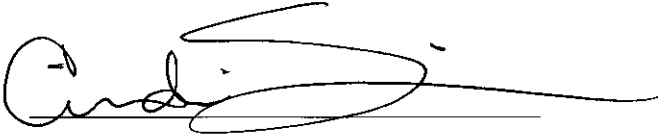
Cindi Sievers, Clerk for Minutes

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Rebecca Wood, Chairman

Attest:



Cindi Sievers, Deputy Clerk

Colby Ricks from Laughlin Ricks Architects  
 + Starr Corporation - *Starr* attest  
 Clerk

Lincoln County Courthouse-Project Budget Summary

September 2019 Estimate

Renovate Existing and Construct Annex

Annex Construction	<i>12,000 Sq Ft</i>	\$	3,099,402.00
Historic Courthouse Renovation	<i>8,000 Sq Ft + 4,000 Storage</i>	\$	2,555,373.00
Courthouse Parking		\$	360,469.00
A&E Services		\$	420,000.00
Building Permits and Plan Review		\$	24,000.00
Builders Risk Insurance		\$	15,000.00
FF&E		\$	165,000.00
Owner Contingency		\$	200,000.00
<b>Total</b>		\$	<b>6,839,244.00</b>

Construct New at Site with City Utilities

New 17,000sf Facility		\$	4,216,000.00
Site Work		\$	683,000.00
Land Purchase		\$	200,000.00
A&E Services		\$	343,000.00
Building Permits and Plan Review		\$	19,900.00
Builders Risk Insurance		\$	13,000.00
FF&E		\$	165,000.00
Owner Contingency		\$	200,000.00
<b>Total</b>		\$	<b>6,839,900.00</b>

Board of Lincoln County Commissioners

Chair *Robin Woods*

Attest *Starr*

*3/2/2020*

Approved

Denied

For Discussion

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