

PROCEEDINGS COUNTY COMMISSIONERS

SHOSHONE COUNTY, IDAHO

BOOK 2018

Monday, January 22, 2018

The Board met pursuant to recessing Thursday, January 18, 2018.

Present:

Commissioners: Jay Huber
Mike Fitzgerald
John Hansen
Deputy Clerk: Susan K. Hendrixson

The following proceedings were had to-wit:

The Board met with Tracey Yost with Advanced Benefits at 9:00 a.m. for an insurance update and review. Items discussed included the following:

- COBRA Administration Review
- Benefits Exchange and employee enrollment process for insurance
- Affordable Care Act Reporting Requirements for Shoshone County – deadline for filing is March 2nd
- HR Consulting Options
- Reviewed current Experience Reports

The Board met with Don Capparelli at 10:00 a.m. to discuss, review and consider a grant application for Search & Rescue through the Idaho Department of Parks & Recreation. Also in attendance was Tim Crandall with Silver Valley Search & Rescue and Shoshone County Clerk Peggy White. Items discussed included the following:

- Silver Valley Search & Rescue is a separate independent 501 C3 entity – they used to be called Shoshone County Search & Rescue.
- In the past, Shoshone County has sponsored grants on behalf of Shoshone County Search & Rescue for vehicles and/or equipment and these items have been titled under Shoshone County to have them covered under county insurance.
- Silver Valley Search & Rescue is trying to determine what equipment and vehicles belong to their entity along with maintenance and usage of equipment/vehicles. A County inventory list was printed and distributed to assist with compiling a current inventory list.
- Commissioner Fitzgerald stated that an agreement between Shoshone County and Silver Valley Search & Rescue should be put in place to provide clarification on a few of these issues, and he will work on an agreement.
- The current grant application request from Silver Valley Search & Rescue for the County to sponsor is through the Idaho Department of Parks & Recreation for a Search & Rescue Continental Cargo 2018 Trailer, Model #TW824TA3 in the amount of \$9,870. The grant application is due this week, and is applied for online. A motion was made by Commissioner Fitzgerald, seconded by Commissioner Huber to approve Shoshone County as the sponsor for this grant. The motion carried unanimously. A trust account will be set up for this grant, Silver Valley Search & Rescue will do the maintenance on

PROCEEDINGS COUNTY COMMISSIONERS

SHOSHONE COUNTY, IDAHO

BOOK 2018

- this equipment, the County will insurance the equipment, Don Capparelli will be the grant administrator, and Peggy White will be the fiscal agent. The twenty percent (20%) grant match will be paid for by Silver Valley Search & Rescue to Shoshone County.
- Another meeting between Shoshone County and Silver Valley Search & Rescue will be scheduled in February to follow up on grant process and equipment/vehicle inventory.

The Board met with Natalie Chiles with Frontier Communications at 1:00 p.m. to review Shoshone County Frontier phone accounts and saving options for the County.

Thereafter, the meeting adjourned.

ATTEST Peggy White
County Clerk

Approved: 
Chairman

By: 
Deputy Clerk

PROCEEDINGS COUNTY COMMISSIONERS

SHOSHONE COUNTY, IDAHO

BOOK 2018

Tuesday, January 23, 2018

The Board met pursuant to recessing Monday, January 22, 2018.

Present:

Commissioners: Jay Huber

Mike Fitzgerald

John Hansen

Deputy Clerk: Susan K. Hendrixson

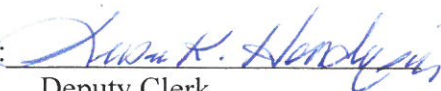
The following proceedings were had to-wit:

The Board met with Shoshone County Sheriff Mike Gunderson at 10:00 a.m. to discuss, review and consider emergency equipment damage repair to the Goose Hump Peak repeater tower. Also in attendance was Shoshone County Emergency Manager Dan Martinsen. The damage to the repeater was discovered on January 17th. The tower, which held approximately seven (7) different government entities radio antennas tipped over and was ruined. It appears that the weather likely caused the leading tower to tip over. A quote was received from Valence Communications in the amount of \$7,807.00 for a temporary repair. The claim has been turned over to ICRMP who approved the work to take place for the temporary repair and will hopefully start this week. The County deductible is \$2,500.00 and payment for this will be taken from the 911 budget. The long term repair won't be able to take place until sometime this summer, and Sheriff Gunderson would like to get bids on the permanent repair. The property where the tower is located is a lease between Shoshone County Sheriff's Department and Hancock Forest Property.

Thereafter, the meeting adjourned.

ATTEST Peggy White
County Clerk

Approved: 
Chairman

By: 
Deputy Clerk

PROCEEDINGS COUNTY COMMISSIONERS

SHOSHONE COUNTY, IDAHO

BOOK 2018

Wednesday, January 24, 2018

The Board met pursuant to recessing Tuesday, January 23, 2018.

Present:

Commissioners: Jay Huber

Mike Fitzgerald

John Hansen

Deputy Clerk: Susan K. Hendrixson

The following proceedings were had to-wit:

The Board met with Michele Basile, Representative for Shoshone County on the Region 1 Behavioral Health Board to provide an update on the Behavior Health Board. Michele took the place of Beth Bates as the County representative. The current Board Chairman is Ron Beecher and Claudio Milo will be taking Ron's place on the Board. Items discussed included housing and transitional housing, Crisis Centers and shelters, Veterans, and transportation. Michele will keep in contact with the Commissioners with any needs, updates and area events.

The Board convened at 9:30 a.m. and the meeting was called to order. The consent agenda was reviewed for consideration as follows:

OLD BUSINESS:

1. Consideration and Decision of the Minutes of the Commissioners' Public Agenda Session dated Monday, January 15 to Friday, January 19, 2018.

NEW BUSINESS:

1. Executive Session: Indigent Cases: Consideration and Decision. Executive Session ID Code 74-206(d) – Indigent Case #2017-223 and #2017-221/Approved and Indigent Cases #2017-221, #2018-7, #2018-3, #2017-216, #2017-209, #2017-211, #2017-204, and #2017-224/Denied

A motion was made by Commissioner Huber, seconded by Commissioner Hansen to approve the consent agenda as presented. The motion carried unanimously.

Commissioner Hansen attended a Shoshone-Benewah Forest Health Collaborative meeting at 1:30 p.m. at the Federal Building in St. Maries.

Thereafter, the meeting adjourned.


PROCEEDINGS COUNTY COMMISSIONERS

SHOSHONE COUNTY, IDAHO

BOOK 2018

ATTEST Peggy White
County Clerk

Approved: 
Chairman

By: 
Deputy Clerk

PROCEEDINGS COUNTY COMMISSIONERS

SHOSHONE COUNTY, IDAHO

BOOK 2018

Thursday, January 25, 2018

The Board met pursuant to recessing Wednesday, January 24, 2018.

Present:

Commissioners: Jay Huber

John Hansen

Deputy Clerk: Susan K. Hendrixson

The following proceedings were had to-wit:

The Board met with Tony Matson with Hayden & Ross, PLLC at 9:30 a.m. to discuss, review and consider internal control audit deficiencies. Also in attendance were Shoshone County Clerk Peggy White, Shoshone County Public Works Director Frosty Greenfield, and Matt Beehner. Tony gave a brief history and status on findings on the county financial statements. In 2015 there was a significant deficiency with grant fund reconciliations and in 2016 and 2017 this deficiency has continued. The next step, if not resolved, would be a material weakness which would impact the county's ability in obtaining grants. The purpose of this meeting was to discuss what this means for the county and how to get it resolved. Commissioner Fitzgerald was out of the office ill, but emailed a proposed corrective action and a draft Reporting Procedure for review at this meeting. It is as follows:

I prepared a draft corrective action aimed at resolving the ongoing problem in reconciling/verifying the reconciliation of the Public Works Departments financials identified in the County audits.

As I'm interpreting, the problem stems from communication and documentation. The problem is forcing Tony with a tough professional decision and places the County's audit at risk of containing a negative outcome.

To this end, it is up to the BOCC and the Clerk to implement corrective actions that resolve the problem.

I'm recommending that we adopt and implement a written procedure that clearly defines communication and documentation procedures for the reconciliation/verification of the reconciliation of the Public Works Department financials.

There are some key components built into the proposed procedure.

1. The procedure is to be in writing.
2. The procedure is to be agreed to and implemented by the BOCC and the Clerk.
3. Reconciliations are to be fixed to specific dates defined by the Clerk's Office.
4. Documentation is to be of sufficient detail to communicate completed and on-going work quarterly.
5. Documentation is to be of sufficient detail to meet the audit requirements.

PROCEEDINGS COUNTY COMMISSIONERS

SHOSHONE COUNTY, IDAHO

BOOK 2018

6. Deficiencies encountered are to be identified and resolved, in writing.
7. A written record of acceptance and non-acceptance due to deficiencies is established.

I believe that the implementation of the procedure or something very similar will
(a) put the County on the right track for resolving the problem and
(b) demonstrate that the County is taking steps and implementing corrective actions that avoid a negative item being placed on the audit.

Tony was in agreement to the proposed process. Tony passed out documentation from the Government Finance Officers Association on Establishing Effective Grants Policy and Grant Administration and will assist the Board in developing a grants policy. Internal control, reconciliation, communication and continually monitoring of grants is the key

Thereafter, the meeting adjourned.

ATTEST Peggy White
County Clerk

Approved: 
Chairman

By: 
Deputy Clerk

PROCEEDINGS COUNTY COMMISSIONERS

SHOSHONE COUNTY, IDAHO

BOOK 2018

Friday, January 26, 2018

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