

Commissioner Minutes

April 14, 9:30 a.m. – 10: 22 a.m.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER ACTION ITEMS

Commissioners Leslie Van Beek, Brad Holton, and Zach Brooks

Chief Deputy PA Aaron Bazzoli

Deputy PA Zach Wesley

Deputy PA Ben Cramer

Deputy PA Trent McRae

Director of Solid Waste David Loper

Director of Juvenile Detention Sean Brown

Emergency Manager Christine Wendelsdorf

Assistant Director of DSD Joshua Johnson

Director of DSD Jay Gibbons

GIS Supervisor Tony Almeida

Chief Deputy Treasurer Steve Onofrei

Treasurer Jennifer Watters

Banking and Finance Manager Melissa Tucker

Deputy Clerk Diana Hoffman



MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER ACTION ITEMS

The Board met today at 9:30 a.m. for a legal staff update and to consider action items. Present were Commissioners Leslie Van Beek, Brad Holton, and Zach Brooks; Chief Deputy Aaron Bazzoli; Deputy PA Zach Wesley; Deputy PA Ben Cramer; Deputy PA Trent McRae; Director of Solid Waste David Loper; Director of Juvenile Detention Sean Brown; Emergency Manager Christine Wendelsdorf; Assistant Director of DSD Joshua Johnson; Director of DSD Jay Gibbons; GIS Supervisor Tony Almeida; Chief Deputy Treasurer Steve Onofrei; Treasurer Jennifer Watters; Banking and Finance Manager Melissa Tucker; and Deputy Clerk Diana Hoffman. The action items were considered as follows:

Commissioner Holton brought the meeting to order and requested to consider bullet point two (Consider an Independent Contract Agreement with Danielle Willis for Barber Services at the SWIJDCC) after Executive Session. Commissioners Van Beek and Brooks were in agreement.

Consider a Resolution to Close the Unused Prepaid Credit Card Account for the Canyon County Solid Waste Department and Transfer the Remaining Balance to the CCDWD General Account: Director Loper explained that landfill changed credit card providers. The new provider allows the card fee to be covered by the customer. Previously there was a dedicated account to cover credit card fees.

The last bill for that former card company has been paid. The account can now be closed. Director Loper recollects there to be approximately \$30,000 remaining in the account. Commissioner Holton noted that the switch was made because the previous vendor increased their prices. Director Loper noted that his department is now using Point and Pay, as most of the County is.

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to sign the resolution closing the credit card prepaid expense account for the Solid Waste Department and that line item will move to the General Fund for the Landfill. (Resolution No. 26-058)

Consider the Idaho Office of Emergency Management Grant Adjustment Notice: Ms. Wendelsdorf explained that there was an extension for the Emergency Management Performance Grant (EMPG Grant) that was applied for to extend the grant until May 29. An extension was requested because there are still projects in the works. This will allow the remaining funds to be applied to said projects as they wrap up.

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to sign the Idaho Office of Emergency Management Grant adjustment notice to extend the performance period from the end of March to May 29, 2026, as indicated.

Consider an Ordinance Repealing Chapter 6, Article 5 Addressing, Section 23 Variances and Appeals: Mr. Wesley explained that the issue is appeals that are created after numbering address changes and name changes that are requested by property owners wanting to add a home. The error occurs for Emergency Services. The Prosecuting Attorney's Office – Civil Services, was tasked with reviewing the appeal process and the legal requirement to provide an appeal. There is no legal entitlement to an appeal, as it is a government function. It can be changed at any time. This ordinance removes the appeal and variance procedure in the addressing ordinance.

Commissioner Van Beek provided her support on of this change and provided an example of how this can become an issue.

Mr. Wesley explained that they reviewed the Treasure Valley and the State to see who has an appeal and who doesn't. It was inconsistent, but it appears the majority does not have an appeal process for addressing change.

Commissioner Holton explained that residents don't own their address, it is a government function. Things change and frustration is understood. In Commissioner Holton's opinion, the appeal process was not a true or proper mechanism for the public. The instigation for the change is public safety related. These issues are often discovered during GIS updates. There is no active search for anomalies.

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to sign the ordinance repealing chapter 6 article 5 in addressing section 23 Variances and Appeals of Canyon County Code of Ordinances and Severability Clauses. It is section 3 that outlines the purpose is to remove the addressing appeal provision in that section. (Ordinance No 26-011)

Consider the Summary of the Ordinance Repealing Chapter 6, Article 5 Addressing, Section 23 Variances and Appeals: Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to sign the summary ordinance which is attached to and has already been enumerated regarding addressing for the same article 5 section 23 regarding variances and appeals.

Mr. Wesley requested the fire district notices be addressed after Executive Session. It was agreed that those would be taken up later.

Consider a Resolution Granting a New Alcoholic Beverage License to Garman Hill LLC dba The Audrey: Commissioner Brooks noted that he hasn't seen an application like this one, coming from ISP, it has all the yeses and noes for what services will be available, but there is no fee listed. Commissioner Holton recommended the action item be tabled until the technicality is addressed regarding the fee.

Upon a motion by Commissioner Holton and a second by Commissioner Van Beek, the Board voted unanimously to table that action item and have it come back at its earliest convenience when the technicality has been addressed regarding the fee. (Resolution No. 26-065)

Legal Staff Update: Mr. McRae explained there is a legal staff update to discuss that does not qualify for Executive Session and employees are present and prepared to discuss. Treasurer Watters explained that last October her office tasked with updating the investment policy. Now that the COO position is vacant, please provide direction on proceeding with an updated investment policy. Mr. McRae noted that the LGIP (Local Government Investment Pool) were contacted, and they were not interested in coming to do a workshop. They did provide some generic forms of what it should look like. What next steps would the Board prefer? Discussion was held around consulting the state Treasurer. Ms. Tucker noted that the County's financial advisor assisted with drafting a new policy. It was requested that a workshop be scheduled with Chris, the County's financial advisor. Commissioner Holton explained he does not support a policy that holds taxpayer funds in low interest bonds. Treasurer Watters explained that those low interest gaining accounts are slowly maturing and being reinvested in higher earning investments. It was agreed that the Treasurer would coordinate a workshop date for a workshop.

Mr. Wesley stated he was ready to address the fire district notices.

Consider a Public Hearing Notice Regarding a Request by Kuna Rural Fire District to Amend Impact Fees:

Consider a Public Hearing Notice Regarding a Request by Wilder Rural Fire Protection District to Amend Impact Fees:

Consider a Public Hearing Notice Regarding a Request by Caldwell Fire Department and Caldwell Rural Fire District to Amend Impact Fees:

Commissioner Holton explained that these are boiler plate, the same, outside of the amount and the entity is being heard from. The public hearing criteria and form and function is identical. If it pleases the Commissioner can we consider Kuna Rural Fire, Wilder Rural Fire, and Caldwell Fire Department and Caldwell Rural Fire District on the amending of their Impact Fees? This is to agree on notice of public hearing. Commissioner Van Beek and Brooks agreed.

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the board voted unanimously to sign the notices of combined public hearings for Kuna, Caldwell, and Wilder as Commissioner Holton suggested. The outline of fees is different for each entity, and that will be a topic for discussion April 29 at 1:30 p.m. in the Commissioners' meeting room.

Van Beek, Brooks (all 3 notices)

Commissioner Holton clarified that these will be agendized with all first districts in a single time slot.

A request was made to go into Executive Session as follows:

EXECUTIVE SESSION – REGARDING RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND TO COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to enter into Executive Session pursuant to Idaho Code § 74-206(1)(d) and (f) regarding records exempt from public disclosure and to communicate with legal counsel regarding pending/imminently likely litigation relating to safety and security in the Juvenile Detention Center. Commissioner Brooks added that there would be discussion under § (f) regarding the gun range. Commissioner Van Beek amended her motion to include the gun range. The Executive Session began at 9:57 a.m. and concluded at 10:18 a.m. with no decisions being made and no business being brought forward.

There is one agenda item remaining.

Consider an Independent Contract Agreement with Danielle Willis for Barber Services at the SWIJD: Mr. McRae clarified that this is a new agreement. Additional clarification included noting

that this is the first known contract for barber services, as previously a staff member provided these services and has since moved on. This will provide outside barber services to Juvenile Detention. This individual does work for the Idaho State Department of Juvenile Corrections and is familiar with the policies and safety procedures in a Juvenile Detention Center. Commissioner Holton expressed support for the per haircut cost listed in the contract.

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to approve the Independent Contractor Agreement for barber services at the Southwest Idaho Juvenile Detention Center. The agreement is with Danielle Willis. (Agreement No. 26-039)

Upon a motion by Commissioner Van Beek and a second by Commissioner Holton, the Board voted unanimously to adjourn the meeting at 10:22 a.m. An audio recording is on file in the Commissioners' Office.

The meeting was brought back to order at 4:11 p.m. to continue the 9:30 a.m. agenda item, the final action item to consider a new alcoholic beverage license. Present were Commissioners Leslie Van Beek, Brad Holton, and Zach Brooks, and Deputy Clerk Diana Hoffman.

Consider a Resolution Granting a New Alcoholic Beverage License to Garman Hill LLC dba The Audrey: Commissioner Holton explained that clarification was received on the missing information in the application.

Upon a motion by Commissioner Brooks and a second by Commissioner Holton, the Board voted unanimously to approve the new alcoholic beverage license for Garman Hill LLC dba The Audrey. (Resolution No. 26-065)

Upon a motion by Commissioner Holton and a second by Commissioner Van Beek, the Board voted unanimously to adjourn the meeting at 4:12 p.m. An audio recording is on file in the Commissioners' Office.