

# PROCEEDINGS COUNTY COMMISSIONERS

## SHOSHONE COUNTY, IDAHO

### BOOK 2022

**Monday, February 13, 2023**

Present:

Commissioners: David Dose - Chair

Jeff Zimmerman

Tracy Casady

Deputy Clerk: Jazmin Sauer

### **10:30 AM Quarterly Elected Officials Meeting**

Also, in attendance: Tamie Eberhard/Clerk, Ben Allen/PA, Holly Lindsey/Sheriff, Rick Smith/Coroner, Margi Dorchuck

The goal of these meetings is to connect with each other and know what is going on in each other's departments.

Tamie Eberhard, County Clerk: Tamie's been busy with appeals. She has been busy collaborating with Ben on a plan of action for the WFPC appeal. She's also working on audits to get ready for the auditors coming on March 13<sup>th</sup>. Other things on her plate include dealing with the Silver Mountain legal fee stuff, which has costed approx. \$211,000, and updating the county's emergency plan. Elections in March for a school levy, and elections in May for Hospital Districts, Water/Sewer Districts, Library Districts, Highway Districts, School Districts, Fire Districts, and Cities. Lastly, she is also working on budgets, which are sent out by May 1<sup>st</sup>, and then everyone is given two weeks to give their input back to her.

Ben Allen, County Prosecuting Attorney: Most things that go through Ben's office are confidential. However, some things he has been busy with are also appeals, and the Cataldo Water District hearing, which is tomorrow. The PA's office is still looking to fill the vacant prosecuting attorney's position, which they are having a hard time doing. Ben recently went out and did interviews with Gonzaga University students for Shoshone County's summer internship role. He has a zoom meeting tonight with a potential candidate, as well as interviews with University of Idaho students next week. The internship is typically from May to August, and what they are responsible for during that internship depends on how much law school they have completed.

Holly Lindsey, Shoshone County Sheriff: The SO has been busy lately, with an influx of dangerous calls. Their focus has been building foundations, they have formed a couple of committees within the SO, with intentions of critiquing their responses to situations, and implementing new processes and procedures. There has been a lot of training going on of all staff, they are also working on creating a mission statement and core values. Focus has also been on fulfilling their approved LATCF funded projects, including padding on cell block F, the guardian inmate monitoring system, ordering the new patrol vehicles, and adding push bumpers onto the vehicles. Employees have been getting out into the community by attending high school activities like sports events, and just demonstrating to the public that our cops are humans too. Holly and Lance have been working on dialing in the budget, working on grants and finding more. There is a search and rescue revamp in the works. Other things of importance: working on accommodating other needs in the jail such as mental health for inmates and safe areas for women and transgender inmates.

Rick Smith, County Coroner: As with the PA, a lot of what Rick does cannot be shared with the public due to HIPPA. February is usually a slow month for him, and he usually deals with about

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75 coroner cases a year. Right now Rick is waiting on two (2) autopsy reports that are long outstanding. A couple of years ago, Rick took a bone identification class. Sheriff Lindsey and Rick discussed the number of overdoses in Shoshone County in recent time, and Rick suggested that the number is upwards of twenty (20), caused by fentanyl, methamphetamines, and counterfeit Xanax. Rick puts in a lot of work on each case and their reports, it's not something he spends just twenty or so minutes on. Rick assists with transports of the deceased when the person who normally does it is unavailable, and even calls families of the deceased to deliver the news. There was discussion around the lack of healthcare providers in our area, and about the opioid settlement funds and how PHD will put that back into the county.

Jeff Zimmerman, Commissioner Dist. 3: Still learning every day, and is eager to learn about the budget process.

Dave Dose, Commissioner Dist. 2: Still on the learning curve. The BOCC is putting in effort to have more hands-on management. He brought up the maintenance deal between the BOCC and the Sheriff's office, which will allow for two (2) full time maintenance people. Dave has received positive feedback about the video recording of BOCC meetings, and he wants to highlight the positive areas of the county for the public, while also educating them.

Tracy Casady, Commissioner Dist. 1: Tracy appreciates the rapport between the elected officials and wants to work together for the good of the community.

There being no further business the meeting adjourned.

ATTEST: Tamie J. Eberhard  
County Clerk

By: [Signature]  
Deputy Clerk

Approved: [Signature]

Chairman

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Tuesday, February 14, 2023

Present:

Commissioners: David Dose - Chair

Jeff Zimmerman

Tracy Casady

Deputy Clerk: Jazmin Sauer

### **10:00 AM MEETING: Shoshone County Grants Administrator, Colleen Rosson – To discuss grant reporting and SLFRF funding requests**

Also, in attendance: Tami Atkins, Gary Yergler, Margi Dorchuck, Karen Dose, Jennifer Sieg, Matt Beehner

The purpose of this meeting is to discuss the current grant requesting process and consider new SLFRF requests. There was a last-minute request sent in at 9 AM, to which Commissioner Dose agreed that the BOCC will consider the request.

Pinehurst Community Building- They had previously received \$35,000 from the SLFRF funds approved by the past BOCC. They are requesting another \$100,000 for a new roof and some necessary construction repairs. Gary Yergler and Tami Atkins were present in the audience to help give some insight as to why they are requesting more. The number requested is based off one bid (\$139,000), as it includes not only the roof being redone, but also the construction job piece. The walls leak and need replaced, insulation needs to be replaced, along with the roof being redone completely, and energy upgrades with Avista as well. They have held fundraising events to raise money for this, making about \$5000, and also received \$10,000 from the City of Pinehurst. The building is used by several people and entities, including Shoshone County as a polling place, and the cost to rent the building is very low.

Shoshone County Sportsman's Association- \$35,000 request for water lines and new windows and paint. The BOCC was curious how they came up with that number, as there is no bid attached to compare it to. The BOCC wants to see the bids with the requests rather than after, as it has been previously done. There was discussion about adopting Kootenai County's practices for their funding requests.

SMC Foundation- \$41,000 request for two (2) new defibrillators. Again, the BOCC would like to see a bid or a bill for these types of devices.

Silver Valley Cat Wranglers- \$40,000 request to support their lack of donations over the last couple of years. SVCW supports low-income people and elderly people with fixing their animals and helping provide food and cat supplies for the ones in the foster care of the organization. The BOCC requested to see how much they spend annually, and approx. how many people this will impact.

City of Mullan- \$100,000 to fix the stairs on the on the morning club community center. A request over 100k requires three (3) bids. Commissioner Zimmerman inquired about how much money the City of Mullan received from ARPA funds? Colleen did not have the exact number, but she knows that the cities that received the funds mostly spent theirs on infrastructure things. The BOCC came to a decision that they'd like to see bids come along with the requests, so there is something to compare prices to/with. Colleen said she can adjust that, but reminded the commissioners that bids and numbers are fluid, that sometimes a bid amount can change over time. Also, if the entities have to pay for bids, that can create a financial hardship for them.

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Following discussion around progress billing and procurement procedures, the BOCC voted one by one on the requests as follows:

*City of Mullan – need detailed bids – Commissioner Casady made a motion to table the request, seconded by Commissioner Zimmerman*

*Pinehurst Community Building – need a third bid if possible – Commissioner Zimmerman made a motion to table the request, seconded by Commissioner Casady*

*Shoshone County Sportsman's Association – need bids or explanation of who is performing the work – Commissioner Casady made a motion to table the request, seconded by Commissioner Zimmerman*

*SMC Foundation – need cost or bid of devices – Commissioner Casady made a motion to table the request, seconded by Commissioner Zimmerman*

*SV Cat Wranglers – need a cost report/who is impacted with these donations – Commissioner Zimmerman made a motion to table the request, seconded by Commissioner Casady.*

All motions passed unanimously.

Commissioner Dose brought up concern that the funds granted to the Shoshone County Crisis and Resource Center back in August of 2022 was never properly voted on. Commissioner Casady made a motion to reaffirm/grant the \$47,000 to SCCRC, seconded by Commissioner Zimmerman. Commissioner Dose opened the floor for public comment – Matt Beehner: The SCCRC request was not a technicality. While he appreciates the changes to the request process, he thinks the money not spent by the Sheriff's Office for their inmate monitoring system should be put back into the LATCF fund. Colleen explained that the money does not leave the fund until the invoices are showed paid, and that whatever was not used for that system will stay in the fund to be reallocated to a new request. Gary Yergler and Tami Atkins: Thanked the board for their time, they will get the bids together and resubmit, and will be getting as many donations and volunteers as they can. Jennifer Sieg: Disagrees with some of the money that has been granted, says she's a taxpayer and can't understand why money was given to the equestrian park. Commissioner Dose thanked everyone and said they are working to be more consistent and comparative, adjourned at 11:00 AM.

#### **11:30 AM MEETING: Discussion about building improvement/change in maintenance staff at courthouse**

Also, in attendance: Sheriff Holly Lindsey, Undersheriff Lance Stutzke, Lieutenant Eli Lopez, Max Dugger/Maint., Keith Chambers, Jennifer Sieg, Margi Dorchuck, Matt Beehner. Commissioner Dose wanted to inform the public that the structure of the maintenance department is changing. The Sheriff's Office will be taking Max Dugger for a 40-hour position, and the Courthouse will be hiring for a 40-hour maintenance supervisor position. Some of the reason behind this change is that issues at the safety building are time sensitive as people live there, and Max cannot always respond immediately. Secondly, the Courthouse is in need of many repairs, and preserving the building is of much importance. Tools and equipment will be shared between the two maintenance people, and they will be able to cover for each other when it is practical. They will essentially be a team, but work in the different buildings. Commissioner Dose also wanted the public to know that the BOCC is going to use some money that has been budgeted for building maintenance to update the paint job, replaces some seals on windows, and help with future infrastructure issues. It was noted that the current maintenance list is too much



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for one person to handle, and it would be in everyone's best interest to take a proactive rather than reactive approach to these issues. Undersheriff Stutzke explained that Lieutenant Lopez will oversee the maintenance for the jail, and the BOCC agreed that Commissioner Zimmerman will oversee the courthouse maintenance. The BOCC and Sheriff's Office discussed the options of using Sheriff's Labor to maybe help with lawn care and such during the summer months. Commissioner Dose opened the floor for public comment – Matt Beehner: Who's budget is this coming out of? Commissioner Dose explained that Max's pay will come from the Sheriff's budget, and whoever the maintenance supervisor is will come out of the courthouse's maintenance budget. The meeting adjourned at 11:52 AM.

### **1:00 PM MEETING: Shoshone County Noxious Weeds Department, Shelby Heiderman – To introduce the department**

Also, in attendance: Margi Dorchuck, Matt Beehner

Shelby wanted to introduce herself and the noxious weeds department and began by giving the BOCC a handout of what she will discuss, please see **EXHIBIT A**. Shelby has been with Shoshone County going on five (5) years and has a professional applicators license in the State of Idaho. Shelby explained that landowners are responsible for the treatment of noxious weeds, but that her department can provide education and even lease out available equipment. Her department treats county roads as needed with herbicide. Shelby talked about the department's shed located in Silverton, which houses tools, two (2) trucks equipped to spray, and ATV, a UTV, and injector guns. Her department has faced similar challenges as everyone else's in the lack of available workforce. After much discussion around her presentation (EXHIBIT A), Shelby wondered if she would have a commissioner as a liaison between her department and the board, to which Commissioner Casady volunteered. The meeting adjourned at 1:52 PM.

**2:00 PM Executive Session:** Idaho Code 74-206(1)(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, to controversies not yet being litigated but imminently likely to be litigated – Weyer Gulch

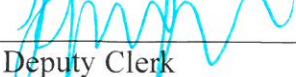
Also, in attendance: Ben Allen/PA, Margi Dorchuck, Matt Beehner

Commissioner Casady made a motion to enter executive session, seconded by Commissioner Zimmerman. Roll call vote: Commissioner Casady – Aye, Commissioner Dose – Aye, Commissioner Zimmerman – Aye. The public exited the room.

The commissioners exited executive session at 2:42 PM, with no action to be taken in regular session.

There being no further business the meeting adjourned.

ATTEST: Tamie J. Eberhard  
County Clerk

By:   
Deputy Clerk

Approved:   
Chairman

# "Exhibit A"

**Welcome:** Thank you for letting me take this time to talk to you about the Noxious Weeds Department.

**Introduction:** Shelby Heiderman, been working with weeds off and on ever since my senior year in high school, this is my 5<sup>th</sup> year with Shoshone and nearly 5 years prior worked for Kootenai County. I hold and maintain a Professionals Applicators License.

IAC meeting: Did you listen to Kali Sherrell's presentation? What did you think?

What the weeds department does according to the Idaho State Statute: TITLE 22 AGRICULTURE AND HORTICULTURE CHAPTER 24 NOXIOUS WEEDS

Landowners and managers are responsible for the treatment of Noxious Weeds. The county's responsibilities are:

County Roadways: Jessica with Public Works

County Properties i.e., the airport where we supply the herbicide and do the work around the runways and the building.

## **Superintendents' responsibility:**

Inspect all lands in the county for noxious weed

Compile data for the state and county as required. The state asks for mapping data.

Consult and advise the public. Handle complaints from residents regarding other landowners weeds along with questions about their own weeds. This involves a site inspection to verify the noxious weeds, followed by a letter to the landowner reminding them of the State Law and please control.

Implement enforcement action. I have never had to enforce on anyone so far and have come to understand that past commissioners didn't like to go this far.

Aid in the investigation and prosecution of any violation

Participate on weed control advisory committees. To develop and implement noxious weed control strategies for cooperative weed management areas, at the discretion of the county weed control authority.

## **Spray days; two kinds**

County spray day last year we hosted two, one in Osborn and the other in Pinehurst. We fill up to 3 Gallons of premixed lawn care herbicide into clean herbicide container per landowner. We also have backpacks that are available for loan out.

Cooperative Spray Days; We provide one day of manpower to spray an infestation within weed organizations who the county works cooperatively with, Forest Service, Department of Lands, etc. The hosting organization supplies the herbicide and most if not all the equipment.

Loan out equipment: Backpacks, spray tanks for ATV, UTV, and even horse tanks, seeder

# "Exhibit A"

## **This Season's Plan:**

Contractor: Bids are out with

Panhandle Spray: Athol

Micah Glassman: Tensed

Woodland Resources: Ellensburg

Seasonal Noxious Weed Technician: Mapping, site inspections, help release biocontrol agents, treat county property (not right of ways), help with spray days

## **County's Education and Outreach:**

We have held a booth at the Benewah County Fair, hosted a Biological Control Educational talk at the airport for recertification credits along with an introduction to weeds talk at the Murray-Prichard fire station. Property walks with landowners on their request.

## **Projects and Events:**

See Events Calendar

Moon Gulch Knotweed: This project is led by the Forest Service. We have started treatment of Knotweed at the top, FS land, and continuing to work our way down. Purchased 2 New Injection Guns to aid in this project and other knotweed projects.

Prichard/Murry Area Blueweed

Houndstongue-Old River Road where the old mill site is before the country lane resort.

Assisted cooperatively on other projects; WAG, Idaho Forest Group

Mapping infestations throughout the county. ISDA asks the county to update their weed infestation information every year so they can keep theirs up to date. Having our own records would help in this situation along with others down the road. (ISDA GRANT)

## **Weed Groups**

IECWMA: Inland Empire Cooperative Weed Management Area, nonfunctioning currently

SCNWAC: Shoshone County Noxious Weed Advisory Committee. New Bi-Laws and Advisory Committee Members (See handouts). Post the meeting minutes on the county website

INWCAS: Idaho Noxious Weed Control Association of Superintendents. I am the Executive Board Member for region 1

Thank you again for the opportunity to meet with you. I am looking forward to strengthening the Weeds Department with your help. Any questions?

## **Questions for the commissioners**

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**Wednesday, February 15, 2023**

The Board convened at **9:30 a.m.** in regular business session and the meeting was called to order.

Present:

Commissioners: David Dose - Chair

Tracy Casady

Jeff Zimmerman

Deputy Clerk: Jazmin Sauer

Also, in attendance: Margi Dorchuck

CHANGES TO AGENDA: There were no changes to the agenda.

PUBLIC COMMENT: None presented.

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 Tuesday, February 7, 2023 to Thursday, February 9, 2023. Consideration and Decision of the **REVISED** Minutes of the Commissioners' Public Agenda Session dated Wednesday, May 25, 2022 Commissioner Zimmerman made a motion to accept the minutes, seconded by Commissioner Casady. Commissioner Zimmerman made a motion to accept the **REVISED** minutes, seconded by Commissioner Dose. Commissioner Casady abstained.

#### 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.)
  - Shoshone County Payables
  - Beer, Wine & Liquor Licenses
  - Cancellations/Homeowner's Cancellations
  - Resolution 2023-4 A Resolution to Establish Mileage Allowance for Shoshone County Employees

A motion was made by Commissioner Casady, seconded by Commissioner Zimmerman to approve the consent agenda as presented with specific items addressed as indicated. The motion carried unanimously.

2. Executive Session: Indigent Cases: Consideration and Decision. Executive Session ID Code 74-206(d). A motion was made by Commissioner Zimmerman, seconded by Commissioner Casady to go into Executive Session per Idaho Code 74-206(d). Roll call vote: Commissioner Casady – Aye, Commissioner Dose – Aye, Commissioner



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Zimmerman – Aye. The motion carried unanimously. The Board adjourned from Executive Session and a motion was made by Commissioner Casady to approve case #207-126 and #2005-422, seconded by Commissioner Zimmerman. Passed unanimously.

The Commission reviewed and approved the following report as presented. The following bills or claims against the County were examined and allowed; and in payment of the same the County Auditor is hereby authorized and directed to issue warrants/checks on the following viz:

001	Current Expense	\$14,909.68
002	Road & Bridge	\$46,173.90
006	District Court	\$1,643.12
0010	Self-Insurance Fund	\$5,742.09
0016	Indigent	\$105.00
0019	Justice Fund	\$45,136.78
0023	Solid Waste	\$34,864.92
0037	Snowmobile	\$6,277.84
0052	Airport	\$341.50
0055	Fish Hatchery	21.00
0056	Emergency 911	\$4,505.49
0103	Local Assist & Tribal Consist	\$92,883.26
0211	ITD Express Bus	\$10,183.70
9183	Support Trust	\$1,572.69
9186	Motor Vehicle Trust	\$150,724.85
	TOTAL:	\$415,085.82

STATE OF IDAHO                    )  
  ) ss.  
County of Shoshone                )

We, the Shoshone County Commissioners, being duly sworn do hereby certify and declare that we have reviewed the demands enumerated and referred to in the foregoing register and that the same are to the best of our knowledge accurate and are just claims against the County and that there are funds available for payment thereof in the County Treasury.

APPROVED for distribution as of February 15, 2023

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s/Tracy Casady  
Commissioner

s/David Dose  
Commissioner

s/Jeff Zimmerman  
Commissioner

**RESOLUTION 2023-4**

**A RESOLUTION TO ESTABLISH MILEAGE ALLOWANCE FOR  
SHOSHONE COUNTY EMPLOYEES**

WHEREAS, the cost of operating a motor vehicle has increased since the existing mileage allowance was established; and

WHEREAS, Idaho Code 31-3101 states in part, “when any such officer or deputy shall use his private car as a means of travel in the performance of his official duty, the actual and necessary expense of the use of such car shall be determined by the County Commissioners of each county.”

NOW, THEREFORE BE IT RESOLVED, that the State of Idaho Controller’s Office published an update to the State of Idaho Mileage Rate that increases the rate from sixty-two (\$0.62) cents per mile to sixty-five (\$0.65) cents per mile for each mile driven and such allowance shall be the full amount of allowable for travel expense when such car is used. Due to these changes from the IRS to the Idaho State Travel Policies and Procedures, the Board of County Commissioners will adopt this into policy for Shoshone County. The established rate of \$0.65 cents per mile becomes effective on today’s date.

DATED this 15<sup>th</sup> day of February 2023.

BOARD OF COUNTY COMMISSIONERS

s/David Dose  
David Dose, Commissioner

ATTEST:

s/Jazmin Sauer  
Jazmin Sauer  
Deputy Clerk

s/Tracy Casady  
Tracy Casady, Commissioner

s/Jeff Zimmerman  
Jeff Zimmerman, Commissioner

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### SHOSHONE COUNTY, IDAHO

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#### **10:00 AM MEETING: Discuss/Review/Sign Shoshone County Interdepartmental Memorandum of Understanding – Emergency Removal of Vehicles Blocking Public Roadways**

Also, in attendance: Scott Sergeant/Deputy PA, Jessica Stutzke/PWD, Stephanie Featherstone/PW, Sheriff Holly Lindsey, Undersheriff Lance Stutzke, Margi Dorchuck, Matt Beehner

Scott explained that in the past, an issue for the county has been vehicles parked on narrow roadways that have hampered the process of snow removal by our public works department. The PWD does not have a tow truck or any agreements with any tow companies. The Sheriff's office does however have agreements with tow companies in the Valley. The idea behind the MOU being presented is for cooperation between departments to complete this task. The MOU states that the Public Works Department will identify vehicles obstructing the roadways, in accordance with Idaho Code 40-2319. Ideally, the Sheriff's Office could make contact with the vehicle owner and get them to move it first, but the MOU helps for the times when they cannot/ will not be voluntarily moved. It is the intention of all involved with the MOU to educate the public on this matter, via press releases, Facebook, and notices on our website. The Sheriff's Office will attempt to make first contact by visiting the vehicle owner's home and asking they move it, as the SO employees have training in this type of thing. If a tow is ordered by the PWD from the SO, the vehicle owner is responsible for the bill, as it is the county's last resort to order a tow. Scott noted that the time the most calls for tows will come to remove vehicles is the same time tow companies and the Sheriff's Office will be inundated with vehicle accident calls, so it will require patience and communication from both parties. The MOU maybe modified by either party in writing. There is a notice that the PWD currently has for five (5) day removal of a vehicle, so a modified version of that notice was created for an immediate removal, for documenting the request. Jessica Stutzke explained that this has been a problem for the last few years, but the event that triggered this MOU discussion was from a dead-end road in Silverton last year that the county plows could not make it down for almost a month due to vehicles on the narrow roadway. The plow driver was threatened by a homeowner when asked to move a vehicle, so this is an example of the interdepartmental teamwork needed. Public Works has been discussing the issue with County legal for a while, and the tow companies requires the Sheriff's Office to be the ones requesting any tow/removal. Jessica reiterated that the PWD will check the county right of ways before any type of request for removal is made, due diligence will be done on their part. Scott, Sheriff Lindsey, and Jessica all agreed that towing is the very last resort for removal of the vehicles, but signing this MOU puts a process in place for the extreme or necessary cases. Sheriff Lindsey noted that last winter was a wakeup call for the SO to see the lack of communication with the roads team, she is pleased with this agreement. The floor was opened for public comment – Matt Beehner: where will the vehicles be towed? Has to be a licensed wrecking yard. Sheriff Lindsey explained that the SO only uses licensed ones. Commissioner Casady made a motion to approve and execute the MOU, seconded by Commissioner Zimmerman. Passed unanimously. The MOU was executed by the BOCC, Public Works Director, and Sheriff Lindsey; adjourned at 10:30 AM.

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**11:00 AM MEETING:** To discuss, review and consider 2023 Tax Exempt Applications pursuant to Idaho Code 63-602

Also, in attendance: Terri Wild/Assessor's Office

There are no new applicants this round, so these entities were tax exempt or partially tax-exempt last year as well. List as follows:

Shoshone County Mining and Smelting Museum – Kellogg – Parcel #0000-006-3750 –

Approved with no changes from last year

Mullan Historical Society – Mullan – Parcel #A-0100-013-005A – Approved with no changes from last year

Silver Valley Seniors (Whispering Pines) – Pinehurst – Parcel #G-0000-005-5850 – Approved with no changes from last year

Echo Pines, Inc – Pinehurst – Parcel #G-0000-005-5880 – Approved with no changes from last year

Molly B Damn, Inc. – Murray – Parcel #O-2400-010-001A – **Commissioner Zimmerman made a motion to table this for further review, seconded by Commissioner Casady.**

Following discussion and review, Commissioner Casady made a motion to accept and approve the tax exemption applications, seconded by Commissioner Zimmerman. The motion carried unanimously; adjourned at 11:06 AM.

#### **1:00 PM MEETING: Interdepartmental Contracts Discussion**

Also, in attendance: Sheriff Holly Lindsey, Undersheriff Lance Stutzke, Jessica Stutzke/PWD, Tamie Eberhard/Clerk, Ben Allen/PA, Dan Martinsen/P&Z, Richard Brenner/SW, Shelby Wilcox/SW, Margi Dorchuck, Minde Beehner, Matt Beehner

Jessica Stutzke began by recapping the discussion she had with the BOCC previously. Jessica began reviewing contracts late last year and realized we were not quite in compliance with Idaho Code, and the conclusion was that we needed a meeting with everyone to discuss contracts and processes and how they can be communicated and coordinated. Tamie Eberhard chimed in next explaining that the Clerk's agreement log is severely outdated. There are several unsigned or not renewed, we need a tighter procedure and better communication. We keep the physical agreements as permanent records and are supposed to have them all scanned in to be e-filed as well. Sheriff Lindsey commented that herself and the Undersheriff are flying blind on contracts and the process, such as what needs to come to the BOCC and what doesn't. It was determined that as best practice, all contracts that deal with binding the county financially should be given to the BOCC to review. Everyone was in agreeance that internal processes and procedures need to be revamped, Ben's office will assist any department with their questions on this subject as it is a high priority. There was discussion around when contracts expire, to which Tamie explained that some are automatic renewals, some reach beyond a year, and that there has been a lack of monitoring renewal dates. Tracking down original contracts has been a problem. Commissioner Zimmerman wondered if there was a way to execute these contracts as they stand, half completed or not. Since the idea of a general services agreement has been the main discussion, and the last Request for Qualifications (RFQ) is not able to be located, the county must proceed with a new RFQ. It was decided that spending on engineering services in the interim should be decided on a case-by-case basis. Tamie asked that all contracts be inventoried by each department or elected official. She will also be writing up a county wide correspondence about



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our policy and procedure update. Jessica explained that the lack of contract makes her nervous, and this could hinder the PWD's work incredibly. Public Works and county legal need to work together to move onto the next step of the process, which would be to publish a new RFQ. There was discussion around having both a general services contract as well as job specific contracts, as they cover different scopes and needs. Historically, there has been no engineer in Shoshone County, as it would cause financial burden, that is why this work is contracted out. After further discussion, Tamie and Ben will work together on procurement and process training for those involved in the contract process. Sheriff Lindsey asked about MOU's being tracked, to which Tamie agreed that all leases, contracts, and MOU's should be tracked similarly. Commissioner Dose thanked Jessica for bringing this discussion to light and appreciates everyone caring about fixing it. The floor was opened for public comment – Matt Beehner: Says we have spent enough with HMH to hire our own engineer. The county has paid HMH out of all different parts of the budget. Minde Beehner: Says the RFP for the P&Z department does not exist and that the past BOCC "sat around and talked" and came to that decision. In September the BOCC said it would be worked on a task order basis. As a taxpayer, she is happy to see something being done about this, but she is annoyed because she has been asking since 2019 to see these contracts, which she never received. Wants to know why we are paying HMH with no signed contracts. Why do we pay someone from HMH to take meeting minutes at the transportation meetings? Following a bit more discussion, the meeting adjourned at 1:51 PM.

There being no further business the meeting adjourned.

ATTEST: Tamie J. Eberhard  
County Clerk

Approved:   
Chairman

By:   
Deputy Clerk

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**BOOK 2022**

**Thursday, February 16, 2023**

Present:

Commissioners: David Dose - Chair

Jeff Zimmerman

Tracy Casady

Deputy Clerk: Jazmin Sauer


**9:30 AM** The Board of County Commissioners attended a tour of the county Transfer Station with Richard Brenner and Shelby Wilcox

**6:00 PM** Shoshone County Ambulance District – Meeting @ District 1, Commissioner Dose attended this meeting.

There being no further business the meeting adjourned.

ATTEST: Tamie J. Eberhard  
County Clerk

Approved:   
Chairman

By:   
Deputy Clerk