



TETON COUNTY
BOARD OF COUNTY COMMISSIONERS
MINUTES • SEPTEMBER 9, 2019

Regular Meeting

1st Floor Meeting Room

9:00 AM

150 Courthouse Dr, Driggs, ID 83422

1. MEETING CALL TO ORDER - PLEDGE OF ALLEGIANCE

Commissioners Present:

Cindy Riegel
Harley Wilcox
Bob Heneage

Other Elected Officials and Department Heads Present:

Kim Keeley, Clerk
Holly Wolgamott, County Operations Manager
Darryl Johnson, Public Works Director
Gary Armstrong, Planning Administrator

2. MOTION: *Approve Agenda*

<p>RESULT: ADOPTED [Unanimous] MOVER: Bob Heneage SECONDER: Harley Wilcox AYES: Cindy Riegel, Harley Wilcox, Bob Heneage</p>

2. ACTION ITEMS: CONSENT AGENDA

<p>RESULT: ADOPTED [Unanimous] MOVER: Bob Heneage SECONDER: Cindy Riegel AYES: Cindy Riegel, Harley Wilcox, Bob Heneage</p>
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1. **Board of County Commissioners - Special Meeting - Aug 30, 2019 9:00 AM**
2. **ACTION ITEM: Approve Certificates of Residency**
3. **ACTION ITEM: Approve Engagement Letter with Rudd & CO. for FY19 Audit**
4. **ACTION ITEM: Approve purchase of DS450 Ballot Counter**
5. **ACTION ITEM: 9/9/19 Claims Approval Report**

3. OPEN MIC

Marcus Douglas spoke about the aquifer system. He would like to bring the community together to discuss the aquifer system and the impact of development on it.

Jeff Vail spoke about the hours at the landfill. Mr. Vail is frustrated with the customer service and hours at the transfer station.

4. PUBLIC APPEARANCES

1. 9:00 AM Teton Water Users Association Report

Representatives from the Teton Water Users Association (TWUA) Lyn Bagley, Amy Verbeten, and Max Ludington, gave a power point presentation on what the TWUA is doing to address the impact of changing land use and development on the aquifer.

5. PUBLIC WORKS

Public Works Director Darryl Johnson presented the report.

1. Public Works Report

Solid Waste - Mr. Johnson presented a proposed tipping fee schedule. The fee schedule is an everybody pays, no free trips over the scale proposal. Solid Waste Supervisor Saul Varela was present to answer questions. The Board discussed options for the minimum fee. Mr. Johnson will present a fee change resolution at the next Board meeting.

Mr. Johnson mentioned that he invited Mr. Vail to speak at Open Mic. He asked the Board if they wanted to change the policy on closing the Transfer Station in a timely manner.

Road & Bridge - Crews will be moving to E5000N from W3000N soon.

Packsaddle Road vacation - work has been ongoing all summer. Per the agreement, the completion date is November 30, 2019. Mr. Johnson will keep the Board updated on the progress.

Transportation Plan update - Mr. Johnson will put the updated Transportation Plan on an October agenda for a work session to move forward with finalization. Commissioner Heneage suggested that Teton Valley trails and Pathways Executive Director Dan Verbeten could offer some edits for the non motorized portion of the Plan.

2. ACTION ITEM: 2018 Motor Grader Purchase N9J00860

Road & Bridge Supervisor Clay Smith was present to answer questions. Mr. Smith stated that the M Series motor grader is an excellent grader.

Correct motion to agreement # "Q0001419882".

Commissioner Heneage accepted the modification.

MOTION: Approve the lease/purchase of a 2018 Caterpillar 140M3 Motor Grader (SN N9J00860) as outlined in the Western States Sales Agreement Q000141988-2 for annual lease payments of \$34,570.44 to be paid out of the Impact Fee account 93-00-814.

RESULT:	APPROVED [Unanimous]
MOVER:	Bob Heneage
AYES:	Cindy Riegel, Harley Wilcox, Bob Heneage
SECONDER:	Cindy Riegel

3. ACTION ITEM: 2018 Motor Grader Purchase N9J00890

MOTION: Approve the lease/purchase of a 2018 Caterpillar 140M3 Motor Grader (SN N9J00890) as outlined in the Western States Sales Agreement Q000140755-6 for annual lease payments of \$30,235.20 to be paid out of the Impact Fee account 93-00-814.

RESULT: APPROVED [Unanimous]
MOVER: Bob Heneage **SECONDER:** Cindy Riegel
AYES: Cindy Riegel, Harley Wilcox, Bob Heneage

4. ACTION ITEM: Gravel Exchange with CM Owen

Mr. Johnson said CM Owen has requested an exchange of gravel. They would like to use the gravel they crushed for the County and replace it next spring. Mr. Johnson said the County does not need the gravel until next spring. Road & Bridge Supervisor Clay Smith pointed out that it could be construed that the County is in effect competing with private gravel crushing companies by giving the gravel to CM Owen now in exchange for gravel next spring.

MOTION: Deny the proposed gravel exchange between Teton County and CM Owen.

RESULT: APPROVED [Unanimous]
MOVER: Cindy Riegel **SECONDER:** Bob Heneage
AYES: Cindy Riegel, Harley Wilcox, Bob Heneage

5. ACTION ITEM: Teton Creek Bank Stabilization Boulder Donation to Teton Creek Flood Control District #18

MOTION: Approve Resolution 2019-0909 to donate 300 cubic yards of boulders to the Teton Creek Flood Control District #18 to be used for the Teton Creek Restoration Project.

RESULT: APPROVED [Unanimous]
MOVER: Bob Heneage **SECONDER:** Harley Wilcox
AYES: Cindy Riegel, Harley Wilcox, Bob Heneage

6. PLANNING AND ZONING

Planning Administrator Gary Armstrong presented the report. Mr. Armstrong requested that if the Board denies an application on the basis of it not being in compliance with the Comprehensive Plan, state specifically what part of Comprehensive Plan an application for a subdivision is not in compliance with.

1. Planning Department Update

Code Update - the draft of the Code Audit report is completed. It has been reviewed by the steering committee and comments have been given to the contractor. Mr. Armstrong will share the report with Board. The audit will also be available on the County website.

The next step is drafting the first version of the new Code.

7. PUBLIC HEARING

1. ACTION ITEM: 10:00 AM Flatiron Subdivision Preliminary Plat Hearing

Public hearing for the Flatiron Subdivision Preliminary Plat. Senior Planner Joshua Chase presented the County staff report. The County received no public comment or comment from the City of Victor. The Board had no questions for Mr. Chase.

Sharon Woolstenhulme, representing the applicant, was present to answer questions.

Public comment opened at 10:10. No one present wished to speak.

Board deliberation - all commissioners agreed the application was straight forward.

MOTION: *Having concluded that the Criteria for Approval of a Subdivision Preliminary Plat found in Title 9-3-2(C-8) can be satisfied and having found that the proposal is generally consistent with the goals and policies of the 2012-2030 Teton County Comprehensive Plan, I move to approve the Preliminary Plat for Flatiron Subdivision as described in the application materials submitted June 26, 2019 and as supplemented with additional applicant information attached to this staff report.*

RESULT: APPROVED [Unanimous]
MOVER: Harley Wilcox **SECONDER:** Cindy Riegel
AYES: Cindy Riegel, Harley Wilcox, Bob Heneage

2. ACTION ITEM: 10:15 AM Laurel Flats Preliminary Plat Hearing

Public hearing for Laurel Flats Subdivision for Preliminary Plat approval.

Senior Planner Joshua Chase presented the County staff report. The County received one public comment against approval of the subdivision. The City of Victor had no concerns with the subdivision.

Sharon Woolstenhulme, representing the applicant, was present to answer questions. Mrs. Woolstenhulme clarified that she had the signed agreement with the Fire Marshal and will get it to the County.

Public comment was opened at 10:25. No one present wished to speak.

Board deliberation - at the Board request, Planning Administrator Gary Armstrong provided the minutes from the P & Z deliberation. Commissioner Riegel pointed out that the though the current code allows this type of subdivision, the Comprehensive Plan discourages it.

MOTION: *Having concluded that the Criteria for Approval of a Subdivision Preliminary Plat found in Title 9-3-2(C-8) can be satisfied and having found that the proposal is generally consistent with the goals and policies of the 2012-2030 Teton County Comprehensive Plan, I move to approve the Preliminary Plat for Laurel Flats Subdivision as described in the application materials submitted June 26, 2019 and as supplemented with additional applicant information attached to this staff report.*

RESULT: APPROVED [Unanimous]
MOVER: Harley Wilcox **SECONDER:** Bob Heneage
AYES: Cindy Riegel, Harley Wilcox, Bob Heneage

8. IT/EMERGENCY MANAGEMENT

Emergency Manager Greg Adams presented the report.

1. **September 2019 IT/EM Monthly Report**
2. **ACTION ITEM: Sheriff's Office Backup Solution**

Approve the purchase of a new Network Attached Storage device for up to \$5,000 out of the IT FY19 contingency fund

Commissioner Heneage approved the amendment.

MOTION: *Approve the purchase of a new Network Attached Storage device for up to \$5,000 out of the IT contingency fund.*

RESULT:	APPROVED [Unanimous]
MOVER:	Bob Heneage SECONDER: Harley Wilcox
AYES:	Cindy Riegel, Harley Wilcox, Bob Heneage

3. **ACTION ITEM: Continuity of Government Essential Functions Prioritization Work Session**

The Board met with Emergency Manager Greg Adams to discuss and submit individually the top ten list of County government essential functions. This exercise will help guide the Emergency Management department in emergency preparedness.

MOTION: *Approve the agreed upon top 10 Essential Functions for the Continuity of Government plan revision.*

RESULT:	ADD TO NEXT AGENDA
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4. **ACTION ITEM: 2019 SHSP Grant Award**

MOTION: *Accept the grant award and sign the award documents for the 2019 SHSP grant for the total of \$29,361.*

RESULT:	APPROVED [Unanimous]
MOVER:	Bob Heneage SECONDER: Cindy Riegel
AYES:	Cindy Riegel, Harley Wilcox, Bob Heneage

5. **ACTION ITEM: September 25th Idaho Association of County IT Meeting**

MOTION: *Allow Greg to attend the Idaho Association of County Information Technology meeting on September 25th in Boise.*

RESULT:	APPROVED [Unanimous]
MOVER:	Bob Heneage SECONDER: Harley Wilcox
AYES:	Cindy Riegel, Harley Wilcox, Bob Heneage

9. **12:00 PM ELECTED OFFICIAL AND DEPARTMENT HEAD MEETING**

Elected officials and department heads met to discuss issues of mutual concern.

Present: Commissioners Riegel, Heneage, and Wilcox, Clerk Keeley, Emergency Manager Greg Adams, Renee Leidorf, Treasurer Palm, Planning Administrator Gary Armstrong, Operations Manager Holly Powers, Building Supervisor Wendy Danielson, Chief Deputy Clerk Jenifer Shaum.

10. COMMISSIONERS

1. 2:00 PM Executive Session per IC 74-206(1) (b) Personnel

Roll call vote.

Commissioner Heneage - aye

Commissioner Wilcox - aye

Commissioner Riegel - aye

RESULT:	APPROVED [Unanimous]
MOVER:	Harley Wilcox SECONDER: Bob Heneage
AYES:	Cindy Riegel, Harley Wilcox, Bob Heneage

2. Committee Reports

Commissioner Riegel attended the Council of Governments meeting. The main topic was appointment of Housing Authority members. They also discussed business licensing in the County.

Commissioner Heneage attended the Driggs Urban Renewal meeting and attended the Code Update steering committee meeting.

Commissioner Wilcox had no reports.

3. Pre-approval of Alcohol Beverages Licenses for 2020

MOTION: *Approve the 2020 Alcohol Beverage Licenses for the businesses listed in Exhibit A, provided they submit the appropriate application, required supporting documents, and applicable fee.*

RESULT:	APPROVED [Unanimous]
MOVER:	Bob Heneage SECONDER: Cindy Riegel
AYES:	Cindy Riegel, Harley Wilcox, Bob Heneage

4. Board of County Commissioners - Regular Meeting - Aug 26, 2019 9:00 AM

RESULT:	ACCEPTED [Unanimous]
MOVER:	Bob Heneage SECONDER: Cindy Riegel
AYES:	Cindy Riegel, Harley Wilcox, Bob Heneage

5. ACTION ITEM: Claim for two Laptops for PA Office

MOTION: *Approve the claim as presented, to be paid out of 1-7-800.*

RESULT:	APPROVED [Unanimous]
MOVER:	Cindy Riegel SECONDER: Harley Wilcox
AYES:	Cindy Riegel, Harley Wilcox, Bob Heneage

11. PROSECUTOR**1. Executive Session per IC 74-206(1) (f) Imminent or Pending Litigation**

Roll call vote.

Commissioner Heneage - aye

Commissioner Wilcox - aye

Commissioner Riegel - aye

RESULT:	APPROVED [Unanimous]
MOVER:	Harley Wilcox SECONDER: Bob Heneage
AYES:	Cindy Riegel, Harley Wilcox, Bob Heneage

12. PUBLIC APPEARANCES

Jared Ricks from the Public Defense Commission (PDC) gave an update on items the PDC is working on.

1. 3:00 PM Public Defense Commission Report, Jared Ricks**13. OPERATIONS MANAGER**

Operations Manager Holly Powers presented the report.

1. ACTION ITEM: Revised Holiday Pay Policy

The updated policy allows employees that work more than 8 hours to receive the normal workday pay for holidays.

MOTION: *Approve the revised Holiday Pay Policy as presented.*

RESULT:	APPROVED [Unanimous]
MOVER:	Cindy Riegel SECONDER: Bob Heneage
AYES:	Cindy Riegel, Harley Wilcox, Bob Heneage

2. ACTION ITEM: Bereavement Leave Policy

Amend motion to remove "within 200 miles" and third sentence. No second, motion dies.

MOTION: *Approve the Bereavement Leave Policy as presented.*

RESULT:	ADD TO NEXT AGENDA
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3. ACTION ITEM: Planning and Zoning Commission and Impact Fee Committee Appointments

The County received 14 applications for the Planning & Zoning commission for four seats. Commissioner Riegel thanked all outgoing P & Z commissioners for their dedication.

MOTION: *Appoint the following to the Planning and Zoning Commission for three year terms starting Oct. 1st, 2019:*

Aiden Sullivan, Erica Tremblay, JA Michelbacher, and Patrick McDonnell.

RESULT:	APPROVED [2 to 1]
MOVER:	Cindy Riegel SECONDER: Bob Heneage
AYES:	Cindy Riegel, Bob Heneage
NAYS:	Harley Wilcox

4. **MOTION:** *Move to appoint to the Impact Fee Advisory committee for a term of four years starting October 1st, 2019: Bill Leake, Louis Parri, and Bob Benedict.*

RESULT:	ADOPTED [Unanimous]
MOVER:	Cindy Riegel SECONDER: Harley Wilcox
AYES:	Cindy Riegel, Harley Wilcox, Bob Heneage

14. ADJOURNMENT

MOTION: *Motion to Adjourn at*

RESULT:	ADOPTED [Unanimous]
MOVER:	Harley Wilcox SECONDER: Bob Heneage
AYES:	Cindy Riegel, Harley Wilcox, Bob Heneage

BY: _____
Cindy Riegel

ATTEST: _____
Clerk or Deputy Clerk