

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES
JUNE 26, 2023**

Meeting called to order at 9:00. Those present are Commissioner Clark, Commissioner Young, Chairman Hancock, Emergency Management Rebecca Squires, Assessor Jessica Roach, Treasurer Kristine Lund, Probation Tammy Adkins, Sheriff Steve Anderson, Planning & Zoning Milton Ollerton, Public Works Rob Cromwell, IT Garn Herrick, Maintenance Travis Thompson, Clerk Colleen Poole; Audrey Moon is clerk of the board. Pledge of Allegiance led by Commissioner Clark. Prayer offered by Commissioner Young.

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ELECTED OFFICIALS – DEPARTMENT HEADS

• **STAFF MEETING**

9:02:51 AM IT Garn Herrick wants to introduce Chris Rhoades who is their new acquisition from another county. Has a lot of experience behind him. Will fill in the gaps with the team. Will be here helping getting the network rolling. Will harden the networks for less chance of intrusion. On the email report for the month only had one person click was the Sheriff's Department but not the Sheriff. So, everyone notes the dates of July 18th and July 19th any one on the Computer Arts Software on the county side of the network that will be unavailable for two days. After the crash last month got Computer Arts attention to upgrade the software. Will send out emails and communicate this well beforehand. This is July 18th and 19th. Rebecca said if this affects services to the public work with her so they can push this out to social media and the website. Garn said they are switching antivirus providers. Will roll this out incrementally. Should not notice the difference will just be protected more. Chairman Hancock asked on the software protection on their laptops will they put this on separately? Garn said yes where it is not on the network. Will have to catch anything not on the network.

9:06:06 AM HR/Emergency Management Rebecca Squires said on HR if during the budgeting cycle trying to catch payroll magic ahead of workshops. If they have extra steps or regrades that do not fit into the salary administration policy Audrey or herself will reach out to see what they are thinking. Be aware if this is not just the step and grade they will reach out. On Emergency Management thanks the waterway guys for letting her go on the river last week. Flows on the South Fork are around 12,500 cubic feet per second. This is high but not flooding. This is bank to bank flow. The water temperature is about forty-seven degrees. Will experience hypothermic shock almost immediately. Folks going out need to realize it is high there is a lot of debris and is cold. Not a good time to recreate on the Snake River. Jackson Reservoir is eighty four percent full. Palisades is ninety-nine percent full. Grassy Lake is one hundred percent full. Henrys Lake is one hundred percent full. Island Park is one hundred percent full. Water storage system is just about completely full. Should see these high flows until the snow is melted off. They are passing through the water coming in. Maintaining this right below flood level. This will continue well into July.

9:08:25 AM Maintenance Travis Thompson said they are keeping up on the repairs. Will be working on the HVAC for the courthouse and Sheriff's Office. Will do this after hours so it should not affect anyone.

9:08:49 AM Sheriff Steve Anderson said they have a busy week. Have lake fireworks on Saturday. Gearing up for all of the fourth events.

9:09:04 AM Probation Tammy Adkins said it is status quo they are staying busy.

9:09:12 AM Treasurer Kristine Lund said they just got through June collection it went really well. The server went down and this gave her an opportunity to think about some processes to streamline things. Saved them a lot of time. Has made them more efficient. June went wonderful. Looking forward to December. Will learn more about the property tax reductions during the summer. Sure, they will be talking a lot. Collection went as expected do have stragglers coming in.

9:10:10 AM Assessor Jessica Roach said they are dealing with June and the appeals. Today is the deadline to file these. The office has been busy answering phone calls. DMV has picked back up. Have had long lines at the DMV. Just been busy. That is all she has.

9:10:48 AM Public Works Rob Cromwell said for Solid Waste the scale should be open July 7. They did not have any cylinders to break for testing. With the moisture present in the soil it is hard to replicate that in a lab so will let it cure for twenty-eight days so they get the maximum strength. Looking at some upgrades at both Circular Butte and County Line landfills. Looking at quotes for a shack for County Line. Will go over this more in his update. For Road & Bridge 1900 E went really well. Looks textbook. Will continue to evaluate this over the next several weeks for wash boarding. Have already had pivots watering on the roads. Spoke to those pivot owners and let them know the situation. Will work with Mark to get the water issues resolved. For the grants he needs to resubmit the emergency grant application. They just wanted the narrative improved before they evaluated it. Will get this in this afternoon. New grant was announced a strategic initiative grant. Looking to coordinate a joint project on County Line, Old Yellowstone, 2100 E. Would be Jefferson County, Bonneville County and ITD. Try to improve traffic flow through there. On the office repairs are waiting on a painter. Difficult to find one that is available. Option they can look at is estimating the materials and doing it themselves.

9:14:37 AM Planning & Zoning Milton Ollerton said things are continuing to be busy. Last month they met the same number of permits for the previous year. This month are already ten ahead for June. Expects this will continue through the summer. Building inspectors are now working four tens and are offsetting these. This gives them the opportunity to increase their inspection hours. Doing inspections starting at 7:00. Allows them to get concrete in the ground earlier. Doing a few things to help move the work along. Have set a training date for the end of September. Will have to close the office a few days to train on this program.

9:16:02 AM Clerk Colleen Poole said she has a copy of their budget has been entered. Look at them carefully make sure nothing is missing. Then she also has the expense sheets. If they have questions let her know.

[9:16:30 AM](#) Commissioner Young said they attended a conference in Moscow. One presentation was on taxes. Interesting to look at the neighboring states Idaho is one of the lower. Wyoming was one that was lower but they get a lot of income from oil production. In the county they run a pretty tight budget. Great for the departments for being frugal with the numbers. Operate on their needs. Even though the appraisals are going up the taxes may not go up that much. Especially to the county. They try to use the funds prudently.

[9:18:07 AM](#) Noxious Weeds & Invasive Species Mitch Whitmill apologizes he got tied up on the phone. They are business as usual. Trying to stay ahead of the weeds in the county. With Garn's assistance they should have the fuel depo running in Roberts. This will be the same system as Road & Bridge. On the auctions has been some question on payments. They have a third party that pays them and sometimes it takes about ninety days to get this. The payments were made. Nothing is removed unless it is paid for but it takes some time to turn the check around. Have not taken this will get it to them once they get it. Chairman Hancock asked how many road miles have been sprayed. Mitch said they have done all of the miles so 1,600. Do spring treatment with kochia and thistles. About 1,600 lane miles. Retreating some of the kochia sites where they have emerged. Leafy spurge is coming up all over the county. This comes with the right moisture and temperature. Can knock it down with 2,4-D. Trying to work with folks on this. Doing private work on some smaller pastures. This is landowners' responsibility. Need to treat this. Commissioner Clark said on the first roadside treatment do they spray out further on the second treatment. Mitch said they spray the first ten feet. For some roads this is the full width. Commissioner Clark said the first treatment did a really good job. Just does not reach the entire area. Mitch said to adjust this boom nozzle this has a calibrated rate with a certain pattern. Throws the calibrations off on the trucks. Commissioner Clark said he wants to get the rights-of-way covered. Mitch said some of this is just beyond the ten-foot reach.

[9:25:43 AM](#) Commissioner Clark said he appreciates everyone's efforts taking care of things within the county.

[9:25:51 AM](#) Chairman Hancock points out in Moscow they talked about taxes and a lot of things. For correction purposes they had a discussion with Senator Lakey on impact zones with the city and county. This is something Milton is working on. Has not passed. They have pending legislation for next year that the impact areas will be no greater than one mile. This has not passed thinks The Star published it had. Presented this year and did not go through but felt it might next year. That is for clarification. Also, Commissioner Young and himself went to Leadore last Thursday to a meeting to discuss different issues with public lands. What people can do and the rights of the county on public lands. Washington County's former commissioner showed ordinances that went along with federal law. This way the Sheriff had legal authority to do things on public land. Chairman Hancock said a question was asked by several people on the arrangements they have to spray on public lands. They have spray days they have done in the past. Mitch said they have in the past had a work agreement with BLM. Moved to using Grants.gov and they spent six months to reapply for the work agreement grant and could not get through this. There was a certain number they needed for the county and could not get this to work. Even the BLM office did not know how to apply for this. Usually receive a \$25,000 grant to work on BLM land. A lot of time for property that bordered BLM ground would use these funds. Worked with Rebecca and will get this applied for next year. Sent a letter on his disappointment on the federal agencies and their poor management. BLM has millions of acres and does not have any applicators. Chairman Hancock said that was a big complaint in that meeting. Have some regulations. They have been busy going to these meetings these last few weeks. Appreciates those in the county. Just because they have money in their budget they need to spend these wisely. Will have COLA adjustments for wages. This will be what they can afford as a county. Thanks, them for what they do.

PUBLIC WORKS – ROB CROMWELL

• UPDATE

[9:34:29 AM](#) Rob said he just got a call from the shop the forks have snapped off of the forklift. Broch does not believe this is repairable. Commissioner Clark asked what they use this for. Rob said they change edges, deliveries. Chairman Hancock said a variety of things. Any type of heavy equipment they have to move. Rob said they have a load of supplies coming in today they will have to figure out how to unload. Chairman Hancock said a chain and a loader. Commissioner Clark asked if they have any forks for the loader. Rob said they have something they rigged up. Chairman Hancock asked what kind of forklift they have. Rob is not sure the brand. This is an old gasoline type. Not one they should be using inside a building without proper ventilation. Not sure what they have but federal surplus has a lot at their warehouse. Might be able to pick one up cheaper. Chairman Hancock said if they have to buy the whole apparatus but it depends what they have. Rob said that Broch has tried it is hard to find parts for. Chairman Hancock said to check with Con Equipment that have these. If they know what kind they can see if they have a boom to replace it. Would not want a new one on an old forklift. Then follow up on the federal surplus.

[9:38:09 AM](#) Rob said he didn't want to get into on Circular Butte landfill they need showers out there for employees so they are not taking this home. Wonder if a good option for a shower facility would be a man camp they used in the mines. Chairman Hancock thinks these are pretty expensive know of a couple that cost over \$200,000. Rob said that is not what he is looking at. Was looking at what is being sold from Richey Brothers. Chairman Hancock said he thought about this what it would cost to build a bathroom facility adjacent to the shop. Put in a drain field with septic. Have a nice facility that is permanent. Wouldn't have to worry about freezing. Would like to do a permanent facility. Talked about a shop expansion. If they make this all part of the shop expansion. Have a bathroom attached. Commissioner Clark thinks that would be better. Chairman Hancock thinks this would be wiser to build this together. Rob said something that is going to last. Commissioner Clark said they spend a lot keeping the equipment warm. Need to get this inside if they had a facility. Do they have anything out there now? Rob said they have a foundation poured next to the existing shop. Could use that to expand. Commissioner Clark said this is not big enough to get any equipment in. Rob said there is not anything they could use for that. Would be a good locker room and shower facility. Possibly parts storage. Commissioner Clark said they can look at that. Chairman Hancock said to get some dimensions. The shower they just need water and a drain system. Hook into the well they have water out there. Did they ever find out the pump size out there? Rob said Denning did not get them this information. Asking them to come evaluate what is out there and see if they have the capability for a bigger pump. Have a six-inch casing right now. Do not have the drillers report. They deepened this to six hundred feet.

[9:43:45 AM](#) Rob said the other estimate would be a new shack for County Line. Chairman Hancock said maybe a bully barn or shed. Rob said that is exactly what he is looking at. Wants to get a price on this before looking at drilling a well and putting in a drain field. There is nothing like that there currently. Do have electricity there but no water. If they could eliminate the porta potty this would be a savings.

[9:45:23 AM](#) Rob said for Road & Bridge 1900 E went great. If they can keep the water off of this. Chairman Hancock asked if they talked to the landowner. Rob said they said they would but Mike had already talked to them on Wednesday before they put down the oil. Came and shut the end gun off but the next time the pivot came around the end gun was back on. Chairman Hancock said they did not program this just shut it off. Rob said they will try and work with them to be compliant. Chairman Hancock said he heard from Idaho Asphalt that it was the worst to spread. Rob said they did not dry out their distributor. The hot mix plant oil was plugged up. That is not their fault. Chairman Hancock said it took them five hours to clean the distributor. If it sets up would be the toughest. Rob said this is the same as Bonneville County sprays. Chairman Hancock said they told him it was not the same stuff. How much did they do? Rob said they were two hundred feet short of a mile. The spray rate was pretty high. The distributor that was sent out did not have the capacity as some of the others. Said they sent out thirty ton but he lost some while cleaning out the bar. Was two hundred feet short of where he expected. Was ready to spray additional if they had enough.

[9:49:20 AM](#) Rob said this week they will be patching culverts. Will be watching 1900. Then when they are doing the BST on the westside will apply the sand seal or apply the second coat. That will be a decision he and Mike make on the ground. Chairman Hancock asked on 1700 if they looked at this. Rob said he did. They have established a road between the corrals and the county road. The county road is naturally low right there. Will build this up with cinders. Will not solve their issues completely. Going to re-establish the ditch on the side of the road. Will not solve the landowners' manure. Eventually this will back up and flood the road. Landowner will need to mitigate this some. Will take the road out by the pens. This is in the county right-of-way.

[9:52:10 AM](#) Rob has not had time to make progress on the access permit ordinances. Thinks that is all he has. Commissioner Clark said on the grants the one he is talking on with Bonneville County is this just coming out? Rob said they just announced this last week. Can forward the email from the state and it explains what projects this can be used for. Hoping if they can get a collaboration of organizations for the same project will move them up the list. Chairman Hancock said this is a bottle neck area and they know that. Knows the state has studied this to find what to do. Rob said if they could get this cleaned up. The number of accidents should justify a project. If they can get a joint project it usually earns more points. Chairman Hancock said one is to go around where it curves on 3800 to the backside of the loft. Commissioner Young said they discussed a roundabout. Rob said his idea would be two roundabouts. One on the west and one on the east. Come off of the Interstate only turn right. If they are going southbound off the exit they turn right around the roundabout to exit going east. Chairman Hancock said the east has three canals and railroad tracks. Rob said this would be a combined roundabout and a signal. A signal would block this when a train came through. Commissioner Young said they usually have two trains a day. Rob said there is not enough space between the railroad tracks and Highway 20. When there is a train traffic will still back up.

PLANNING & ZONING – MILTON OLLERTON

• UPDATE

[9:56:36 AM](#) Milton said they are not slowing down. Too nice of a place and people want to live here. The software is coming along they have set a training date in September. Jeff and Gordon are working offsetting four tens. Gets them the opportunity to do inspections fifty hours a week. Commissioner Clark said that should make them happy. Commissioner Young said a lot of time it is hard to get these all done. Milton said Friday afternoons will be kept light so they can catch up in the office.

[9:58:25 AM](#) Milton said one thing they are dealing with when folks apply for a permit they have to verify the property is properly created. If it was after 2008 had to follow a procedure. Often come across property they just recorded a deed and split the property. Sometimes they can allow for a division of property to fix this. In some cases, they have split this smaller than the zone allows. Then have to apply for a variance and division of property. There are a lot of these out there. Not sure they will actively pursue those but as they come in they will correct these.

[10:00:33 AM](#) Milton said last week they discussed RV codes. Chairman Hancock said the presentation on tiny houses. There is a place for these but possibly an RV Park or mobile home park. Putting these on an acre is hard unless these are on a foundation. Commissioner Clark said if these are permanent and they came up with a place to put these. Commissioner Young said he does not see much difference between these as a single wide trailer. Chairman Hancock said a lot of mobile homes or trailer homes are made to certain standards. Does not see much difference on these. Can be moved. Interesting discussion he discussed this with his wife after she was on Planning & Zoning Commission and she brought up where they would put a new trailer park in the county. Really does not know where. Commissioner Young said he supposes they could see this in Kelly's area. Chairman Hancock said they talked about this when they put this in a trailer park they need some type of community water and sewer. A PUD or a system some place to accommodate of hook into a city system. Had this discussion because he told his wife about the tiny homes and really where do they put them.

[10:03:29 AM](#) Milton said talking to developers they have to put twelve per acre to make this profitable. Then if they put in twelve per acre they need to be in a city. Chairman Hancock said or serviced with those services. Commissioner Young said so in a mobile home park. Chairman Hancock said in a mobile home park. Talked about the one in Madison. Chairman Hancock said Commissioner Clark heard from the neighbors they are not as happy with it. Commissioner Young said he has seen it. Chairman Hancock said it might not be as wonderful as they say. Milton said this is a huge lifestyle change. Chairman Hancock said this is more like an apartment complex or townhouses. This is not rural living with nice homes out in the country. Have to cram these in together. Want to look at preserving the rural area. Milton said this is good wants to understand where to go. Commissioner Clark said they spoke about putting these with homes for parents. Elderly will not be able to live in these. Chairman Hancock said the bedroom is upstairs how they would be able to navigate these. Commissioner Clark said would hate for them to think they can put these right next to another house. Have one-acre zoning for a reason. Milton said if someone wanted this as an ADU. Chairman Hancock said this would be a conditional use permit. Commissioner Clark said if they rent this out. Chairman Hancock said it should be in some type of tiny home or mobile home

park. This is his thoughts and bounced this off his wife who spent ten years on Planning & Zoning and her final comment is where this would be put. Milton said as he looks at RV ordinances and how to address this because they have folks living in these. Chairman Hancock said this should be temporary. Milton said right but they have skirted these and put on a deck. Do they create a building permit on these? Looking do they add density or do they leave it as two. They can have an RV as an ADU with a building permit set up in a permanent way. If they are going to set an RV up with a permanent structure. Commissioner Clark does not think these are a permanent structure. Not sure they should be set as a permanent. Chairman Hancock said part of this is the housing crunch. Knows the county is six-month limit. Knows they are staying longer. Milton said they are skirting these and have totes all around the RV. Just trying to address this. They either have a lot of compliance issues or they need to update their ordinance and allow RV's to be a permanent structure. Question is do they add density. There are houses that have a house, an ADU and an RV pad. Will put a snow roof over the RV or build a lean to and put the RV in this. Will have power and utility hookups. This is mostly permanent and that RV.

[10:09:48 AM](#) Chairman Hancock asked what other counties are doing. Commissioner Clark said he is not sure on an RV being used on a permanent basis. Chairman Hancock said to check what other counties are doing. Milton said he will. Chairman Hancock knows they are all having this issue. Maybe address this regionally so they are all on the same page regionally. Commissioner Young thinks this should be closer to city services. Chairman Hancock said they have a pad put in with a sewer hookup. Commissioner Young said you see these out there. Chairman Hancock knows they have three of them being lived in by their home and three of these on the yard. Commissioner Young said some of these are using these as Airbnb. Milton said they have had to have discussions on this with folks. The RV is setup as a permanent way some are using this as a vacation rental and others are living in these. Commissioner Clark asked if this is in a subdivision or on individual property. Not sure if more acreage would give them more leeway. Not sure an RV should be allowed as a permanent structure in a subdivision these were zoned for one residence. Chairman Hancock said they do not want this to be multi-family. That is what they are trying to avoid. That is why apartments, duplexes and townhomes are in other areas. Understand people need a place to live. Also have to look at everyone around them. Milton said this does have an impact. Commissioner Young said they need to protect private property rights by not devaluing it. Commissioner Clark said in a subdivision they allow this they have twice the density and twice the people coming in and out.

COMMISSIONERS

- **APPROVE CLAIMS – (ACTION ITEM)**

[10:15:18 AM](#) Commissioner Young asked why they get charged for ambulance services to the jail. Chairman Hancock said everyone gets charged. They do base this on the Medicaid rate. Commissioner Clark said everyone pays. Commissioner Young said this is in addition to the contract. Chairman Hancock said they have discussed this numerous times. Commissioner Clark said if they had their own. Commissioner Young said they wouldn't have to pay. Rebecca said they will still pay for this. They will have an MOU with Central Fire so they will be paying for this. Chairman Hancock said he did not see any issues with the claims.

[10:16:39 AM](#) **Motion by Commissioner Young to approve claims from 6/12/2023 to 6/23/2023 for \$441,070.36. Second by Commissioner Clark. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **APPROVE COMMISSIONER MEETING MINUTES – (ACTION ITEM)**

[10:22:28 AM](#) **Motion by Commissioner Clark to approve commissioner meeting minutes from April 17, 2023 with noted changes. Second by Commissioner Young. Roll call taken. Commissioner Clark – aye, Commissioner Young – aye, Chairman Hancock – aye. Motion passed.**

- **CONSTRUCTION UPDATE**

[10:23:13 AM](#) Chairman Hancock said he saw some pictures. Rebecca said they are moving along as they can hear. The steel studs are in. Running the electric. Plumbers have been out. There are some places that the ceiling is seven foot ten inches with the duct work. Going along has made a few decisions. On the other project with the courts that is being advertised now. Hoping to start work on that in August. Something Scott Nielson sent to her is asking if they want the Treasurer/Assessor project rolled into the court project. This would save them another bid. If they are okay with that. Commissioner Young said sometimes change orders are costly. Rebecca said another issue will be the security in the building does this need to be done as well. Is not sure if the Sheriff is ready. Commissioner Clark does not think that project will be as large. Rebecca said it would be cheaper unit price wise if they are already here doing stuff and just do a bit more. Commissioner Young thinks they could get some ideas. Have it looked at. Commissioner Clark said he is not sure they know yet what they need. Commissioner Young said during the winter being up front will need additional heat. Commissioner Clark said they will not be outside in it. Does not know how big the machines are. Would need to know the dimensions. Commissioner Young said they would need to know the space. Rebecca will visit with the Sheriff and see. Chairman Hancock said they will need a key reader for in between the two buildings. Rebecca said there is already. Chairman Hancock said to keep that locked. Rebecca said that would be up to the Sheriff. Chairman Hancock said they talked about this. Otherwise they need a separate one for over here. Rebecca said everyone routes through. Chairman Hancock said becomes cumbersome for 4-H or a public meeting. If they can lock that section that would be the first to be controlled.

[10:27:30 AM](#) Chairman Hancock said Bonneville County has different buildings that do not have the security systems for. Rebecca said she will visit with the Sheriff wants everyone to be on the same page. The next phase is Central is wanting places to park ambulances. They need to move the boat and command center. Looking at what to build in a shed. Chairman Hancock said additional space for the storage shed. Rebecca said this will be heated. Officer Smith is working on that. Chairman Hancock said they had a good rescue on the river. Rebecca said that happened a few weeks ago. Guy was pulling a trailer and toy hauler and went into the river at Wolf Flats. Chairman Hancock said they had a dog floating down the river on the trailer house. Heard this was quite a rescue operation. Commissioner Clark asked if this is pulled out? Rebecca said waterways deputies rescue people not boats or trailers. Cannot leave this they have to hire a private salvage company to get it out. Chairman Hancock said he heard they got the pickup out of the river. Flowing so high. Rebecca said there is a lot of debris in the river. Every year this is a different river.

Chairman Hancock said from Heise to Roberts. Rebecca said they launched at Menan but spent most of the day between Byington to Lorenzo. Within a few hours can be different if they get a big tree that is caught up and moves the whole channel over. Commissioner Clark said the flows are not too high below Heise. Rebecca said at Heise is 12,500. Chairman Hancock said the Feeder takes some of this out. Rebecca said Menan is running about 10,000. Lorenzo is about 6,500 to 6,700. Commissioner Clark said they survived this spring pretty decent considering what could have happened. Rebecca said they have had and are still having a cold and wet spring.

10:36:36 AM

Colleen said she has a copy of the budget for them to review.

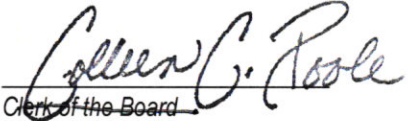
10:36:48 AM

Motion by Commissioner Clark to adjourn at 10:36. Second by Commissioner Young. All in favor – aye. Motion passed.



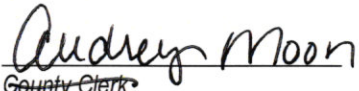
Chairman of the Board

9/18/23
Date



Clerk of the Board

9/18/23
Date



County Clerk

9/18/23
Date