

# PROCEEDINGS COUNTY COMMISSIONERS

## SHOSHONE COUNTY, IDAHO

### BOOK 2017

Monday, May 8, 2017

The Board met pursuant to recessing Thursday, May 4, 2017.

Present:

Commissioners: Jay Huber

Mike Fitzgerald

John Hansen

Deputy Clerk: Susan K. Hendrixson

The following proceedings were had to-wit:

The Board met with Sheriff Mike Gunderson, and Holly Lindsey at 9:00 a.m. to discuss and approve the proposed wage matrix. Also in attendance was Chanse Watson with the Shoshone News press. Two remaining workshop items were discussed. Fremont, Franklin and Boundary Counties are commonly said to be “similar” to Shoshone County for salary purposes. It was noted that from a law enforcement standpoint Shoshone County is greatly different than these three Counties. Specifically, Shoshone County is larger in size, has an interstate located within, has a higher crime rate (approximately 5 times higher), has a higher report rate (approximately 5 to 7 times higher) and is located closer to a large city (Coeur d’Alene) than the others. Sheriff Gunderson presented the current Sheriff Department’s pay matrices obtained from the three County Sheriffs. In comparison, (a) Shoshone County Officer’s current pay is significantly lower than the three Counties and (b) with adoption of the proposed pay matrix Shoshone County officer’s pay will remain slightly lower than the three Counties. The second remaining workshop item was with regard to creation of a separate pay classification. It was noted that multiple pay classification is common for many jurisdictions. Kootenai County, as presented example, has four established pay classification: General Employees, Sworn Law Enforcement, Attorneys and Elected Officials. The meeting then discussed the proposed pay matrix. It was determined to be in-line with other matrices for job type, time and rate of pay. Commissioner Huber made a motion to proceed with developing and placing on the Board Agenda a Sworn Law Enforcement Officers Pay Plan Policy and a resolution to adopt the policy. The Plan will establish a Sworn Law Enforcement Officer Pay Plan for Shoshone County and set out the basis by which Plan will be administered. Commissioner Fitzgerald made a second to the motion. All three Commissioners voted in favor of the motion. Thursday at 9:00 am, May 11<sup>th</sup>, 2017 was selected as the date for the Board deciding on the policy and resolution. The group then discussed draft a Sworn Law Enforcement Officers Pay Plan Policy contents. The BOCC and SCSO will collectively develop a draft policy and resolution in advance of Thursday’s Board Meeting.

The Board met with Brad Youngwirth with Silver Valley CoGen at 10:00 a.m. to discuss and consider the current County property lease agreement. Items of discussion included the following:

- They appreciate the current lease with the County for the property located up Government Gulch.
- The road during the winter is an issue for semi trucks.
- The current USDA requirements/standards for lumber coverage need to be addressed.

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- Silver Valley CoGen would like to build a storage facility to cover their wood.
- A flat area is needed to build a storage facility approximately 50-60 feet wide by 200 feet in length. Their current location will not work.
- They have research other property options but they have not found any options that would work yet that are affordable.
- They have approached DEQ (Dan Smith) regarding leasing some of their property and to utilize some grant funding that is available.
- Their business assists the County and DEQ with lowering emissions for air quality requirements – they want to be able to continue this process.
- The County owns 16 acres near the treatment plant in Smelterville which may be an option.
- The Board will move forward and review options for this request.
- County will schedule a meeting with Dan Smith with ID DEQ and discuss property lease/grant opportunities.
- The Board will provide Brad Youngwirth with a map of the property in Smelterville along with the ICP report.
- Silver Valley CoGen would like to get a new property location ASAP.

Thereafter, the meeting adjourned.

ATTEST Peggy White  
County Clerk

Approved:   
Chairman

By:   
Deputy Clerk

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Tuesday, May 9, 2017

The Board met pursuant to recessing Monday, May 8, 2017.

Present:

Commissioners: Jay Huber

Mike Fitzgerald

John Hansen

Deputy Clerk: Susan K. Hendrixson

The following proceedings were had to-wit:

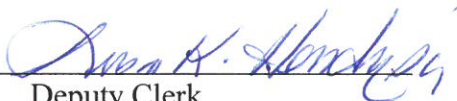
Commissioners Huber and Hansen met with Shane Robinson and John Hull with Wildlife Services at 10:00 a.m. for an area update.

The Board met with Lora Whalen and Jim Fenton with Panhandle Health District at 11:00 a.m. for their annual budget review.

Thereafter, the meeting adjourned.

ATTEST Peggy White  
County Clerk

Approved:   
Chairman

By:   
Deputy Clerk

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**BOOK 2017**

Wednesday, May 10, 2017

The Board met pursuant to recessing Tuesday, May 9, 2017.

Present:

Commissioners: Jay Huber

Mike Fitzgerald

John Hansen

Deputy Clerk: Susan K. Hendrixson

The following proceedings were had to-wit:

The Board convened at 9:36 a.m. and the meeting was called to order. Also in attendance was Matt Beehner. The consent agenda was reviewed for consideration as follows:

**OLD BUSINESS:**

2. Consideration and Decision of the Minutes of the Commissioners' Public Agenda Session dated Monday, Monday, May 1 to Friday, May 5, 2017 – A motion was made by Commissioner Huber, seconded by Commissioner Hansen to approve the minutes as presented. The motion carried unanimously.

**NEW BUSINESS:**

1. **Consent Agenda** – (These items will be enacted by one motion unless requested by a Commissioner that one of more items be removed for separate discussion.)
  - Resolution 2017-22 – Approving the Purchase For Shoshone County Sheriff's Department – Two (2) Vehicles Per ID Code 67-2803(2) – A motion was made by Commissioner Fitzgerald, seconded by Commissioner Hansen to approve the resolution and purchase as presented. The motion carried unanimously.
  - IBM Service Agreement for IBM Model 520, #0000FD36E (1 Year) – A motion was made by Commissioner Hansen, seconded by Commissioner Huber to table this item and get a fee schedule to go along with the agreement. The motion carried unanimously.
  - 2. Executive Session: Indigent Cases: Consideration and Decision, Executive Session ID Code 74- 206(d) – Indigent Cases #2017-54, #2017-35/Denied and Indigent Cases #2017-71, 2017-70, #2017-51, #2017-46/Approved

**RESOLUTION 2017-22**

**A RESOLUTION APPROVING THE PURCHASE  
FOR SHOSHONE COUNTY SHERIFF DEPARTMENT – TWO (2) VEHICLES  
PURSUANT TO IDAHO CODE 67-2803 (2)**

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WHEREAS, pursuant to Idaho Code 67-2803 stating "contracts or purchases wherein expenditures are less than twenty-five thousand dollars (\$25,000), provided such contracts or purchases shall be guided by the best interested of the political subdivision procuring the goods and services as determined by the governing board"; and

WHEREAS, a quote for two (2) Dodge Charger's for the Sheriff's Department was received as follows:

Dave Smith Motors  
2017 Dodge Charger Police Package  
\$24,900 – Per Vehicle

NOW THEREFORE, BE IT RESOLVED that the Shoshone County Board of Commissioners approves the purchase for the vehicles as presented.

DATED this 8th day of May 2017.

BOARD OF COUNTY COMMISSIONERS

s/Mike Fitzgerald  
Mike Fitzgerald, Chairman

s/Jay Huber  
Jay Huber, Commissioner

s/John Hansen  
John Hansen, Commissioner

ATTEST:

s/Susan K. Hendrixson  
Susan K. Hendrixson  
Deputy Clerk

Thereafter, the meeting adjourned.

ATTEST Peggy White  
County Clerk

Approved: [Signature]  
Chairman

By: [Signature]  
Deputy Clerk



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Thursday, May 11, 2017

The Board met pursuant to recessing Wednesday, May 10, 2017.

Present:

Commissioners: Jay Huber

Mike Fitzgerald

John Hansen

Deputy Clerk: Susan K. Hendrixson

The following proceedings were had to-wit:

The Board convened at 9:00 a.m. to review and consider Resolution 2017-23 Adopting the Sworn Law Enforcement Officers Pay Plan Policy for the Shoshone County Sheriff's Department. Those in attendance were: Commission Chairman Mike Fitzgerald, Commissioner John Hansen, Commissioner Jay Huber, Sheriff Mike Gunderson, Holly Lindsey, and Chanse Watson with the Shoshone News Press. Following review and discussion a motion was made by Commissioner Fitzgerald, seconded by Commissioner Hansen to approve Resolution 2017-23 Adopting the Sworn Law Enforcement Officers Pay Plan Policy for the Shoshone County Sheriff's Department as presented with stated amendments. The motion carried unanimously.

**RESOLUTION 2017-23  
ADOPTING THE SWORN LAW ENFORCEMENT OFFICERS  
PAY PLAN POLICY FOR THE SHOSHONE COUNTY  
SHERIFF'S DEPARTMENT, SHOSHONE COUNTY, IDAHO**

WHEREAS, a pay classification for Sworn Law Enforcement Officers ("Officers") does not exist for Shoshone County but is desired by the Shoshone County Sheriff (SCSO); and

WHEREAS, a Sworn Law Enforcement Officers Pay Plan ("Pay Plan") with a Sworn Law Officers Pay Matrix ("Pay Matrix") that is unique to SCSO Officers does not exist for Shoshone County; and

WHEREAS, multiple pay classification, defining separate pay plans and providing for singular pay matrices are common for many jurisdictions; and

WHEREAS, neighboring Kootenai County has established four pay classification (General Employees, Sworn Law Enforcement, Attorneys and Elected Officials), each with its own pay plan and unique pay matrices; and

WHEREAS, currently, SCSO Officers pay is not competitive with surrounding law enforcement agencies pay; and

WHEREAS, Fremont, Franklin and Boundary Counties are commonly said to be "similar" to Shoshone County for salary purposes; and

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WHEREAS, from a law enforcement standpoint, Shoshone County is greatly different than Fremont, Franklin and Boundary Counties. Shoshone County is larger in size, has an interstate located within, has a higher crime rate (approximately 5 times higher), has a higher report rate (approximately 5 to 7 times higher) and is located closer to a large city (Coeur d'Alene) than the others; and

WHEREAS, in comparison, Shoshone County Officers current pay is significantly lower than that of Fremont, Franklin and Boundary Counties; and

WHEREAS, in comparison, with adoption of the Pay Matrix provided by the Pay Plan, Shoshone County officer's pay will remain slightly lower Fremont, Franklin and Boundary Counties; and

WHEREAS, SCSO average Officer longevity is four years; and

WHEREAS, as compared to surrounding communities having an average Officer longevity of seven to eight years, SCSO average Officer longevity is the lowest; and

WHEREAS, SCSO has a very high Officer turnover rate. 2-3 Officers are lost per year with an observed maximum of six Officers lost per year; and

WHEREAS, SCSO first year Officer pay and training are approximately \$70,000 per year per officer, the first three year wages plus training are approximately \$160,000 per officer, POST training is approximately \$20,000 per event, and outfitting (uniforms, gun, ammo, etc.) are additional costs, a high percentage of these costs are lost when an Officer terminates employment with the County; and

WHEREAS, POST training is 10 weeks, POST training is offsite, and on-site training that is in-part completed while actively on-duty in Shoshone County including FTO (16 weeks) and ongoing professional training (40 hrs per two years), a high percentage of these expertise are lost when an Officer terminates employment with the County; and

WHEREAS, the high turnover rate results in a low level of experienced officers providing "new" officer training, "Youth Training Youth" is currently observed; and

WHEREAS, as level of experience declines, public and Officer safety decline; and

WHEREAS, as level of experience declines, the Level of Service of law enforcement declines; and

WHEREAS, lost employee time is a cumulative effect of the problems identified above; and

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WHEREAS, Shoshone County Officer compensation (including good benefits; paid required training, uniform and fire arm; and take home vehicle) provides a strong draw for employment; and

WHEREAS, Silver Valley has a low cost of living and provides an attractive rural environment and lifestyle; and

WHEREAS, currently, public perception of SCSO is improving; and

WHEREAS, currently, SCSO employee morale is improving; and

WHEREAS, new SCSO revenues are being developed: annual contracts with Wallace (\$109,000), Pinehurst (\$131,000 current), Smelterville (\$12,000 current and likely to increase) and Mullan (being developed) are adding to revenue and pending Jail certification anticipated to generate approximately \$25,000 per month (\$45 per day per inmate) by housing state inmates; and

WHEREAS, SCSO job descriptions are determined to: be consistent with duties performed; identify specialized job requirements and work environment; clearly define performance standards, certifications and training requirements; and directly relate to a merit based type of pay matrix; and

WHEREAS, the Pay Matrix was developed through examination of and has a similar structure to comparable and neighboring Sworn Officer salary matrices; and

WHEREAS, the Pay Matrix defines positions, salaries and longevities which are tied to SCSO job descriptions, performance standards and certification/training requirements; and

WHEREAS, the Pay Matrix is applicable to all Sworn Officers that currently includes 15 Patrol, 11 Detention and seven Dispatch Officers; and

WHEREAS, the Pay Matrix is not applicable to SCSO administrative, kitchen and custodial staff; and

WHEREAS, the Pay Matrix provides: a desired increase of Officer pay; a merit incentivized pay scale; pay steps that are in in-line with the achievement of certifications, training and level of experience gained; and longevity timeframes that are consistent with current County timeframes; and

WHEREAS, at current Officer staffing levels, the Pay Matrix, represents an approximate \$90,000 increase in annual SCSO expenditures for gross annual salary including benefits; and



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WHEREAS, the expenditure increase can be demonstrated to be offset by increased revenue from the following sources: housing State inmates (approximately \$200,000 per year with approximately \$100,000 applied to the wage increases), new City service contracts (approximately \$240,000 per year with approximately \$25,000 applied to the wage increases) and other implemented annual cost savings (communications contracts \$16,000, fleet tracking \$12,000, MDT cards \$12,000 and administrative software \$4,000 – approximate values); and WHEREAS, the Pay Plan supports the SCSO Mission Statement “..... to promote a safe environment for citizens and visitors of Shoshone County” and “..... to provide the highest law enforcement, detention, communications and emergency services possible with the resources entrusted to us.”

NOW THEREFORE BE IT RESOLVED, the Sworn Law Enforcement Officer Pay Plan Policy (“Policy”) is hereby adopted.

AND BE IT FURTHER RESOLVED, the foundation of the Policy is a commitment to motivate, recognize and reward Officers individually and collectively for their contributions and achievements as the County meets its commitments to its community and citizens.

AND BE IT FURTHER RESOLVED, the goals of the Policy are to:

- (a) Set as a target an Officer workforce with an average of 6-7 years longevity and
- (b) Reduce Officer turnover rate to one-half an employee per year.

AND BE IT FURTHER RESOLVED, the Sworn Law Enforcement Officer Pay Plan Policy be implemented and in-effect starting on October 1, 2017.

DATED this 11th day of May 2017.

BOARD OF COUNTY COMMISSIONERS

s/Mike Fitzgerald  
Mike Fitzgerald, Chairman

s/John Hansen  
John Hansen, Commissioner

ATTEST:

s/Susan K. Hendrixson  
Susan K. Hendrixson  
Deputy Clerk

s/Jay Huber  
Jay Huber, Commissioner

# **PROCEEDINGS COUNTY COMMISSIONERS**

## **SHOSHONE COUNTY, IDAHO**

### **BOOK 2017**

#### **SWORN LAW ENFORCEMENT OFFICERS PAY PLAN**

This Policy document

1. Establishes a Sworn Law Enforcement Officer Pay Plan for Shoshone County and
2. Sets out the basis by which Plan will be administered.

The Sworn Law Enforcement Officer Pay Plan covers employees who are classified as peace officers or County detention deputies pursuant to Idaho Code 19-5101.

Sworn Law Enforcement Officers include Shoshone County employed Patrol Officers, Detention Officers and Communications Officer.

Shoshone County Sheriff Office Administrative, Food Services (i.e. Cooks and Jail Matrons) and Custodial employees are not included within the Sworn Law Enforcement Officer Pay Plan classification. The employee classifications and basis of pay shall remain with the general pay classification in effect for the County at the time of implementing this Policy.

The Shoshone County Sheriff is not included within the Sworn Law Enforcement Officer Pay Plan classification. The Sheriff's classification and basis of pay shall remain with the Elected Official pay classification in effect for the County at the time of implementing this Policy.

The basis of pay for Sworn Law Enforcement Officer Pay shall be in accordance with the Sworn Law Enforcement Officer Pay Matrix provided in EXHIBIT A.

The Plan's salary ranges and steps are designed to:

- Target the average of the relevant comparator market;
- Provide greater consideration for "local" law enforcement jurisdictions in Northern Idaho and Eastern Washington region;
- Enable the County to attract and retain the quantity and quality of employees to meet its service goals,
- Provide for annual review of salary ranges; and
- Permit for movement in the relevant comparator market.

For positions in this Plan, a step structure is provided. Progression through the steps shall be based on four criteria:

1. Achievement of an acceptable level of performance (meets standards) against the criteria set out in the "Shoshone County Sheriff's Office Policy Manual."
2. Attainment of the relevant certifications within an acceptable time period;
3. Rank; and
4. Duration of Employment with Shoshone County.

The hiring salary will be dependent upon the level of knowledge, skills, training, certification, demonstrated competencies and relevant experience which the employee being hired brings to the County. In addition, other factors to be taken into consideration will include pay levels of other employees in the job being filled.

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Accountability and budgeting for progression movement shall be based on allocating sufficient funds to allow progression through the steps on an annual basis.

This Policy further recommends that a salary survey of the benchmark positions be conducted no less than once every three years.

#### EXHIBIT A

Policy - Sworn Law Enforcement Officers Pay Plan

### Shoshone County Sworn Officer Matrix

Patrol				
		4-8 years	9-13 years	14-18 years
Entry	\$17.40			
Basic	\$18.70	\$19.17	\$19.67	\$20.17
Inter	\$19.00	\$19.46	\$19.85	\$20.45
Advanced	\$19.27	\$19.77	\$20.17	\$20.67
Sergeant	\$20.20	\$20.70	\$21.30	\$21.80
Lieutenant	\$21.13	\$21.63	\$22.13	\$22.63
Captain	\$22.05	\$22.55	\$23.05	\$23.55
Under Sheriff	\$23.14	\$23.64	\$24.14	\$24.64

Detention				
		4-8 years	9-13 years	14-18 years
Entry	\$15.32			
Basic	\$16.57	\$17.07	\$17.57	\$18.07
Sergeant	\$18.27	\$18.77	\$19.27	\$19.77
Captain	\$21.04	\$21.54	\$22.04	\$22.54

Communications				
		4-8 years	9-13 years	14-18 years
Entry	\$14.64			
1 <sup>st</sup> Year Basic	\$15.30	\$15.80	\$16.30	\$16.80
Dispatch Supervisor	\$16.07	\$16.57	\$17.07	\$17.57

\*\*\$.25 "shift-rotation differential" for swing shift, in addition to the hourly base pay


\*\*\$.50 "shift-rotation differential" for graveyard shift, in addition to the hourly base pay

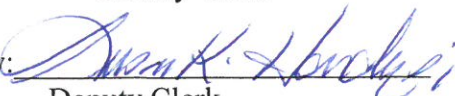
\*\*Sheriff pay is set by the Board of County Commissioners.

The Board has an appointment at 11:00 a.m. with Silver Valley Chamber representatives at Noah's Canteen.

Thereafter, the meeting adjourned.

ATTEST Peggy White  
County Clerk

Approved:   
Chairman

By:   
Deputy Clerk

**PROCEEDINGS COUNTY COMMISSIONERS**

**SHOSHONE COUNTY, IDAHO**

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Friday, May 12, 2017

Not a regular meeting day of the Board of Commissioners.

Present:

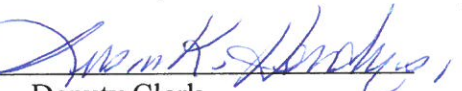
Commissioners:

Deputy Clerk:

The following proceedings were had to-wit:

ATTEST Peggy White  
County Clerk

Approved:   
Chairman

By:   
Deputy Clerk