



**Teton County Idaho - Commissioners Meeting Agenda  
MONDAY, February 11, 2012**

LOCATION: 150 Courthouse Drive, Driggs, ID 83422 (208-354-8775)

9:00 AM

**Meeting Called to Order** – Chairman Park  
Pledge of Allegiance & amendments to agenda if any.

**“Morning Mic”** – Public Q & A

9:30

**Ambulance Service District**  
1. Approve Available Minutes  
2. 12/31/12 Quarterly Update

**Teton Valley Health Care (12/31/2012) Quarterly Report**  
*Effective 1/1/2013 – Teton Valley Hospital, Inc. (a Non-Profit Entity)*

10:00

**DEPARTMENT BUSINESS**

- Board of Equalization – Missed Property Roll (*if needed*)
- Emergency Management – Greg Adams, Coordinator

**Executive Session** per IC § 67-2345(1)(f) Legal Counsel

- Public Works – Jay Mazalewski, Engineer
  1. Solid Waste
    - a. Forsgren Contract – Landfill CAP Engineering Services
    - b. Rocky Mt. Environmental Ground Water Monitoring
    - c. RAD Request to Waive Fees
  2. Road & Bridge
    - a. S. 5000 Grant Application
    - b. N.13500 W. Snowplowing
  3. Law Enforcement Center – JHS Architects & Ormond Construction
- Sheriff's Office – Valee Wells
  1. Job Openings & Job Descriptions

**Executive Session** per IC § 67-2345(1)(d) indigent matters

**Senator Risch's Office** – Amy Taylor

**Administrative Business** *will be dealt with as time permits*

- Approve Available Minutes
- Discuss correspondence & Sign Documents
  1. JPO Wrap-Around Contract 2013
  2. TRPTA FY 2014 Letter of Support
- Other Business
  1. Idaho's 150<sup>th</sup> Celebration
  2. Town Hall Meeting Schedule Review – 3/25, 6/24 & 9/23
  3. Work Session Agenda Review 3/11 (USFS)
  4. Work Session Agenda Review 2/14 (Planning)
- Committee Reports
- Claims

**ADJOURN**

**Dawn Felchle**

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**Subject:** FW: grants

**“MORNING MIC”**

**From:** Stevenson Alice [<mailto:asvictor@ida.net>]  
**Sent:** Friday, February 08, 2013 1:10 PM  
**To:** Kelly Park; Kathy Rinaldi; Sid Kunz  
**Cc:** Dawn Felchle  
**Subject:** grants

Dear Commissioners:

I am writing this letter because I will not be able to attend the upcoming open mic session at your Feb. 11 meeting.

I disagree with the decision you made (as reported in the Jan. 31 issue of the Teton Valley News) regarding the grant proposal to help plan a greenway along Teton Creek. Although Sid is certainly correct that funding for federal grant monies comes from taxpayers, and I agree that federal spending must be reined in, I also agree with Kathy that we should not take Teton County out of consideration for federal grants. If you are opposed to the federal grant program, then that is a separate issue that should be dealt with at the federal level.

I have always thought of grants as similar to the time-honored western tradition of "barn raising" and other help-your-neighbor rural traditions. That is, when one neighbor needs help, everyone pitches in to help that person, knowing that if they are ever in need, a similar pooling of resources will occur to help them. It seems to me that grants work much the same way. There is a pool of money, and one time it goes to help one project, and other times it goes to help another project in another location come to fruition. This is a helping hand up, not simply a handout, since such grants generally require some sort of matching (in dollars or in-kind services). Grants help fund projects that would not otherwise be possible, without the pooling of resources, just like a barn raising. One of the roles of government should be to do those things which individuals (or local entities) cannot do on their own. Grants are one way of doing that.

If our county refuses to participate in grant opportunities, that will not reduce our taxes. It will simply mean that another project in another location will get the funds that might have been directed to a project in Teton County--such as planning for a greenway along Teton Creek--which has the potential to give a boost to our local economy, which we all know we need.

If it is not too late, I would ask you to reconsider your vote with regard to the request for 25 hours of county mapping and GIS services over the period of 6 months as an in-kind match for this particular grant proposal. And I certainly implore you not to take Teton County out of the running for grants in the future by refusing to provide a reasonable match.

Sincerely,  
Alice Stevenson

# Teton County Ambulance Service District Minutes: December 10, 2012

Commissioners' Meeting Room, 150 Courthouse Drive, Driggs, Idaho

**COMMISSIONERS PRESENT:** Bob Benedict, Kathy Rinaldi, Kelly Park

**OTHER ELECTED OFFICIALS PRESENT:** Clerk Mary Lou Hansen

Chairman Rinaldi called the meeting to order at 9:19 am.

● **MOTION.** Commissioner Benedict made a motion to approve the minutes of August 27, 2012. Motion seconded by Commissioner Park and carried unanimously.

**QUARTERLY AMBULANCE REPORT FROM HOSPITAL.** Teton Valley Health Care CEO Keith Gnagey and Hospital EMS Director Rob Veilleux were present to review their quarterly report (Attachment #1). Overall, total calls and transports trended up during FY 2012 with a total of 608 calls and 393 transports during theyear. The gross billing for ambulance runs totaled \$341,323. Dr. Eric Johnson continues to serve as EMS Medical Director; a new contract is currently being negotiated. Training needs are being evaluated so that TVA will have Critical Care Paramedics. Since the Ambulance Service District is currently levying the maximum tax rate possible, the Board cautioned TVA to be aware of funding realities.

**MOU BETWEEN FIRE PROTECTION DISTRICT & AMBULANCE SERVICE.** Commissioner Benedict said the MOU had been approved by the Fire Protection District and Teton Valley Health Care. It is a one page document that describes the relationship between the agencies. The agencies have also developed a first responder protocol and are working on a dispatch protocol.

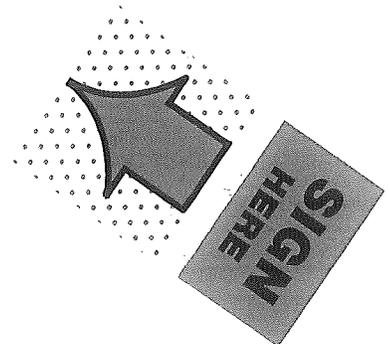
● **MOTION.** Commissioner Benedict made a motion to approve the MOU with Teton County Fire Protection District and Teton Valley Ambulance Service. Motion seconded by Commissioner Park and carried unanimously. (Attachment #2)

● **MOTION.** At 9:36 am Chairman Rinaldi made a motion to adjourn the Ambulance Service District meeting and reconvene as the Board of County Commissioners. Motion seconded by Commissioner Park and carried.

\_\_\_\_\_  
Kathy Rinaldi, Chairman

ATTEST: \_\_\_\_\_  
Mary Lou Hansen, Clerk

Attachment #1 Quarterly Ambulance Report  
#2 MOU between Fire Protection District and Ambulance Service



**To: Teton County Ambulance Service District**

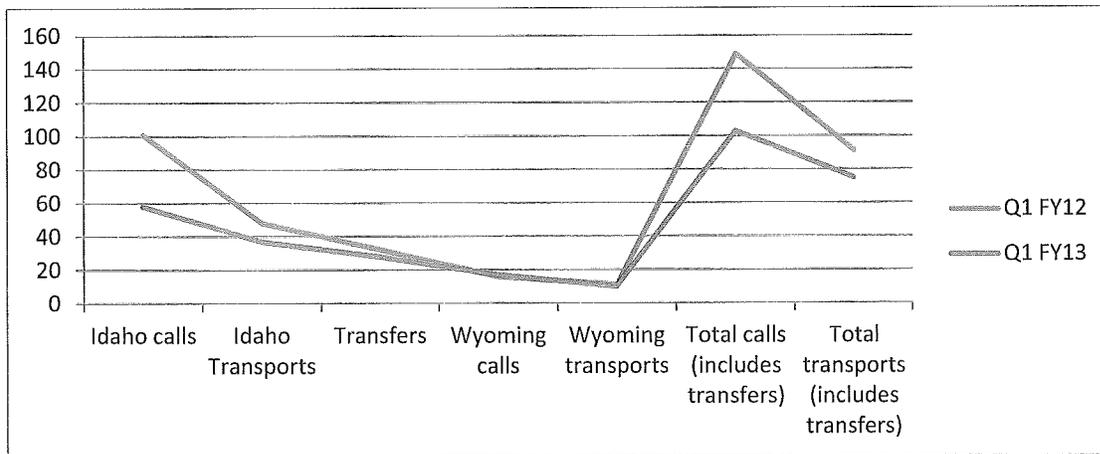
**From: Teton Valley Ambulance**

**Re: 1<sup>st</sup> Quarter for FY 2013 Report**

**Overview:** Quarterly comparisons from FY 12 and FY 13 are shown below:

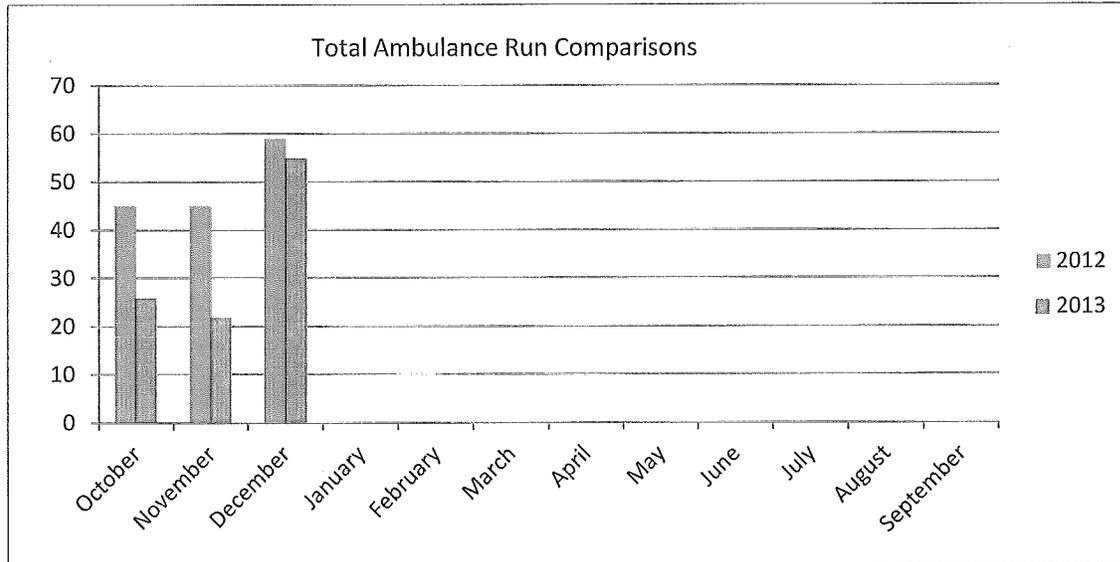
TOTALS	Q1		Q2		Q3		Q4	
	FY12	FY13	FY12	FY13	FY12	FY13	FY12	FY13
Idaho calls	101	58						
Idaho Transports	48	37						
Transfers	32	32						
Wyoming calls	16	17						
Wyoming transports	11	10						
Total calls (includes transfers)	149	103						
Total transports (includes transfers)	51	75						

Overall, all types of calls and transports are trending down to normal from FY2012, as shown below:



## Discussion

Attachment A provides a breakdown on where the decreases were. Year over year totals for runs are shown below:



The overall run count for the 1<sup>st</sup> quarter was down by 46 runs. Looking at the numbers it shows that our runs throughout the county were all down from FY12. The runs to GTSR were up by four. The standby runs were down by eight which could be a result of changing dispatch protocol and not running on every fire callout. Now EMS is only called out on confirmed structure fires and by request for any other fire callout. The Interfaculty transfers were up by five.

### Training Activities:

A Training plan has been written by the training officer for this fiscal year and is being reviewed by the medical director.

Our budgeted training activities for FY13 are as follows:

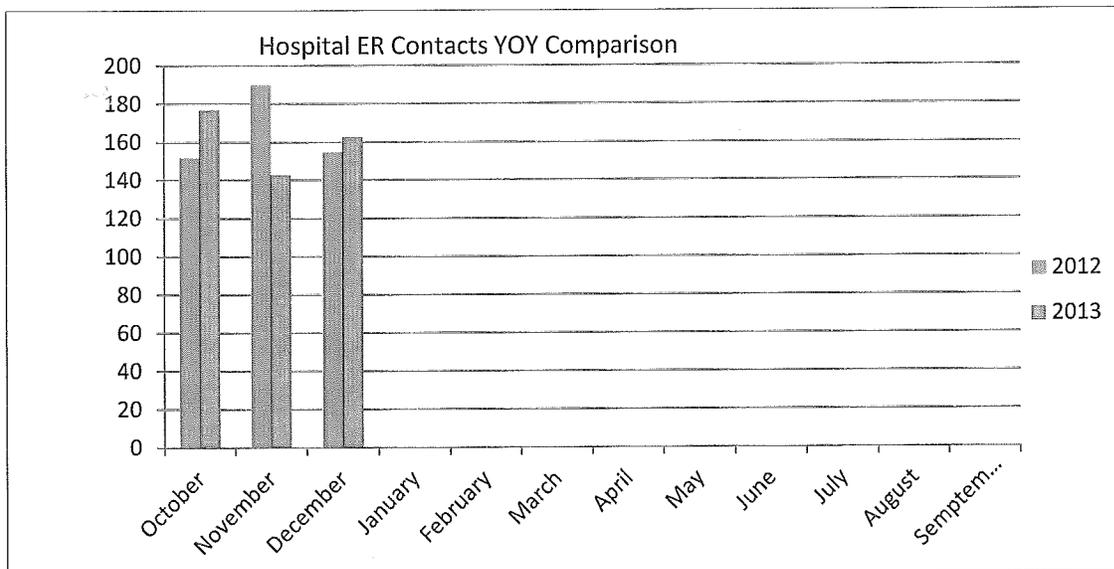
- We have started our intubation training through OR at the Hospital. The CRNA has the second part of his classroom training scheduled for our March training. Our paramedics have started rotations through the OR to continue training on all the skills used in the field. All paramedics are required to get a minimum of one intubation every six months at a minimum (Same requirement used in Jackson for their paramedics).
- We have enrolled EMS personnel in the 24/7 EMS Online education program which is being utilized to bolster our monthly in house training. This is working well as we continue to learn more about the program and utilize it even better.

- As we continue to look at the critical care paramedic program, we are evaluating the need, the initial training that is required along with the requirement for continuing education needs, initial idea of no pay raise for this certification but a mileage pay increase on interfaculty transfers when these skills are needed, equipment needs for the startup then additional needs for later. Grant options to support training and equipment needs are also being looked at.

## Statistical Detail

**Detailed ambulance runs** – statistics for Alta, GTSR, Teton Pass, Victor, Driggs and Tetonica can be found in Attachment A.

### Number of Hospital Patients cared for by TVA EMTs:



Contact amounts are averaging close to the same

### Staffing: Breakdown of staffing, training levels, and full time and pool personnel.

Level	Total	Fulltime	Pool	Half-time
EMT-Bs	7	0	7	0
EMT-As	7	3	4	0
EMT-Ps	11	5	6	0
Total	25	8	16	0

From last report until this one we have lost one pool paramedic and refilled that position and added one pool EMT-B

### **Vehicles and equipment: Ambulance inventory, mileage, and age.**

Item	Mileage
Ambulance 1: 2009 Ford	36,784
Ambulance 2: 2004 Ford	81,340
Ambulance 3: 1999 Ford	67,689
Ambulance 4: 1992 Ford	71,754
EMS 1: 2008 Chevy Trailblazer	64,300

Ambulance one continues to give us trouble with what seems to be a possible fuel contamination problem.

### **Billings (Gross revenue): Quarterly report of ambulance runs billing.**

1. 1<sup>st</sup> Quarter FY 2013 - \$82,740
2. 2<sup>nd</sup> Quarter FY 2013 -
3. 3<sup>rd</sup> Quarter FY 2013 -
4. 4<sup>th</sup> Quarter FY 2013 -

### **Medical Direction/Departmental organization changes.**

- Medical Director (Eric Johnson, MD) – We have negotiated and updated the contract with Dr. Johnson. We are continuing to evaluate other options to increase the amount of medical supervision provided.
- No other changes

### **Special events and public service:**

- Standby for fire/S&R/Sheriff -- 4
- Event Standby's -- 1

### **Public Education and Service:**

- PR events -- 1

### **Mutual Aid Agreement/Protocols**

- MOU – Complete
- Integration of Care protocol – Completed getting final signatures
- Dispatch protocol – in draft

**Grants and fundraising:**

- We are looking for additional grants to fund future needs for TVA.

**Ambulance Run Summary  
Fiscal Year 2013**

**Attachment A**

	1st Quarter				2nd Quarter				3rd Quarter				4th Quarter				Fiscal YTD (2013)
	Oct	Nov	Dec	Tot	Jan	Feb	Mar	Tot	Apr	May	Jun	Tot	Jul	Aug	Sep	Tot	
Driggs	9	7	13	29													29
Transport	6	6	7	19													19
Victor	5	7	11	23													23
Transport	3	4	7	14													14
Tetonia	2	0	4	6													6
Transport	1	0	3	4													4
Alta	0	0	1	1													1
Transport	0	0	0	0													0
GTSR	0	2	13	15													15
Transport	0	1	8	9													9
Teton Canyon	0	0	0	0													0
Transport	0	0	0	0													0
Other Wyoming	0	0	1	1													1
Transport	0	0	1	1													1
Standbys	2	1	2	5													5
Flight Team	0	0	0	0													0
EIRMC	6	5	8	19													19
BHC	1	0	1	2													2
Madison	1	1	2	4													4
Jackson	2	0	0	2													2
Portneuf	0	0	1	1													1
Boise	0	0	0	0													0
SLC	0	0	0	0													0
Airport	0	0	0	0													0
EMS1 Responses	1	0	2	3													3
BLS	9	14	20	43													43
I/L	2	4	3	9													9
ALS	16	6	31	53													53
ER Contacts	177	143	163	483													483

Totals	1st	2nd	3rd	4th	Tot.	Average Response Times			
						Shortest	Longest		
Total Idaho Calls	58				58	Driggs:	0:04	0:01	0:15
Total Idaho Tnsps	37				37	Victor:	0:11	0:05	0:20
Total Transfers	28				28	Tetonia:	0:12	0:10	0:30
Total WY Calls	17				17	Alta:	0:19	0:16	0:25
Total WY Tnsps	10				10	GTSR:	0:18	0:16	0:30
Total Calls	103				103	911 Call Time:	0:12	0:09	0:24
Total Transports	75				75	Transfer Time:	3:45	2:31	7:05

# Teton County Ambulance Service District Minutes: December 14, 2009

*Commissioners' Meeting Room, 150 Courthouse Drive, Driggs, Idaho*

**COMMISSIONERS PRESENT:** Bob Benedict, Kathy Rinaldi

**OTHER ELECTED OFFICIALS PRESENT:** Clerk Mary Lou Hansen, Prosecutor Kathy Spitzer

**TETON VALLEY HEALTH CARE PERSONNEL PRESENT:** EMTs Chris Taylor and Natalie Kaufman

Commissioner Benedict called the meeting to order at 9:48 am.

**NEW AMBULANCE GARAGE.** Mr. Taylor reported that the garage framing was complete.

**WYOMING CONTRACT.** The Board reviewed the Ambulance Service Contract between Teton County, Wyoming and the Ambulance Service District for provision of ambulance services to the areas of Teton County, Wyoming on the west side of the Tetons. All references to "Alta" were removed and the payment method paragraph was completed. The EMTs present said the required informational reports would not be a problem to submit.

● **MOTION.** Commissioner Benedict made a motion to approve the Ambulance Service Contract between Teton County, Wyoming and the Teton County Ambulance Service District, with changes as discussed. Motion seconded by Commissioner Rinaldi and carried. (Attachment #1)

**TETON VALLEY HEALTH CARE CONTRACT.** The Board reviewed the revisions to this contract, which were made to align the contract with provisions of the new contract with Wyoming. Both contracts have been reviewed by TVHC.

● **MOTION.** Commissioner Rinaldi made a motion to approve the updated Ambulance Service Agreement between Teton Valley Health Care and the Teton County Ambulance Service District. Motion seconded by Commissioner Benedict and carried. (Attachment #2)

TVHC will need to execute a Business Associate Agreement with the Teton County, Wyoming Fire Department.

● **MOTION.** At 10:13 am Commissioner Rinaldi made a motion to recess the Ambulance Service District and reconvene as the Board of County Commissioners. Motion seconded by Commissioner Benedict and carried.

## December 17, 2009

Commissioner Benedict called the recessed meeting of the Ambulance Service District to order at 11:04 am and stated that the meeting was a continuation of the Board's December 14 meeting.

**COMMISSIONERS PRESENT:** Bob Benedict, Kathy Rinaldi (Larry Young was sick, but participated via telephone during the afternoon)

**OTHER ELECTED OFFICIALS PRESENT:** Clerk Mary Lou Hansen, Prosecutor Kathy Spitzer

**TETON VALLEY HEALTH CARE PERSONNEL PRESENT:** Operations Manager Laura Piquet, Interim EMS Director Kim Sorensen, Assistant to the Interim EMS Director Bob Veilleux.

● **MOTION.** Commissioner Rinaldi made a motion to approve the Ambulance District minutes of November 9, 2009. Motion seconded by Commissioner Benedict and carried.

The Board told Ms. Piquet they would work to correct communications problems. She asked that the hospital CEO, Operations Manager and EMS Director be notified of all Ambulance Service District meetings. They also need to receive a copy of the quarterly report meetings scheduled for 2010. The Board said the Ambulance Service District would probably meet twice a month until the ambulance garage construction project was completed and agreed to schedule those meetings at 9:30 am.

Ms. Piquet said she had reviewed and approved the Ambulance Service District's contract with Teton County, Wyoming and that TVHC would submit the reports as required in Paragraphs 1f and 1g. She will sign and mail the Business Associate Agreement to the Teton County, WY Fire Chief as requested. She had also reviewed and approved the changes made to the Ambulance Service District's Agreement with TVHC. Attachment A to that agreement will be updated to show only TVA position titles and Attachment B will be updated since TVA provides free services to many non-profits.

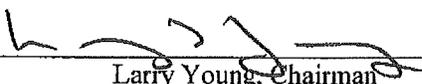
**NEW AMBULANCE DIRECTOR.** Commissioner Rinaldi agreed to participate in the interview and hiring process for the new ambulance director who will be hired to replace Ken Schwab.

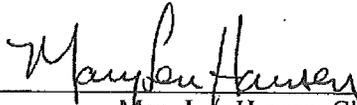
**AMBULANCE GARAGE.** Engineer Louis Simonet said that Teton County Building Inspector Bruce Nye is now the official point of contact for the contractor. Previously, the contractor had been submitting Requests for Information to L8 Architects. Now, Mr. Nye will receive all submittals and will determine whether the architect needs to be involved. Mr. Simonet reviewed RFIs #1-4 and Request for Engineering Change #1 submitted by Harper Construction (Attachment #3). The Engineering change will reduce construction cost by \$2,350. Mr. Sorensen said the concrete work was completed and framing is in progress. The metal fabrication will take 4-5 weeks, after which the doors can be ordered. Those will take an additional 4-5 weeks.

● **MOTION.** Commissioner Rinaldi made a motion to approve the Request for Engineering Change #1 and Items 1-4 of RFI #3. Motion seconded by Commissioner Benedict and carried.

● **MOTION.** Commissioner Benedict made a motion instructing Bruce Nye to approve any appropriate change requests or RFIs that will reduce costs, to obtain the approval of any Commissioner for any items resulting in cost increases less than \$1,000, and to bring any change requests or RFIs that will cost \$1,000 or more to the Ambulance District Board for approval. Motion seconded by Commissioner Rinaldi and carried.

● **MOTION.** At 11:53 am Commissioner Rinaldi made a motion to adjourn the meeting of the Ambulance Service District and reconvene as the Board of County Commissioners. Motion seconded by Commissioner Benedict and carried.

  
\_\_\_\_\_  
Larry Young, Chairman

ATTEST:   
\_\_\_\_\_  
Mary Lou Hansen, Clerk

Attachment #1 Ambulance Service Contract (with Teton County, Wyoming)  
#2 Ambulance Service Agreement (with Teton Valley Health Care)  
#3 Ambulance Garage RFIs 1-4 and Request for Engineering Change #1

Attachment #1  
12-14-09 Ambulance

AMBULANCE SERVICES CONTRACT

This agreement made and entered into this 1st day of January, 2010, by and between the County of Teton, a duly organized county of the State of Wyoming, of P.O. Box 1727, Jackson, Wyoming 83001, hereinafter referred to as "the County", and the Teton County Ambulance Service District, a duly organized ambulance district in the State of Idaho, of 150 Courthouse Drive, Driggs, Idaho 83422, hereinafter referred to as "the District", both of whom understand and agree as follows:

WITNESSETH:

WHEREAS, it is the desire of the Teton County, Wyoming Board of County Commissioners, hereinafter referred to as the "Board", to provide ambulance services to the Teton County Wyoming lands adjacent to Idaho on the West side of the Teton; and

WHEREAS, the County desires to contract the services of the District for ambulance services in the adjacent Wyoming area on the West side of the Teton; and

WHEREAS, the District desires to provide ambulance services to the adjacent Wyoming area on the West side of the Teton;

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

1. AMBULANCE SERVICE CONTRACT PROVISIONS

- a. The District will respond to calls for emergency medical services occurring in the adjacent Wyoming areas on the West Side of the Teton.
- b. In consideration of the ambulance services given to the Wyoming area, the County agrees to pay the District for all services rendered hereunder, the payment called for herein. No payment shall be made until such time as the County has received this Ambulance Service Contract signed by the District. The County recognizes that payments are continually accruing and any and all payment arrearages will be made current by the District upon execution of this Contract. It is further understood that the District may charge fees for service to Wyoming patients transported by their ambulances and that those fees collected shall be controlled and used by the District to support the ambulance system. Patient billing shall be the responsibility of the District.
- c. It is further understood and agreed that for and in consideration of the monies paid by the County pursuant to this contract the District shall defend, indemnify and hold harmless the County for any and all liability, causes of action and damages, malpractice, loss or expense incurred by the District arising out of the District's operations including any loss or damage to or expenses incurred in the operation of apparatus or other equipment belonging to the District and the cost of any materials used in connection with any call for assistance.
- d. The District, as owner of the apparatus and equipment to be used in answering calls for assistance in the Wyoming area, agrees that it will assume full responsibility for injuries to persons or property or deaths resulting from negligence in the operations of any such apparatus or equipment while answering any such calls, and will obtain liability insurance for its vehicles and equipment. Each year that this contract is renewed, the District shall provide the County with a Certificate of Insurance evidencing the existence of such insurance. If the District ever cancels or fails to renew their policy they shall immediately notify the County.

e. It is expressly understood and agreed that the number of Emergency Medical Technicians and the nature of apparatus and equipment dispatched in answer to calls, the manner of providing medical care, and other operations at the scene of a medical emergency, accident or other incident to which the District is called, are matters within the judgment of the Executive Director and Medical Director of Teton Valley Ambulance or Teton Valley Health Care or other officers of the ambulance service who may be in charge at the time. The District shall maintain a current State of Wyoming Ambulance License.

f. The District shall immediately notify the Chief of Jackson Hole Fire/EMS or the assigned Duty Officer of any mass casualty incident in which the District responds within Wyoming. A mass casualty incident is any incident in which emergency medical services personnel and equipment at the scene are overwhelmed by the number and severity of casualties at that incident.

g. The District shall provide Jackson Hole Fire/EMS with all incident reports generated for calls within the Wyoming area, for all patients that originate in Teton County, Wyoming, in order to allow Jackson Hole Fire/EMS to complete required State of Wyoming reporting. Such reports shall be submitted not more than 30 days from the date of service, but not more than 10 days from the date of service upon direct request by the County. Such reports may be in the form of a standard Patient Care Report, or shall provide adequate information to complete such reports.

h. The County understands that the District contracts with Teton Valley Health Care which provides all the Emergency Medical Services (EMS) and ambulance services for the District. Accordingly, Teton Valley Health Care is responsible for all regulatory compliance issues, including all reporting requirements of the Health Insurance Portability and Accountability Act (HIPAA) of 1996. The District shall be identified as a HIPAA Covered Entity and shall comply with the HIPAA Business Associate Agreement that they have provided to Teton County Wyoming EMS. In return, the Teton County Wyoming EMS, will be the business associate and must comply with any HIPAA/HITEC requirements wherein protected health information is shared.

i. It is hereby mutually covenanted and agreed that the relation of the District to the services to be performed by it under this contract shall be that of an independent contractor.

j. The District agrees that it will not assign, transfer, convey, sublet or otherwise dispose of this agreement, its right, title or interest in this agreement, or its power to execute this agreement, to any other person, company or corporation without the previous consent in writing of the County. Notwithstanding the previous sentence, the County understands and agrees to the fact that the District contracts with Teton Valley Health Care and its DBA, Teton Valley Ambulance, for the providing of emergency medical services and ambulance services for the District.

k. Each and every provision of law and clause required by law to be inserted in this contract shall be deemed to have been inserted herein. If any such provision is not inserted through mistake or otherwise, then upon the application of either party, this contract shall be physically amended.

l. The District shall at all times comply with all applicable laws, statutes, codes, rules and regulations of the State of Wyoming while in performance of this contract.

2. TERMINATION AND TERM

- a. For the purpose of this agreement, termination shall occur when:
  - i. The Teton County Wyoming Board of County Commissioners votes to terminate the Contract at a duly authorized public meeting.
  - ii. The Teton County Idaho Ambulance Service District Board votes to terminate the Contract at a duly authorized public meeting.
  - iii. In the event that either party seeks to terminate this contract, a minimum of 60 days written notice to the parties shall be provided, unless the parties agree otherwise.
- b. The term of this agreement shall be one (1) year.
- c. Unless written notice of a desire to terminate this agreement is given by either party at least ninety (90) days prior to the termination date as provided herein, this agreement shall be extended on the same terms and conditions herein provided, for an additional period of one year.

3. PAYMENT. The County agrees to pay the District for services rendered an amount calculated by pro-rating the annual operating expenses according to the number of runs made to Wyoming by the total number of runs made by the District. In order to facilitate accurate budgeting by both the County and the District, the annual amount due will be calculated in April of each year based on the actual operating expenses for the District's previously completed fiscal year and the ambulance runs for the previously completed calendar year. In January of each year, the District shall provide an invoice, with signed voucher, to Jackson Hole Fire/EMS for the entire amount due for that fiscal year.

4. NOTICES. Notices pursuant to this agreement shall be given by personal delivery or through certified mail of the United States Postal Service, postage prepaid and addressed as follows:

For the County  
 Teton County Fire/EMS  
 Teton County, Wyoming  
 P.O. Box 901  
 Jackson, WY 83301

For the District  
 Teton County Ambulance Service District  
 150 Courthouse Drive  
 Driggs, ID 83422

Notices shall be deemed given as of the date of personal service or written evidence of the execution of return receipt in the course of transmission through the United States Postal Service.

5. GENERAL PROVISIONS.

- a. This agreement constitutes the complete understanding of the parties. No modifications of any provisions thereof shall be valid unless in writing and signed by both parties.
- b. No waiver of any breach of any condition of the agreement shall be binding unless in writing and signed by the party waiving said breach. No such waiver shall in any way affect any other term or condition of this agreement or constitute a cause or excuse for a repetition of such, or any other breach unless the waiver shall include the same.

- c. This agreement shall become effective commencing January 1, 2010.
- d. If any provision, or any portion thereof contained in this agreement is held unconstitutional, invalid, or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, and shall be affected and shall remain in full force and effect.

COUNTY OF TETON, WYOMING

Hank Phibbs  
 Chairman

ATTEST

Sherry Daigle,  
 Teton County, Wyoming Clerk

DISTRICT  
 TETON COUNTY AMBULANCE  
 SERVICE DISTRICT

Larry Young  
 Chairman  
 12-21-09

ATTEST

Mary Lou Hansen  
 Teton County, Idaho Clerk

Attachment #  
12-14-09  
Ambulance

## AMBULANCE SERVICE AGREEMENT

### SECTION ONE: Obligation of Teton Valley Health Care to Provide Emergency Medical Services and Ambulance Services

1. Teton Valley Health Care (TVHC) agrees to provide Emergency Medical Services (EMS) and ambulance services to the Teton County Ambulance Service District (Ambulance District) on the following terms and conditions:
  - a. TVHC will provide ambulance services through Teton Valley Ambulance (TVA) on a 24/7/365 basis.
  - b. TVA will provide ambulance services to citizens within the boundaries of the Ambulance District (Teton County, Idaho), on the public lands surrounding the Ambulance District, and in the adjoining Wyoming lands on the west side of the Teton, subject to agreement between Teton County, Wyoming Board of County Commissioners and Teton County Ambulance Service District Board of Commissioners. TVHC and TVA agree to comply with all duties, terms and conditions of any agreement between Teton County, Wyoming and Teton County Ambulance Service District. The current agreement between Teton County Wyoming and Teton County Ambulance Service District is attached hereto and incorporated herein.
  - c. **Annual Operating Budget.** The administration of TVHC and the Governing Board of the Ambulance District will prepare an annual budget for the delivery of EMS and ambulance services within the specified service area.
    - (1) TVA will develop an annual capital equipment reinvestment budget to be submitted concurrently with the annual operating budget.
  - d. All consumable medical supplies will be provided by TVHC.
  - e. TVHC will have the sole responsibility for operation of TVA and for establishment of policies and procedures for its ambulance services.

### 2. **Provision of Ambulance Service.**

- a. **Staffing.** TVA will establish and maintain a schedule of qualified emergency medical personnel that are available to operate the ambulance service 24/7/365. These personnel will also provide on-site Emergency Room Technician support to healthcare provider staff at Teton Valley Hospital on a 24/7/365 basis and shall be supervised by the TVHC Director of the Emergency Medical Services Department, who reports to the TVHC Operations Manager (see Attachment A).
  - (1) TVA will provide emergency medical services at a minimum of EMT-Advanced level (Idaho Standards), whenever possible; and the requirements of Idaho Code § 56-1016 shall be met at all times.
  - (2) TVA will provide emergency patient transfer services, including an on-call standby crew, on a 24/7/365 basis. This crew will also be available to support Search and Rescue call-outs and other multi-casualty incidents as needed.

Personnel during transport or transfer--There shall be at least two (2) crew members on each patient transport or transfer, with the crew member delivering patient care being, at a minimum, a licensed emergency medical technician (EMT). Each licensed EMS agency shall have a twenty-four (24) hour dispatch arrangement and shall respond to calls on a twenty-four (24) hour basis.

b. **Vehicles and Equipment.** The vehicles required to provide EMS services outlined in this agreement shall be three (3) ambulances. The Ambulance District shall furnish said ambulances for the use of TVA. The ambulances shall be equipped by the Ambulance District to at least the minimum standard set by the State of Idaho, Department of Health and Welfare, Bureau of Emergency Medical Services. Further, the ambulances shall be equipped to Alaska Standards for cold weather emergencies.

c. **Billing and Collection.** TVHC shall be responsible for billing and collecting fees for all FMS services rendered by TVA.

d. **Regulatory Compliance.** TVHC shall be responsible for ensuring that TVA complies with and provides ambulance services in accordance with all Federal, State, local and any other applicable laws and regulations.

e. **Medical Direction.** TVHC shall provide a licensed, privileged Medical Doctor to serve as Medical Director for TVA.

f. **Insurance.** TVHC medical liability insurance, including HIPAA coverage, extends to TVA and its staff as a department of the hospital.

g. **Employee Benefits.** All FMS staff shall be employees of TVHC and shall receive benefits, as they meet eligibility criteria, consistent with TVHC employment policies and procedures.

### 3. **Special Events and Public Services.**

a. Ambulance services may be requested by special interest groups. The Fee Schedule for such events and services is Attachment B to this Agreement. Fees received through the rendering of such services shall be billed and collected by TVHC and shall be retained by TVHC. Requisite ambulance(s) and EMS crew(s) will be scheduled by the FMS supervisor or his designee.

### 4. **Public Education and Services.**

a. TVA personnel will provide certified instructors and facilitate delivery of both fee-based and non-fee educational programs as follows:

- (1) CPR/First Aid training and certification for community members.
- (2) CPR/AED training and certification to Teton County Sheriffs Department, Teton County Fire Protection District and Teton County Search and Rescue.
- (3) Cardiac emergency training for community members.
- (4) Other public education programs as may become available; i.e., Kid's Camp; CPR Anytime; Car Seat Safety; recreation safety (helmet, safety equipment education); School District 401 vocational education; Pine Basin EMS weekend (high school student EMT's).
- (5) Patient transport from hospital to residence within Teton County, per medical direction.

### 5. **Mutual Aid.**

a. TVA will support the Mutual Aid Agreement between the Ambulance District, the Teton County Fire Protection District, and TVHC. JVA has entered into a Memorandum of Understanding with Teton County Search and Rescue. TVA will also participate in all critical incident response programs, trainings, task forces, and emergency response teams relevant to Teton County. TVA will continue to participate in mutual aid relationships with surrounding counties.

6. Public Relations.

- a. TVA will coordinate EMS Week; participate in elementary and private school presentations; participate in high school and middle school career weeks; maintain a presence at community celebrations.
- b. Grants/Fundraising. In conjunction with TVHC staff, TVA will actively pursue grants and other funding sources that may be appropriate to provide equipment, education, training, and other resources for the benefit of TVA and the Ambulance District.

7. Plans for Future EMS Coverage within Teton County.

- a. Currently, average response time from "En Route" to "On Scene" is eight minutes. This average includes the much longer drive times for responses to Grand Targhee Resort, and meets National Emergency Medical Services Statistical Information Systems standards of eight minutes or less.
- b. Beginning in 2010, TVA plans to add one or two EMT-Paramedics to their staff each year.

Section Two: Obligation of Teton County Ambulance Service District.

1. Ambulances and Equipment.

- a. It shall be the responsibility of the Ambulance District to provide all necessary ambulances and equipment to be utilized by TVA in the provision of emergency medical services.
- b. All ambulances and equipment will be supplied at least at the minimum EMS service level (Advanced or Paramedic) as required by the State of Idaho, Department of Health and Welfare, Bureau of Emergency Medical Services; and as required by the local scope of practices as determined by the Medical Director and/or Director of the Emergency Department at TVHC.

(1) TVHC leadership will provide a capital equipment budget and requisitions to the Ambulance District on an annual basis, or as necessary during interim periods. Providing funds are available, the Governing Board of the Ambulance District shall approve all capital purchases and work in collaboration with TVA personnel to acquire ambulances and equipment necessary to provide the highest quality emergency medical care to patients in the pre-hospital setting.

(2) All ambulances and equipment shall be purchased and owned by the Ambulance District.

2. Ambulance and Equipment Maintenance.

- a. It shall be the responsibility of the Ambulance District to contract for maintenance of all ambulances and equipment and to purchase fuel for the ambulances. Daily operational check-outs and weekly medical supplies and equipment inventory shall be performed by TVA staff.
- b. Insurance. The Ambulance District shall be responsible for obtaining or otherwise providing property, casualty and liability insurance coverage for its ambulances, other vehicles and equipment.
- c. Dispatch Services. TVA will be dispatched through the Teton County Sheriff's Office (TCSO) as part of the county-wide 911 system. The Ambulance District shall contract with the TCSO for dispatch service.
- d. Ambulance/Equipment Housing. The Ambulance District will provide suitable housing for the ambulances and equipment. TVHC will provide adequate space for construction of an enclosed facility for housing the "on duty" ambulance at the hospital. Once it is built, TVHC will purchase

the enclosed facility from the Ambulance District through a five-year payment plan, which shall begin within 12 months after the new facility is placed into service.

c. Contract Payment. The FY 2010 contract fee for ambulance services per the terms of this contract shall be \$371,848.00. Payment shall be made from the Ambulance District to TVHC in twelve (12) equal monthly payments of \$30,987.00. Payments shall be made after the 15th but before the 30th of each month. Payments for subsequent years of this contract shall be determined during the annual budget process described in Section One, Paragraph 1c.

f. Meetings. The Governing Board of the Ambulance District shall meet quarterly with the CEO of TVHC; the Operations Manager of TVHC; the Medical Director of TVA; the Director of the TVHC Emergency Department; and the Supervisor of TVA to assure that the covenants of this agreement are being met. These quarterly meetings shall include a budget reconciliation report prepared by the clerk of the Ambulance District Governing Board and an operating report prepared by TVA.

g. Terms of Agreement. This agreement shall be effective commencing December 14, 2009 and continue for a period of five years unless terminated as provided herein.

h. Termination. This agreement may be terminated upon the mutual agreement of the parties, or as otherwise provided herein.

i. Conditions of Termination.

(1) If based on a material breach by another party, and that party's failure to cure such breach within ten (10) days. Should such failure exist, TVHC shall be obligated for a maximum of one-hundred eighty (180) days, but will be released of all obligations of this agreement at any other date, provided that the Ambulance District has in place an alternate provider for ambulance service in order to fulfill their commitment to the community.

(2) If based upon a determination, made in good faith, that the ambulance services described herein cannot be provided in an economically viable manner after the best efforts by all parties to provide an appropriate means to fund the ambulance services. One-hundred eighty (180) day notification is required for this cause.

(3) If based on a determination that any material provision of this Agreement violates applicable law or regulations and in such case that such violation is not cured, termination would be immediate. Should TVA become decertified by the State of Idaho, Department of Health and Welfare, this agreement would terminate immediately. TVHC will assist the Ambulance District in all ways possible in securing ambulance service to fulfill their commitment to the community.

j. Without Cause. This agreement may be terminated without cause by providing written notice to the other party one-hundred eighty (180) days in advance of the termination.

k. Notices. Unless otherwise specifically provided, any and all notices required or permitted under this agreement shall be in writing and shall be deemed delivered upon personal delivery or three (3) days after mailing thereof when properly addressed and deposited in the United States Mail, first class, postage paid. Notices shall be properly addressed if addressed to the parties as follows:

If to TVHC:

CEO, Teton Valley Health Care  
120 E. Howard Ave.  
Driggs, Idaho 83422





**TETON VALLEY  
HEALTH CARE**

*Your Healthcare. Elevated*  
126 East Howard Avenue, Driggs, Idaho 83422  
208-354-2383 www.tvhcare.org

**Teton Valley Health Care  
Q1 FY 2013 YTD Financial Report Summary**

**Summary Net Patient Revenue, Excess of Revenue over Expenses & YTD Statistics vs. PFY QTD**

	FY2013 YTD / Sept 12 - Dec 12			
	Q1 - 2013	Q1 - 2012	Variance	% Change
Net Patient Revenue	\$3,242,747	\$3,183,278	\$59,469	1.8%
Excess Revenue over Expense	\$23,120	\$549,810	(\$526,690)	-2278.1%
Total Surgeries	90	87	3	3.3%
Total Clinic Visits	4,403	4,016	387	8.8%
Total ER Visits	359	389	-30	-8.4%
Ambulance Runs	103	173	-70	-68.0%
Payer Mix Based on Revenue:				
Medicare	31%	32%	-1%	-3.2%
Medicaid	9%	9%	0%	0.0%
Blue Cross/Blue Shield	28%	28%	0%	0.0%
Other Commercial	25%	26%	-1%	-4.0%
Self Pay	6%	6%	0%	0.0%
Days Cash at the end of the QTR	91.02	80.11	10.91	12.0%
Net Revenue Days in Accts. Rec.	62	64	-2	-3.2%
Full Time Eqiv. Paid Employees	105.3	105.7	-0.4	-0.4%

The most significant contributor to the change in Revenue over Expense was the elimination of the tax levy revenue year-over-year. The remaining amount of cash collected from the 2012 levy is shown on the balance sheet as restricted cash.

**Patient Revenue:**

Patient revenue increased 1.8% QTD year-over-year due in part to the improved coding acumen and level of supporting documentation related to corresponding charges. While Clinic and In-Patient revenue experienced a decrease there was a 12.5% increase in Out-Patient revenue. The payor mix remains relatively unchanged for the period in review.

**Total Deductions:**

Total deductions which include Contractual Adjustments, Charity Care and Bad Debt is down 3% due to \$141K reduction in Bad Debt write off.

**Salaries:**

TVH employed an average of 105.3 full time equivalents (FTE's) paid employees Q1 2013 in line with the same period prior year. Employees received bonuses in December of approximately 2%.

**Benefits:**

Employee health claims experience in FY2012 resulted in an increase in group insurance expense for FY2013. For the Q1 FY2013 an average of 64 employees were covered on the health plan representing an average expense of \$2,252 per employee per month.

**Contracted Services:**

Contracted services include consulting fees made to Truman Esmond as interim CFO. Mr. Esmond ended his service on January 24, 2013. Traci Prenot has been hired as a full-time employee as CFO effective December 2012. As such there was a one month overlap period for knowledge transfer.

**Maintenance & Repairs:**

Mammography and two lab machines came off warranty coverage in Q1 FY2013 requiring the purchase of maintenance agreements.

**Other Expense:**

Legal fees related to conversion activities and fees paid to an outside marketing group in support of Health Focus 2015 Initiatives and brand awareness training.

**Capital Contributions from the Foundation:**

No funds were donated to TVHC from the Foundation during Q1 FY2013. The capital expenditure list is currently under prioritization. Of particular priority is the renovation of the x-ray room and purchase of a x-ray machine.

**Comments related to the December 31, 2012 Balance Sheet**

**Current Assets:**

Cash and Cash Equivalents are down \$354K or 12.6% directly relating to the increase in Patient Receivables of \$440K or 19.5% for the same period. Turn-over in medical coding staff and delay in claim submission created a billing lapse which increased receivables and decreased cash flow. A recovery in cash position began in December and continued into January.

**Estimated Third-Party Payor Settlements :**

At the time of last report, no Estimated Third-Party Payor Settlements were reported. Since that time the 2011 Medicare Desk Audit was initiated, the 2012 Medicare Cost Report has been finalized along with the 2010/2011 Medicaid Cost Report. The \$311,711 presents a net receivable from Medicare and a net payable to due Medicaid. In addition, approximately \$74K is due from the Idaho Department of Health and Welfare relative to the Hospital Inpatient and Outpatient Upper Payment Limit (UPL) Calculation for the 7/1/11 to 6/30/12 period.

**Prepaid Expenses:**

TVHC has elected to prepay several expenses including software maintenance agreements and capital equipment service agreements to maximize vendor discounts and reduce administrative fees.

**Long-Term Debt less Current Maturities:**

The amount shown is the long-term portion of the remaining liability for the 2002 bonds (\$510,494) net of unamortized deferred revenue and interest related to the defeased series 1996 bonds and the issuance of the series 2002 bonds. Actions are in place to dissolve bonds in calendar year 2013.

**Net Pension Obligation:**

The amount shown has not changed as the liability reported in January of 2012 as recommended by external auditors.

**Teton Valley Health Care**  
**STATEMENT OF REVENUES & EXPENSES**  
**QUARTER 1**  
**FISCAL YEAR 2013**

	Q1 2013 Actual	Q1 2012 Actual	Q1 Variance	Q1 2013 Budget	Q1 Budget Variance
<b>Patient Revenue:</b>					
Clinic Revenue	864,128	925,125	(60,997)	942,972	(78,844)
In-Patient Revenue	326,188	559,762	(233,574)	499,482	(173,294)
Out-Patient Revenue	<u>3,092,586</u>	<u>2,705,389</u>	<u>387,197</u>	<u>3,091,872</u>	<u>714</u>
<b>Gross Patient Revenue</b>	<b>4,282,902</b>	<b>4,190,276</b>	<b>92,626</b>	<b>4,534,326</b>	<b>(251,424)</b>
<b>Deductions from Revenue:</b>					
Contractual Allowances	797,567	633,676	(163,891)	812,628	15,061
Charity Care	16,003	6,004	(9,999)	62,499	46,496
Bad Debt	<u>226,585</u>	<u>367,318</u>	<u>140,733</u>	<u>272,061</u>	<u>45,476</u>
<b>Total Deductions from Revenue</b>	<b>1,040,155</b>	<b>1,006,998</b>	<b>(33,157)</b>	<b>1,147,188</b>	<b>107,033</b>
<b>Net Patient Revenue</b>	<b>3,242,747</b>	<b>3,183,278</b>	<b>59,469</b>	<b>3,387,138</b>	<b>(144,391)</b>
Other Revenue	11,549	11,136	413	8,661	2,888
Teton County Ambulance District contract	<u>111,327</u>	<u>112,596</u>	<u>(1,269)</u>	<u>111,324</u>	<u>3</u>
	<u>122,876</u>	<u>123,732</u>	<u>(856)</u>	<u>119,985</u>	<u>2,891</u>
<b>Total Net Revenue</b>	<b>3,365,623</b>	<b>3,307,010</b>	<b>58,613</b>	<b>3,507,123</b>	<b>(141,500)</b>
<b>Operating Expenses</b>					
Salaries	1,677,316	1,597,613	(79,703)	1,709,004	31,688
Benefits	317,525	295,947	(21,578)	424,518	106,993
Supplies/Minor Equipment	437,696	388,973	(48,723)	426,426	(11,270)
Contracted Services	291,595	237,871	(53,724)	289,236	(2,359)
Physician Services	124,912	147,395	22,483	160,314	35,402
Utilities & Telephone	34,525	31,541	(2,984)	47,013	12,488
Maintenance & Repairs	56,460	41,959	(14,501)	76,401	19,941
Insurance	28,023	28,683	560	27,501	(522)
Depreciation & Amortization	140,239	158,730	18,491	165,873	25,634
Other Expense	<u>238,185</u>	<u>162,624</u>	<u>(75,561)</u>	<u>166,755</u>	<u>(71,430)</u>
<b>Total Expenses</b>	<b>3,346,476</b>	<b>3,091,236</b>	<b>(255,240)</b>	<b>3,493,041</b>	<b>146,565</b>
<b>Operating Income</b>	<b>19,147</b>	<b>215,774</b>	<b>(196,627)</b>	<b>14,082</b>	<b>5,065</b>
<b>Non Operating Revenue &amp; Expense</b>					
Interest income	94	353	(259)	876	(782)
Interest Expense	(11,919)	(14,385)	2,466	(12,195)	276
Grants	6,907	4,115	2,792	62,502	(55,595)
Teton County Tax Levy	8,891	249,999	(241,108)	0	8,891
License HH	0	0	0	0	0
Gain (loss) disposal of capital assets	<u>0</u>	<u>6,233</u>	<u>(6,233)</u>	<u>0</u>	<u>0</u>
<b>Total Non Operating Income</b>	<b>3,973</b>	<b>246,315</b>	<b>(242,342)</b>	<b>51,183</b>	<b>(47,210)</b>
<b>Excess of Revenue over Expenses</b>	<b><u>23,120</u></b>	<b><u>462,089</u></b>	<b><u>(438,969)</u></b>	<b><u>65,265</u></b>	<b><u>(42,145)</u></b>
Capital Grants	0	0	0	0	0
Capital contributions from Foundation	<u>0</u>	<u>87,721</u>	<u>(87,721)</u>	<u>24,999</u>	<u>(24,999)</u>
	<u>23,120</u>	<u>549,810</u>	<u>(526,690)</u>	<u>90,264</u>	<u>(67,144)</u>
Excess Revenue over Expense Margin	0.7%	14.0%		1.9%	
Change in Net Asset Margin	0.7%	16.6%		2.6%	

**TETON VALLEY HEALTH CARE  
COMPARATIVE BALANCE SHEET  
FY 2013**

<b>ASSETS</b>	<b>Dec 2012</b>	<b>Sept 2012</b>	<b>Variance</b>
<b>Current Assets</b>			
Cash, Cash Equivalents and Bond Fund	\$ 2,807,542	\$ 3,161,564	\$ (354,022)
Restricted Cash	864,753	842,894	21,859
<b>Receivables</b>			
Patient Receivables, Net of Estimated Reserves	2,257,359	1,817,203	440,156
Estimated Third-Party Payor Settlements	311,771	215,000	96,771
Other/Tax Levy	93,383	208,761	(115,378)
Capital Tax Levy	109,793	131,652	(21,859)
Supplies Inventory	483,704	529,883	(46,179)
Prepaid Expenses	161,389	83,357	78,032
<b>Total Current Assets</b>	<u>7,089,694</u>	<u>6,990,314</u>	<u>99,380</u>
<b>Noncurrent Assets</b>			
Capital Contribution	2,232	14,626	(12,394)
Deferred Financing Costs	15,712	16,835	(1,123)
Capital Assets, Net	2,682,393	2,821,510	(139,117)
<b>Total Noncurrent Assets</b>	<u>2,700,337</u>	<u>2,852,971</u>	<u>(152,634)</u>
<b>Total Assets</b>	<u>\$ 9,790,031</u>	<u>\$ 9,843,285</u>	<u>\$ (53,254)</u>

**LIABILITIES AND NET ASSETS**

<b>Current Liabilities</b>			
Accounts Payable & Accrued Expenses	\$ 231,152	\$ 342,505	\$ (111,353)
Accrued Salaries & Benefits	843,016	819,957	23,059
Accrued Interest Payable	19,669	9,655	10,014
Estimated Third-Party Payor Settlements	0	0	0
Deferred Tax Levy Revenue	0	0	0
Current Maturities Bond	152,092	152,092	-
Current Maturities of Capital Lease Obligations	11,555	11,555	-
<b>Total current Liabilities</b>	<u>1,257,485</u>	<u>1,335,765</u>	<u>(78,280)</u>
<b>Noncurrent Liabilities</b>			
Long-term Debt Less Current Maturities.	485,643	483,737	1,906
Capital Lease Obligations Less Current Maturities	50,385	50,385	-
Net Pension Obligation	140,765	140,765	-
<b>Total Noncurrent Liabilities</b>	<u>676,793</u>	<u>674,887</u>	<u>1,906</u>
<b>Net assets</b>			
Invested in capital assets, net of related debt	1,984,040	2,130,923	(146,883)
Restricted for capital acquisition	976,778	989,173	-
Unrestricted	4,894,935	4,712,537	182,398
<b>Total Net Assets</b>	<u>7,855,753</u>	<u>7,832,633</u>	<u>23,120</u>
<b>Total Liabilities and Net Assets</b>	<u>\$ 9,790,031</u>	<u>\$ 9,843,285</u>	<u>\$ (53,254)</u>

Current Ratio:

5.6

5.2

## TVHC

## Statement of Cash Flows-Dec 2012 YTD

<b>Change in Net Assets</b>			\$ 23,120
<b>Cash flows from Operating Activities:</b>			
<b>Add (deduct) to reconcile net income to net cash flow:</b>			
Depreciation & Amortization	\$	140,239	
Changes in Accounts Receivable		(421,549)	
Changes in Capital Levy Receivable		21,859	
Changes in Inventory		46,179	
Changes in Prepaid Expenses		(78,032)	
Changes in Accounts Payable & Accrued Expenses		(111,353)	
Changes in Accrued Salaries & Benefits		23,059	
Changes in Interest Payable		10,014	
Changes in Third-Party Payor Liability		-	
Changes in Deferred Tax Levy		-	
Changes in Current Debt		-	
Net cash inflow from Operating Activities			<u>(369,584)</u>
<b>Cash flow from Capital &amp; Investing Activities:</b>			
Capital Expenditures		(1,122)	
Change in Capital Contributions from Foundation		12,394	
Deferred financing costs		1,123	
Net cash outflow from Investing Activities			<u>12,395</u>
<b>Cash flow from Financing Activities</b>			
Principal paid on long-term debt		1,906	
Capital lease obligations paid		-	
Net cash outflow from Financing Activities			<u>1,906</u>
<b>Net Increase (decrease) in cash during period</b>			<u>\$ (332,163)</u>
Cash Balance start of period (unrestricted and restricted)	9/30/2012	\$	4,004,458
Cash Balance end of period (unrestricted and restricted)	12/31/2012		3,672,295
<b>Net Increase (decrease) in cash during period</b>			<u>\$ (332,163)</u> (0)



# Teton County

## Emergency Management & Mosquito Abatement

Department Report 1/9-2/8/2013

Greg Adams, Coordinator/Director

### **Teton Creek Grant Project Update**

The contractor RFQ has been released and we are waiting for all of the responses to begin the evaluation process. The total amount spent on the project to date, (including our personnel time match) is \$37,258.54, and we are 13% done with the project and 22% done with our match obligations.

### **Projects Accomplished**

The applications for the Emergency Management Institute class in August have all been submitted. We should hear back on if we were all accepted or not within 4 weeks.

The Government Emergency Telecommunications Service (GETS) cards for the BOCC members have arrived. These can be used to have emergency telephone landline service, when all circuits are busy. There is no charge for having the cards, but if utilized the cost is up to .10 per minute.

The County Resource inventory project is done and available for everyone. If you would like a copy let me know. It has all deployable, publicly owned assets that cost more than 5,000 and would be used for at least 5 years. The list includes pictures of the assets, the locations, and the points of contact, along with detailed information on the capacities and capabilities of the items. Our neighboring regional Counties should be finishing theirs soon, and get them to us.

### **Future Projects**

The Idaho Department of Water Resources is working on a project to map the alluvial fans in the Teton watershed. This data can be used to help us have a better understanding of our watershed and apply for additional grants for flood mitigation projects. The project will be done by the end of October. They have promised me that they will be sending us more detailed information in the immediate future.

### **Future Appointments**

2/12	EOC/ICS Interface class in Rigby
2/24-28	AMCA meeting
3/5	Teton County Radio/LEPC meeting 2:30-5



WK: 208-354-0245  
CELL: 208-313-0245

Teton County Engineer  
MEMO

150 Courthouse Drive  
Driggs, ID 83422

February 7, 2013

TO: Board of County Commissioners  
FROM: Jay T. Mazalewski, PE  
SUBJECT: Public Works Update

The following items are for your review and discussion at the January 28, 2013 meeting.

SOLID WASTE

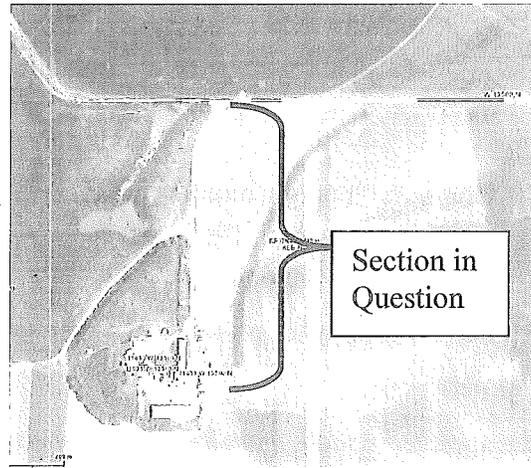
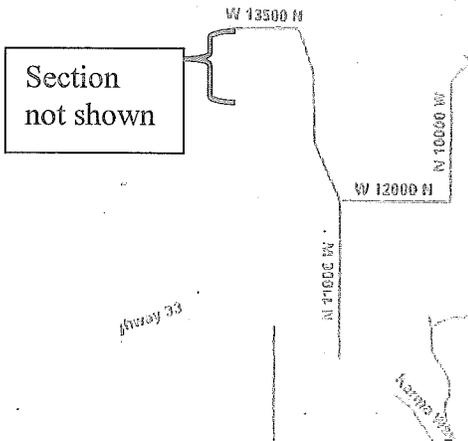
*Please see the attached update from the SW Supervisor*

1. Landfill Cap Engineering Services: I met and reviewed with Forsgren Engineering the proposed contract for the Cap Services. I should be getting a revised contract Friday (2/8) and will review and advise the board on Monday regarding the status.
2. Monitoring Wells: Attached is a proposal from Rocky Mountain Environmental to review/amend our existing MW Plan, respond to DEQ's 12/25/12 letter, and design/permit/bid the construction of 1-3 additional monitoring wells (depending on DEQ). This is a time & materials contract with price ranges not to exceed. I recommend we enter into this contract as this may reduce the number of monitoring wells needed which will reduce the long term well testing costs. We have to test each well quarterly; therefore every additional well will add to the testing cost. We will soon move to testing each well twice per year for a minimum of the next 30 years. This will come from the Capital Landfill Cap budget item 23-0-808-1.

ROAD & BRIDGE

1. The R&B was busy plowing last week during the storm event.
2. Bids for Gravel Stabilization/Dust Abatement will be released later this month. Based on last year's pricing we expect to apply 119,000 gallons of product on 26 miles of roads. The final road mileage and gallons will depend on the bids we receive.
3. Bids for gravel & chip crushing will be released later this month.
4. Bingham County has let bids for Road Oil that will be opened on 2/11/13. Our plan is to piggyback off of those bids for our 2013 Chip Seal Projects.
5. I should have an updated Highway & Street Design Guidelines for your approval at the next meeting.
6. Fox Creek/5000S Commuter Lot: Attached is a grant request for ITD funding to construct a gravel parking lot at 5000S and the frontage road.
7. I am scheduled to meet with the Fire District Commissioner on 2/26/2013 to review the road sign study and find funding source to solve the issue.

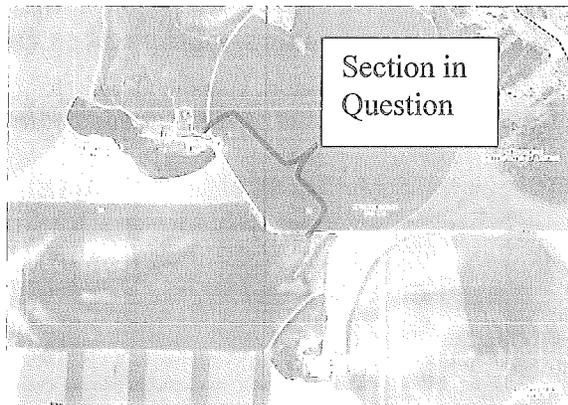
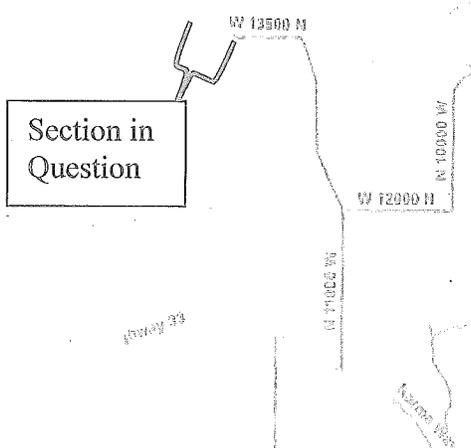
8. W13500N Plowing: The section of road/driveway in question has been included on the ITD Pay Map. The section of road/driveway is not on the Teton County Roads & Rights of Way Map. This section has been plowed by the county in the past.



I could not find any mention of a plowing agreement, road exchange, road vacation, or road adopting in the any of the BoCC meeting minutes (multiple road names were researched). This section of road/driveway was not included in the 2006 Road Hearings and was not on the 2006 version of the Roads & Rights of Way Map.

I met with the Brown's on 2/5 regarding this road section. They stated that this section of road has been plowed for many years by the County and would like it continue to be plowed by the county. Currently, no school aged children use this section of road to get to school. They offered to dedicate a right-of-way to the county for this section of road.

Additionally the Brown's would like the following section of road added to the County Roads & Rights Map and have intermittent plowing during the winter months. This is a different situation from the section above, as the county has not plowed this road for several years and it has not been on the ITD Pay Map for several years. I informed the Brown's that will need to apply for a Road Addition (form available on the website) and also apply/qualify for snow plowing under our snow plowing criteria.



9. W3000N Badger Cr. Bridge: I am working with the consultants and manufacturers to finalize the design. We are trying to determine which is more cost effective, a steel bridge or a precast concrete bridge.

PUBLIC WORKS:

1. Edgewood Estates BLM Access: I have been in contact the HOA president and am trying to set up a meeting for Monday 2/25 @2:30 or Thursday 3/14 after 1 pm. Additionally, I am working with the SVTP organization to identify alternate access locations to the BLM land which would connect to the existing trail system.
2. Teton Creek Construction RFQ: The RFQ to pre-qualify contractors closed on 2/8/13. The contractor ranking should be available at the meeting. If not, I will have them for you at the next BoCC meeting.
3. Law Enforcement Center:
  - a. Tom & I will present the antenna location and design to the City of Driggs P&Z Weds evening. We have applied for a code amendment to exempt critical service facilities from the city height requirement. The code amendment application fee is \$1,250, we will be applying for a waiver of the fee.
  - b. We are meeting with our IT and the IT consultant after the meeting to review our requirements. There is a full design team meeting all of Friday afternoon to finalize the design.
  - c. I looked at other alternatives for the waterline and splitting the installation cost with the City of Driggs appears to be the most cost efficient and expedient way to get this built. By teaming with the city for this upgrade/repair we will bypass many design/permitting issues and costs.
  - d. Arden Smith (Ormond Construction) & Paul Jensen (JHS Architects) will attend this BoCC meeting.



February 6, 2013

RMEA # 12-0094

Mr. Jay Mazalewski, County Engineer  
Teton County  
150 Courthouse Drive  
Driggs, Idaho 83422

Re: Proposal for Consulting Services, Teton County Landfill

Dear Jay:

Rocky Mountain Environmental Associates (RMEA) appreciates the opportunity to provide you with this proposal for consulting services related to the county landfill. As per our recent discussions, the proposal includes four separate tasks, including: 1) respond to the IDEQ's letter of December 26, 2012; 2) well design, permitting and administrative support associated with the installation of an additional well/s; 3) provide on-site geologic logging and drilling-contractor supervision; and 4) prepare an addendum to current groundwater monitoring plan based on the comprehensive review of existing landfill information and references. Each of these tasks is discussed below.

**Task 1. Response to IDEQ Letter of December 26, 2012**

IDEQ's letter is primarily focused on the existing monitoring well network at the site, and the perception of deficiencies in the placement and depths of the wells due to spatial and temporal variations in groundwater flow patterns. Based on our cursory evaluation of the existing information on the wells and groundwater level measurements, and our knowledge of the hydrogeology of the alluvial fan systems in Teton Valley, we disagree with some of the IDEQ's conclusions and recommendations, including the need for a minimum of three additional wells. In order to properly respond to their concerns and suggest an alternative approach, we recommend a thorough and comprehensive review of all existing historical landfill data related to the wells and local hydrogeology. This review should include published and unpublished geologic and hydrogeologic references for the site area, as well as all previous landfill-related hydrogeologic reports, water level measurements, geologic and well completion logs of both the installed monitoring wells at the site and driller's logs of water supply wells in the immediate vicinity, and any correspondence regarding the same. This will likely require a Public Records Request to the IDEQ and a review of their files, as well as a review of documents maintained by Teton County. A series of groundwater flow maps will then be constructed to depict the history of seasonal groundwater flow patterns at the site. A comprehensive table of all groundwater level data will also be compiled. The maps and data will be used to assist with a presentation to IDEQ and Teton County, as suggested in the IDEQ letter. The goal of this task is to resolve the question of the appropriate location and number of additional well/s with IDEQ.

Anticipated costs for Task 1 are in the range of \$3,000 - \$5,000, depending upon the quantity of documentation and reference materials to be reviewed and summarized.

## Task 2. Well Design, Permitting and Administrative Support for Monitoring Well Installation

It is likely that at least one additional well will be required by the IDEQ. Information obtained from the review of the existing hydrogeologic information for the site will be utilized to develop an appropriate design for the well/s. RMEA will prepare the required well design drawings, which will be stamped by an Idaho Registered Professional Geologist, and will complete and submit to the Idaho Dept. of Water Resources the necessary permit applications and fees, and well location map. We will also prepare a well specification for the well or wells to be drilled, and will submit that information to qualified well drillers for bid. We will assist the county in reviewing the bids and selecting an appropriate drilling contractor. Costs for Task 2 are anticipated to total approximately \$1,000 - \$1,500.

## Task 3. Geologic Logging and On-site Supervision of well contractor during Drilling and Monitoring Well Installation

RMEA will provide an experienced geologist to be present on-site to log geologic conditions encountered during drilling. The geologist will also supervise the drilling process, and will work with the driller to resolve any issues involving difficult drilling conditions, and appropriate well construction. A log of the geologic materials encountered in the subsurface and final well construction will be prepared and submitted to the county. Costs for this task are difficult to estimate due to the unknown number of wells which IDEQ will require, and the time necessary to complete the drilling and well installation, but a range of \$2,000 - \$5,000 is anticipated.

## Task 4. Prepare Addendum to current Groundwater Monitoring Plan

Based on the comprehensive review of available information on the landfill completed as part of Task 1, and the completion of the additional well/s, RMEA will write an Addendum to the current Groundwater Monitoring Plan. The Addendum will include a summary of the findings, conclusions, and recommendations developed from Task 1. The Addendum will also include an updated well location map, and will outline procedures for the inclusion of the additional well/s in the groundwater monitoring program. A cost range of \$1,500 - \$2,000 is anticipated for this task.

### Unit Costs for Consulting Services

Authorized tasks will be performed on a time-and-materials basis using the unit rates listed below. We will not exceed the upper end of the cost ranges provided above without specific authorization from the county.

Senior Registered Professional Geologist	\$95/hr.
Senior Hydrologist/Groundwater Modeler	\$85/hr.
Staff Level Geologist or Environmental Scientist	\$75/hr.
Vehicle Mileage	\$0.75/mile
Subcontracted Services and fees	cost plus 10%

We greatly appreciate the opportunity to be of continued assistance to Teton County on the landfill project, and very much hope to work with you on these tasks going forward. If you have any questions regarding the proposed scope of work or cost estimates discussed herein, please don't hesitate to contact us at (208) 524-2353.

Sincerely,



John B. Rice, Jr., PG  
President

### Grant Application Proposal

Please complete and return this form to the Commissioner's office.

Department or Board applying for Grant: Engineering and Public Works  
 Contact Person: Jay Mazalewski Intended Project Manager: Jay Mazalewski  
 Grant Title: Fox Creek Park & Ride Facility  
 Granting Agency: Idaho Department of Transportation  
 Date of Award Decision: 2013  
 Grant Timeline: Grant Due: 2/22/13, Funding Allocated May 2013  
 Dollar Amount of Grant Request: \$25,000-\$30,000

Teton County obligations if grant is awarded (match, continuing maintenance, reporting schedule):  
Teton County will be required to match 8% of the given funding.  
\$2000-\$2400, this can be a time and or material match

Other contingencies of grant: None.

Other agencies involved in the grant and their obligations: None.

Brief written overview of grant: The grant is to fund the construction of a  
park and ride facility located off of State Highway 33 on county  
road 5000S. The facility will allow for commuters to centralize at  
the facility and disperse via bus, bike, or car-pooling.

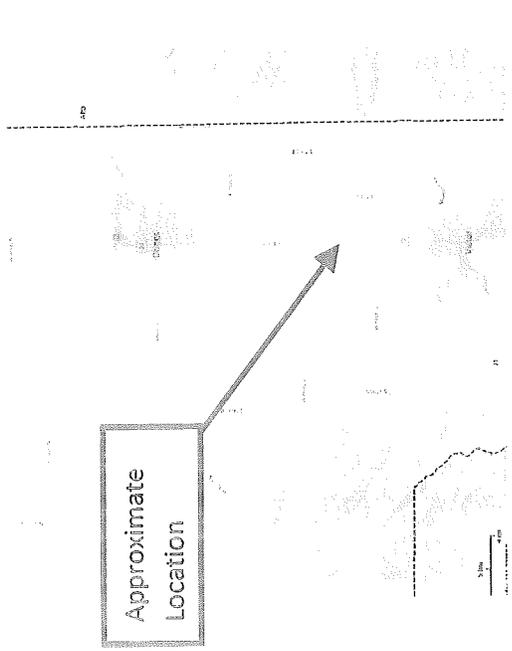
Benefit of grant to citizens Teton County: Will increase the amount of people who  
car pool and give citizens a place to centralize and park. START,  
TRPTA, and the Targhee Shuttle are interested in using this a bus stop

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Contact Person Listed Above)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Responsible Elected Official or Department Head)

Board of Commissioners Decision:  Approved (Applicant may prepare a grant application on behalf of Teton County.  
 The completed application must be submitted to the Board for review and signature.)  
 Denied

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Commissioner)



VICINITY MAP

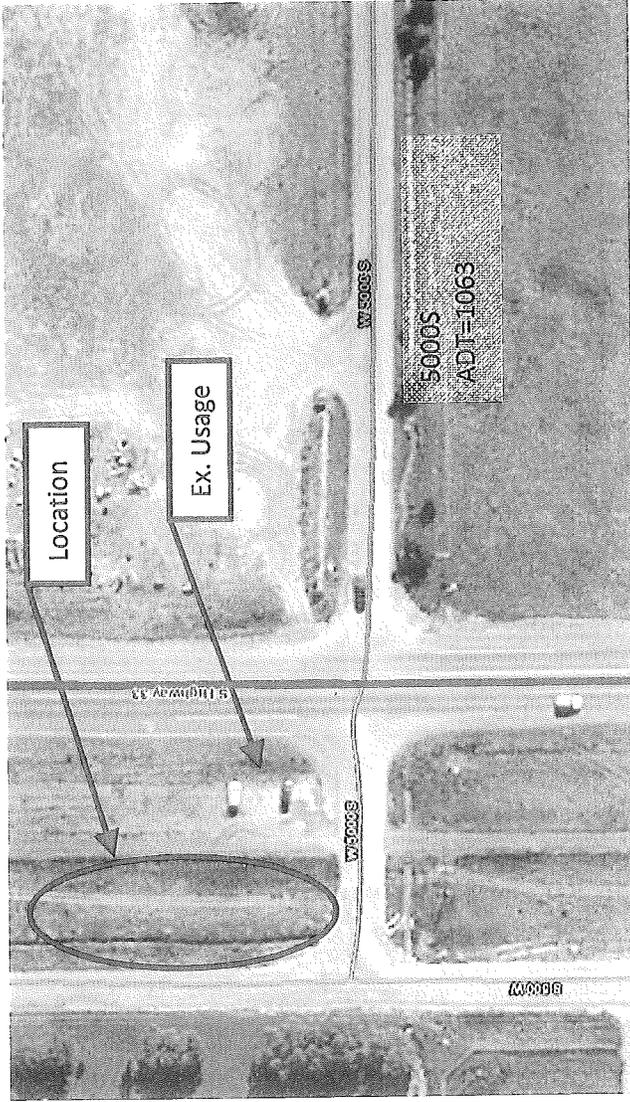
ITD GRANT APPLICATION  
 For  
Park n Ride Facility

Location: 5000S and 500W

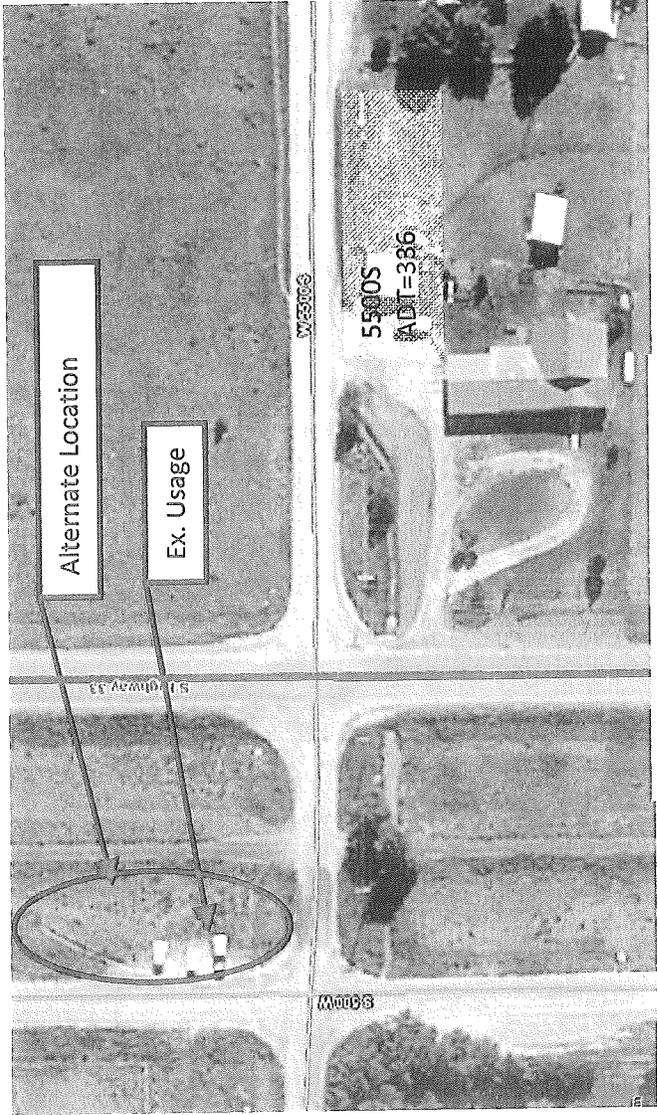
Use: Gravel parking lot for rideshare, trail access and bus stops.

Design: Approximately 20 car gravel lot with bike rack, sign kiosk. Large boulders and earthen berms with mark the lot. A bus pullout will be built along the frontage road.

Cost: \$25,000-\$30,000. Could be built in conjunction with the 5000S rebuild.



5000S Park n Ride Location



5500S Park n Ride Location



WK: 208-354-3443  
CELL: 208-534-8710  
[svarela@co.teton.id.us](mailto:svarela@co.teton.id.us)  
Feb 7, 2013

**Teton County**  
**Solid Waste & Recycling**  
**Memo**

Scale House: 1088 Cemetery Rd.  
150 Courthouse Dr.  
Driggs, ID 83422

TO: Board of County Commissioners

Subject: Solid Waste & Recycling update for your review and discussion at the Feb 11, 2013 meeting.

1. Nathan Taylor from Eastern Idaho Public Health District conducted a follow-up inspection of the Transfer Station as well as the Non Municipal Solid Waste Site on January 29, 2013 and he was satisfied with the way we had corrected previous issues with the Random Load Inspections records. Please see attached letter.
2. Nathan Taylor from Eastern Idaho Public Health District has approved the revised Teton County Transfer Station Operation Plan dated January 28, 2013. Please see attached letter.
3. Jay and I encourage the staff to come up with ideas as to how we could improve the transfer station operations. Jessica thought there could be a possibility of the Transfer Station saving money by changing our printing system of receipts for the public, which is around 75% of her ink and paper usage. I asked her to research what options we had that could work with our scale software and ask for quotes. She called Sean from Total Scales, who worked with us in the past on getting the new scale software adjusted for our operation, and he recommended going with a thermal receipt printer. We had a miscommunication between our office and Total Scales and he came out and installed the printer before getting us a price and before it was approved. We used the thermal printer for a month and did calculations on how much it would save us over time. The initial cost (\$1,140) is more than we had hoped for, but this will save the transfer station a significant amount of money over time. I did get a hold Sean and spoke to him about us never receiving a price for the purchase and installation price of the printer. He agreed that we should have had pricing sent to us before the installation was done and he has no problem removing the printer if this does not get approved. See attached invoice and cost/savings analyses. I recommended we purchase the thermal printer as it will mean a long term savings for the county.
4. We have accumulated enough snow on the cap that we could start plowing it and minimize the damage to the cap. Bob has been working on getting estimates from all interested local

excavation companies. We have also priced out the rental of a skid steer with the option of having a snow plow attachment. I may have prices at the Feb 11<sup>th</sup> meeting.

5. I have attached a graph showing the tonnages that have been received and diverted from January of 2009 to December of 2013. These graphs show the waste trends and diversion trends over time. It should be noted our peak diversion in 2009 is the same as our peak diversion in 2012, but we had less overall tonnage in 2012, meaning our diversion rate has increased.
6. Someone slid off the road and ran into a part of the new fence for the landfill. This did not cause a lot of damage. It knocked one post down and made another post lean over. There were no broke wires. I checked with Sheriff's dispatch and they didn't have any record of an accident at that location. This will need to be repaired this spring when we start our next phase of fencing.
7. On January 11, 2013 we sent out our first mixed paper load through Rocky Mountain Recycling. The load was a total of 21.57 tons. It took us around three and half hours to load it so we are still trying to improve our loading time for the mixed paper.
8. On January 31, 2013 we sent out a load of cardboard through Rocky Mountain Recycling. That load was a total of 23.53 tons. We are expecting another load of cardboard to leave here shortly.
9. Attached you will find a Tipping Fee Waiver letter from Driggs Darby Cemetery. I have attached my letter with my recommendation and a copy of the Government Clean up Policy that they could be eligible for.



ENVIRONMENTAL HEALTH DIVISION

254 E Street • Idaho Falls, ID 83402

208.523.5382 • fax 528.0857

www.idaho.gov/phd7

Promoting the Health of People & Their Environment

January 31, 2013

Teton County Commissioners  
150 Courthouse Dr.  
Driggs, ID. 83422

Re: Follow-up Inspections of Teton County Non Municipal Solid Waste Site and Transfer Station

Dear Commissioners:

A follow-up inspection of the Teton County Transfer Station as well as the NMSW Landfill was conducted on January 29, 2013. Random load checks, as described on page 17 of the approved operating plan, have been resumed and are being conducted and documented as required. Thank you for your efforts.

If you have questions or concerns about these two facilities, please call me at 533-3128.

Sincerely,

Nathan Taylor, REHS  
Environmental Health Supervisor

Co: Kellye Eager, Environmental Health Director  
Christy Swenson, DEQ Remediation Scientist



ENVIRONMENTAL HEALTH DIVISION  
1250 Hollipark Dr • Idaho Falls, ID 83401  
208.523.5382 • fax 528.0857  
www.idaho.gov/phd7

Promoting the Health of People & Their Environment

February 4, 2013

Teton County Commissioners  
150 Courthouse Drive  
Driggs, Idaho 83422

Re: Teton County Transfer Station Operation Plan

I have reviewed the Teton County Transfer Station Operation Plan revision dated January 28, 2013. This operation plan appears to meet the requirements of IDAPA 58.01.06 and is hereby approved. Thank you for keeping your operation plan current. If you have any questions or comments, please contact me at 533-3128.

Sincerely,

A handwritten signature in black ink, appearing to read 'N. Taylor', is written over a horizontal line.

Nathan Taylor, REHS  
Environmental Health Supervisor

Cc: Kellye Eager, Environmental Health Director  
Jay Mazalewski, Teton County Commissioners  
Christy Swenson, DEQ Remediation Scientist



TOTAL SCALE SERVICE, INC.  
 P.O. BOX 5156  
 BOISE, ID 83705

**Invoice**  
 Invoice Number:  
 116806

Invoice Date:  
 Jan 10, 2013

Voice: 208-344-8644  
 Fax: 208-344-1833

**Sold To:**  
 TETON COUNTY LANDFILL  
 150 COURTHOUSE DRIVE  
 DRIGGS, ID 83422

**Ship To**  
 TETON COUNTY LANDFILL  
 1088 CEMETERY RD  
 DRIGGS, ID 83422

Customer ID	Customer PO	Payment Terms	
TET005		Net 30 Days	
Sales Rep	Shipping Method	Invoice Date	Due Date
	UPS GROUND		2/9/13

Quantity	Item	Description	Unit Price	Extension	revi
1.00		Installation of USB printer.			
		Reformatted printer			
3.00	4030	Service Labor	125.00	375.00	
1.00	4040	MILEAGE & TRAVEL	385.00	385.00	
1.00	4040	Per Diem	85.00	85.00	
1.00	4011	Star TSP 100 printer	295.00	295.00	

Remit To: Total Scale Service, Inc.  
 P.O. Box 5156  
 Boise, ID 83705

\*1.5% per month finance charge on unpaid balance after 30 days  
 \*\*19% Annual percentage rate  
 \*\*\*Effective 05/01/03

Subtotal	1,140.00
Sales Tax	
Freight	
Total Invoice Amount	1,140.00
Payment/Credit Applied	
<b>TOTAL</b>	<b>\$1,140.00</b>



TETON COUNTY, IDAHO  
 Solid Waste  
 1088 Cemetery RD  
 Driggs, ID 83422

Project: Printing Cost  
 Subject: Life Cycle Comparison  
 Designer: JJ  
 Date: 2/1/2013

2011 Printer Costs as related to Receipt Printing

Item	Monthly Cost	Service Life (yrs)	Capital Cost	Notes
Inkjet Printer/3 yrs	\$ -	3	\$ 320.00	
ink- 1 cartridge/month*	\$ 47.25			
Paper- 3 reems/month*	\$ 21.38			*Assume 75% of ink and paper are used for receipts other 25% fund SW Super Office & Crew Bldg
Annual Cost	\$ 823.50			
3-yr Life Cycle	\$ 2,790.50			

Estimated Thermal Paper Printer Cost

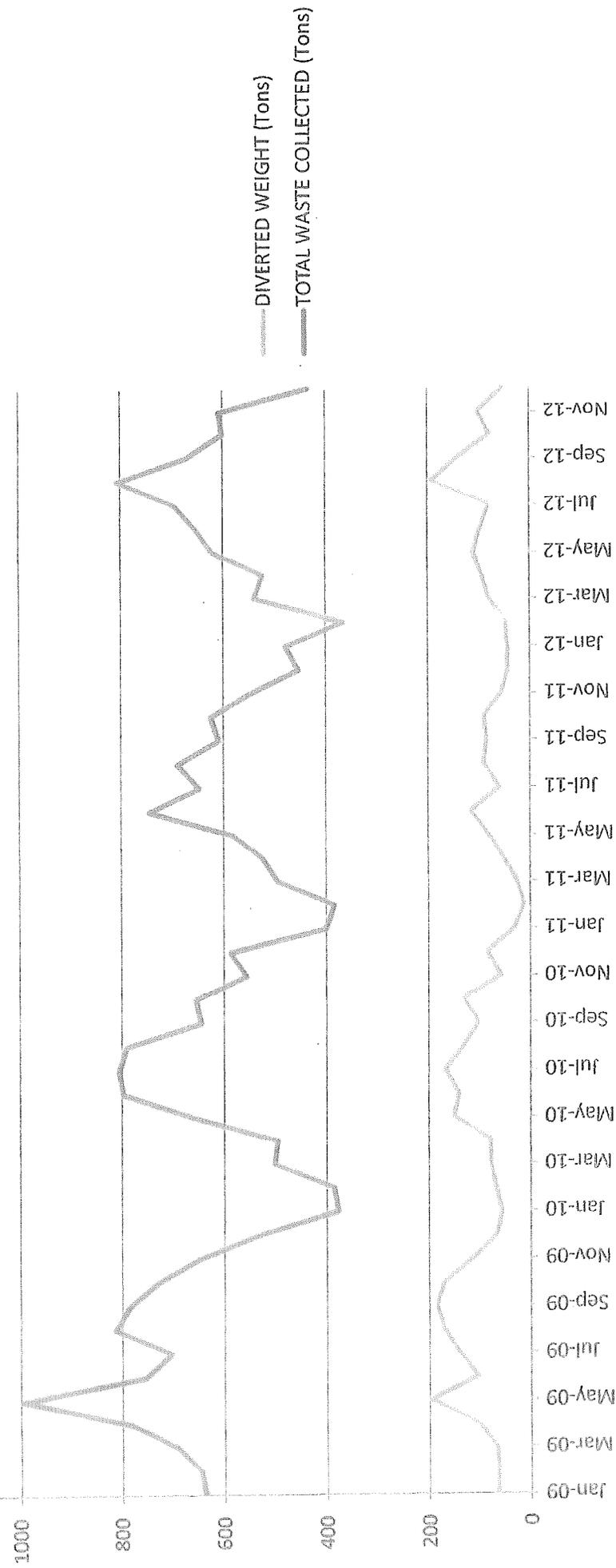
Item	Monthly Cost	Service Life (yrs)	Capital Cost	Notes
Thermal Printer		3	\$ 295.00	
Thermal Paper	\$ 2.10			*assume 1.5 rolls per month
Annual Cost	\$ 25.20			
3-yr Life Cycle	\$ 1,510.60			
Yr 3-6 Cost	\$ 370.60			

Summary:

Estimated Savings with Thermal printer over first 3 years is	\$ 1,279.90
Estimate Savings from years 3 through 6 is	\$ 2,419.90

\*The \$1140.00 is a one time cost for the initial purchase of first printer and the installation.  
 The thermal printer has a life span of no more than five years. If Solid Waste ends up replacing the printer after the 3 year warranty, then Solid Waste would pay the purchase price of an average of \$300.00  
 \* Inkjet printers come with a 90 day warranty and have proven to be unreliable. After the 90 warranty Solid Waste will be paying for anything that needs repairs.

# TOTAL MATERIALS RECEIVED VS TOTAL MATERIALS DIVERTED





scalehouse: 208-354-3442  
Supervisor: 208-354-3443

Teton County  
Solid Waste

scalehouse: 1088 Cemetery Rd.  
150 Courthouse Dr.  
Driggs, ID 83422

### Community Cleanup Tipping Fee Waiver Form

Organization Requesting Waiver: Driggs Derby Cemetery Dist.

Contact Person: Lloyd Moss

Contact Phone Number: 208-768-9884 Contact Email: \_\_\_\_\_

Date of event: Summer 2013

Area to be cleaned: Cemeterys

Identifying marker or vehicles bringing waste to the transfer station: (for example: company logo, license plate, driver's name, etc.) 29765 - 2964 - 39272

Teton County Photos

#### Criteria for Approval and Accepting Waste:

1. Request must be made at least one month prior to the event.
2. Only waste normally accepted by the transfer station will be accepted. For example no household hazardous waste will be accepted.
3. Waste will only be accepted at no charge from vehicles identified in the application.
4. Waste will only be accepted at no charge on the day specified in the application.

#### County Use Only:

Date Application Received: \_\_\_\_\_

Date Application Presented to BoCC: \_\_\_\_\_

Application Approved: \_\_\_\_\_

Date Applicant Notified of BoCC Decision: \_\_\_\_\_



Saul Varela, Solid Waste Supervisor

Teton County

Scale House: 1088 Cemetery Rd.

CELL: (208)354-8710

Solid Waste & Recycling

150 Courthouse Dr.

[svarela@co.teton.id.us](mailto:svarela@co.teton.id.us)

Waiving Tipping Fee Recommendation

Driggs, ID

83422

Feb 6, 2012

To whom it may concern,

Driggs Darby Cemetery District fills out a Tipping Fee Waiver every year for summer clean up of the Driggs Cemetery and they get approved every year. After speaking with Lloyd Moss, I found out that these clean ups are from the public visiting the cemetery on holidays and funerals. Employees from Driggs Darby Cemetery have always taken the time to make sure that they sort everything they can. Most of the time it is grass clippings for the sorted piles. When they do bring in household garbage, it is typically plastic decorations left by the public. Driggs Darby Cemetery is a county entity, which in my opinion would make them eligible to use the Government Clean up and have their fees waived. This would allow them to drop off household and sorted waste that is considered clean up at our facility without needing to request the waiver every year. See "Suggested Policy for Situation 1" of attached memo.

Thank You,

Saul Varela

**Suggested Policy for Situation 3:**

Organizations wishing to request a fee waiver for a recycling program should fill out a request form and submit it to the Solid Waste Supervisor. The Solid Waste Supervisor will present the request at the next County Commissioners meeting. This option is only available to non-profit



WK: 208-354-3443  
CELL: 208-534-8710  
[mgillentine@co.teton.id.us](mailto:mgillentine@co.teton.id.us)

Teton County  
Solid Waste  
MEMO

*scalehouse*: 1088 Cemetery Rd.  
150 Courthouse Dr.  
Driggs, ID 83422

September 13, 2010

TO: Board of County Commissioners  
FROM: Margaret Gillentine  
SUBJECT: Policy for Waiving Tipping Fees (Revised based on BoCC comments)

In the Board of County Commissioners meeting on July 12, 2010, we discussed creating blanket policy that would create guidelines for waiving tipping fees for. I believe that these guidelines are best handled by defining three separate situations. The first situation is the everyday cleanup that occurs around the county and is completed by governmental agencies such as ITD. The second situation is the event cleanup that often happens in the spring such as Silver Star's Spring Cleanup Day. The third situation is for pilot recycling programs or non-profit event recycling such as the recycling program that the high school environmental club has started or for a non-profit event like Music on Main.

**Suggested Policy for Situation 1:**

Governmental agencies doing roadside cleanup, forest cleanup or riverside cleanup will have their fees waived for that cleanup. They must identify their loads as cleanup when they cross the scale in order to not be charged. If what is being brought is not cleanup then they will be charged regular rates. Cleanup can be brought in on either commercial or public days.

**Suggested Policy for Situation 2:**

People or organizations wishing to do a onetime cleanup should fill out a request form and submit it to the Solid Waste Supervisor at least one month prior to the proposed cleanup. The Solid Waste Supervisor will present the request at the next County Commissioners meeting. The approval will be good for a specific day and specific vehicles. No requests for cleanup on the transfer station Spring Clean-up Day will be approved.(See attached proposed request form)

**Suggested Policy for Situation 3:**

Organizations wishing to request a fee waiver for a recycling program should fill out a request form and submit it to the Solid Waste Supervisor. The Solid Waste Supervisor will present the request at the next County Commissioners meeting. This option is only available to non-profit

organizations and for governmental agencies for recycling programs or recycling for a specific event. If an event, the dates of the event must be specified on the application. If the situation will last for more than one week, the organization will be required to set up an account with the transfer station for tracking purposes. For an event, the fee may be waived for up to five tons of recycling after that regular sorted prices will be charged. Approvals will be good for a maximum of one year and must be re-requested each fiscal year. (See attached proposed request form)



Saul Varela, Solid Waste Supervisor

Teton County

Scale House: 1088 Cemetery Rd.

CELL: (208)354-8710

Solid Waste & Recycling

150 Courthouse Dr.

[svarela@co.teton.id.us](mailto:svarela@co.teton.id.us)

Waiving Tipping Fee Recommendation

Driggs, ID 83422

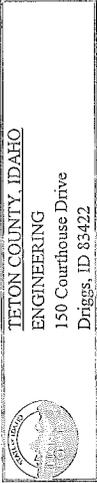
Feb 6, 2012

RAD Recycling has requested their tipping fee be waived; please see the attached letter and waiver request form. Per our current policy (attached) they do not qualify for the waiver policy. However based on the request, letter and situation we believe this matter should be brought before the BoCC. RAD Recycling contributed 48% of our household recycling material (tin cans, aluminum cans, cardboard, paper, glass, & plastic) in 2012.

The attached spreadsheet compares the total amount of products collected with amount of products RAD has contributed. The estimated revenues and costs for each product that RAD brings to the operation are shown. The revenue generated by selling the recycling does not cover the processing cost of the material. When the tipping fee is added to the revenue the processing costs are covered. When the estimated savings to the county for not shipping the material, as household waste, to the landfill are included with the tipping fee and the recycling revenue, the county realizes a gain. However the estimated savings are theoretical, as we are not assured that this material would come to the transfer station.

If the BoCC wishes to accommodate this request, it should be for a year only and under the condition that the products need to be delivered to our standard of cleanliness and order. Additionally the fee should only be waived for the products identified above. We would reserve the right at any time of revoking the waiver if our guidelines are not followed. The waiving of this fee can only apply to a recycling collection company such as RAD that deals only in household recycling products. The transfer station fee structure and staffing is not currently set up to waive fees all recycling materials for all customers.

Based on the information compiled the SW Staff recommends a one-year fee waiver for RAD Recycling for household recycling materials only (tin cans, aluminum cans, cardboard, paper, glass, & plastic). The materials collected must be clean and sorted to the satisfaction of the SW Supervisor and the policy may be revoked at any time for any reason. The hope of this fee waiver is to increase our diversion rate and reduce costs to the county.



**TETON COUNTY, IDAHO**  
**ENGINEERING**  
 150 Courthouse Drive  
 Driggs, ID 83422

**Project:** Recycling  
**Subject:** RAD Waiver Request  
**Designer:** JTM/SV  
**Date:** 7-Feb-13

**REVENUE**

Total Hourly/old Recycling Material Processed - 2012 Calendar Year

Material	Weight (Tons)
Aluminum Cans	7.32
Tin Cans	6.61
Cardboard	112.36
Mixed Paper	21.57
Mixed Plastic	9
Glass	35.74
<b>Total</b>	<b>243.2 Tons</b>

RAD Scale Weight - 2012 Calendar Year 117.34 tons  
 RAD Percentage of total recycling Materials 48%  
 RAD Tipping Fees Paid - 2012 Calendar Year \$ 3,550.00

Estimated RAD Materials Revenue - 2012 Calendar Year

	Total Tons	RAD %	Estimated RAD TOTAL (tons)	\$/Ton	Revenue
Aluminum Cans	7.92	48%	3.82	\$ 1,160.00	\$ 4,432.67
Tin Cans	6.61	48%	3.19	\$ 150.00	\$ 479.38
Cardboard	112.36	48%	54.21	\$ 112.00	\$ 6,071.73
Mixed Paper	21.57	48%	10.41	\$ 50.00	\$ 520.36
Mixed Plastic	9	48%	4.34	\$ 180.00	\$ 781.62
Glass	35.74	48%	17.16	-	-
<b>Totals</b>			<b>117.34</b>		<b>\$ 12,284.76</b>

Estimated RAD Material Savings - 2012 Calendar Year (saving from not sending to landfill)

	Mud Lake Tipping Fee	Shipping to Mud Lake cost	Total RAD Savings
Tons	117.34 \$	32.40 \$	21.81 \$
			\$ 6,361.00

**PROCESSING COST**

Material	Weight (Tons)	Processing Cost/Ton	Total Cost
Aluminum Cans	3.82	\$ 415.98	\$ 1,589.57
Tin Cans	3.19	\$ 259.99	\$ 829.16
Cardboard	54.21	\$ 189.69	\$ 10,283.45
Mixed Paper	10.41	\$ 30.97	\$ 322.31
Mixed Plastic	4.34	\$ 388.77	\$ 1,688.18
Glass	41.37	\$ 2.85	\$ 117.90
<b>Total</b>	<b>117.34</b>		<b>\$ 14,830.57</b>

**RAD Waiver Fee Request Summary**

RAD Tipping Fee	\$ 3,550.00
RAD Revenue	\$ 12,284.76
RAD Savings	\$ 6,361.00
RAD Processing Cost	\$ (14,830.57)

Profit/Loss Recycling Revenue only: \$ (2,545.80)  
 Profit/Loss Recycling Revenue + Tipping Fees: \$ 1,004.20  
 Profit/Loss Recycling Revenue + Tipping Fee+ Landfill savings: \$ 7,365.20



# Application for Adjustment of Fee(s)

A Schedule of Fees can be found at [www.tetoncountyidaho.gov](http://www.tetoncountyidaho.gov)

TO THE BOARD OF COUNTY COMMISSIONERS of Teton County, Idaho  
150 Courthouse Drive – Room 109, Driggs, ID 83422 (Fax 1-208-354-8776)

Application is hereby made for an adjustment of fees due to either miscalculation or other reason.  
The following sworn statement is submitted in support thereof.

I, R.A.D. Recycling Alternative Distribution (Aaron Hamby), of PO Box 366, Victor, ID 83455,  
hereby request an adjustment to my RECYCLING/SORTED WASTE TIPPING fee in the amount of  
\$ FULL EXEMPTION on the property described below:

LEGAL DESCRIPTION: Tax # 27-3409359 Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_  
PARCEL NUMBER: N/A

Describe the circumstances and apply the appropriate criteria (*see reverse side of form*) which  
best explains the rationale for your request. Attach any and all appropriate documentation  
concerning your claim.

PLEASE REFER TO THE LETTER ATTACHED GIVING FULL EXPLANATION OF OUR TIPPING FEE EXEMPTION  
REQUEST.

Signature of Applicant or Representative

1/22/13  
Date

BOARD OF COMMISSIONERS ACTION TAKEN:  APPROVED  DENIED

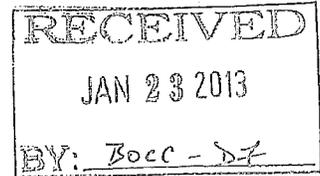
COMMENTS/REASON:  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Chairman of the Board Date



R.A.D. RECYCLING ALTERNATIVE DISTRIBUTION PO Box 366 Victor, ID 83455 P. 208.220.7721

January 15, 2013



Teton County Board of Commissioners  
Commissioner Kelly Park, Chair  
Commissioner Sid Kunz  
Commissioner Kathy Rinaldi  
150 Courthouse Drive  
Driggs, ID 83422

**Purpose:** R.A.D. Recycling Alternative Distribution, LLC is requesting full exclusion from tipping fees associated with recyclable (sorted waste) commodities brought to the Teton County Transfer Station & Recycling Center

Dear Honorable Teton County Commissioners,

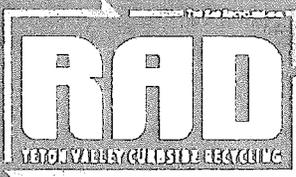
RAD Recycling is requesting to be considered for exemption from tipping fees charged each entry to the transfer station. Commodities that RAD is bringing to the transfer station are then packaged and sold to a 3<sup>rd</sup> party recycler for Teton County Solid Waste's financial gain or cost savings. This is why typically across the nation there are no fees associated with dropping recycling off at transfer stations or other.

The revenue generated by the sale of aggregate recyclables can therefore be used to cover costs or be appropriated to defray the costs of operations at the transfer station or other county ventures. To then charge RAD, a willing party supplying this sorted, clean and steady stream of revenue at no expense or effort to T.C.S.W. we feel is not warranted and unduly burdensome.

This is in stark contrast to the transfer station accepting household waste that cannot command revenue and that Teton County must actually pay to have deposited into the Mud Lake waste complex. Therefore, a tipping fee to accept these items seems more than appropriate.

What it Means to RAD...

Based upon average prices of ready to sell commodities such as the items RAD Recycling provides to T.C.S.W. there is an estimated revenue/cost savings of \$27,956 through the sale of these items from November 2011 through October 2012 by the T.C.S.W.



R.A.D. RECYCLING ALTERNATIVE DISTRIBUTION PO Box 366 Victor, ID 83455 P. 208.220.7721

During the same time period RAD has paid T.C.S.W. \$3067 in tipping fees for recycling/sorted waste. This represents only 11% of what T.C.S.W. can sell the commodities for in revenue/cost savings.

This is effectively creating a “double-dip” situation. The revenue/cost savings from the sale of the commodities compared to the amount collected for tipping fees from RAD are minimal for T.C.S.W.’s operations or other county expenditures, but could be a huge benefit to RAD affording the ability to hire more staff or pass on immediate savings to our clients for recycling services.

As a side note, the time period to calculate the estimated revenue/cost savings above was used due to RAD now bringing paper commodities to the transfer station that began November 2012. By doing so this will then increase the amount of revenue/cost savings Teton County could realize in the future.

In conclusion, RAD continues to gain more clients but, as we add more clients the more recycling we collect and in- turn our expense to cross the scale continues to go up essentially offsetting any profit or cost savings we can pass onto our clients or hire new community members.

RAD Recycling will continue to be a willing supplier of ready to sell recycling commodities. We expect that our commodities will be inspected for quality in order to guarantee the best results in order for Teton County Solid Waste to command the best prices when selling to the 3<sup>rd</sup> party recyclers purchasing these commodities. Any additional concessions the Commissioners feel RAD Recycling should make to guarantee seamless processing of ready to sell commodities, RAD would be happy to consider.

Sincerely,

RAD Owners & Operators

Cc: Jay Mazalewski, County Engineer/Public Works Director  
Saul Varela, Solid Waste Supervisor  
Dawn Felchle, Assistant to County Commissioners