

Teton County Idaho Commissioners' Meeting Agenda
Monday, November 10, 2014 - 10:30am
150 Courthouse Drive, Driggs, ID – 1st Floor Meeting Room

10:30 **Meeting Called to Order** – Kelly Park, Chair *Amendments to the agenda.*

Open Mic – *if no speakers, will go to next items*

DEPARTMENT BUSINESS

GIS – Rob Marin

1. Intern Approval

Emergency Management – Greg Adams, Coordinator

Voorhees – Todd Hansen

1. Household Fees
2. Voorhees/RAD Waste Hauling Contract

Public Works – Darryl Johnson

1. Solid Waste – Saul Varela, Supervisor
2. Road & Bridge
 - a. Bridge Scour Countermeasure Bid Results

Fremont County – Tom Cluff

1. HUD Consortium Update

Planning Department – Jason Boal, PA

1. Application Fee Scenic Corridor
2. Survey Review

12:30 **Monthly EODH Meeting** – Brown Bag lunch
Office Updates

Executive Session per IC§67-2345 (1)(b)

2:00 **Steve Hill** – Landfill Cap Report

Administrative Business *will be dealt with as time permits*

1. Approve Available Minutes
2. Other Business
 - a. Catastrophic Health Care Program Board
 - b. Annual Policy Review
 - c. Planning Administrator Salary Review
 - d. Canvass Election Results
 - e. Approve Annual Vessel Fund Report
 - f. Group Health Insurance
 - g. Board Appointments – Fair & PZC
3. Committee Reports
4. Claims

ADJOURN

Upcoming Meetings

November 10 – 6:30 pm Town Hall Meeting
November 12 – IAC Webinar – AG Extension Services
November 24 – 9:30 Regular Meeting of the Board
November 27-28 – Courthouse Closed for Thanksgiving
December 8 – 8:30 am EODH; 9:30 Regular Meeting of the Board
December 22 – 9:30 am Regular Meeting of the Board



FROM: Rob Marin, GIS Coordinator
TO: Board of County Commissioners
RE: **Intern Contract Proposal**
DATE: November 3, 2014
MEETING: November 10, 2014

I am working on various planning-related analyses on behalf of the Planning Administrator, and would like to hire a young man named Chris Shank as an intern to help develop data related to those projects, including the classification of the building footprint layer created by my intern in the spring of 2014. This will allow us to easily correlate building type with property statistics, instantly map buildings by use, identify critical buildings and commercial businesses more easily, as well as many other potential applications. I propose funding this internship the same way we funded my intern last year, utilizing a maximum of \$2,000 from our \$25,000 contracting budget for fiscal year 2015.

Chris Shank
(360) 296-1605
chrishank102@gmail.com

Current Address

P.O. Box 724
Victor, ID 83455

OBJECTIVE

Position as an assistant/intern in the GIS department of Teton County, Idaho.

EDUCATION

Bachelor of Science, Resource Conservation, May 2014

Minor: Wildland Conservation

Certificate in GIS Science and Technologies

University of Montana College of Forestry and Conservation, Missoula, MT

GPA: 3.57

EMPLOYMENT

Montana Department of Natural Resources and Conservation

Forest Planning Intern – Missoula, MT

April 2013 – July 2014

- Assisted the Forest Management Planner and Planning Section Supervisor with projects pertaining to the Montana Environmental Policy Act, DNRC Habitat Conservation Plan and Administrative Rules of Montana.
- Assisted in creation of and organization of MEPA and HCP training.
- Completed an environmental assessment for a state timber permit.
- Created timber sale vicinity maps for state-wide use.
- Helped review environmental documents pertaining to timber sales.
- Helped in organization of environmental assessment (EA) templates.

Montana Department of Natural Resources and Conservation

Forestry Technician Intern – Swan Lake, MT

May - August 2012

- Assisted in the preparation of timber sales. Marked unit boundary and trees to be cut or left based on unit prescription.
- Cruised units to give potential purchasers an estimate of volume and species available.
- Had the chance to talk and work with loggers, hydrologists and biologists, experiencing all aspects of a timber sale.

Huckleberry People – Missoula, MT

Shipper

May - September 2011

- Packaged large orders of huckleberry items in a safe and efficient manner that would protect the fragile and perishable items.
- Weighed and processed each order, organizing the shipments by transportation source and date of departure.
- Loaded often-heavy shipments on to Fedex and UPS trucks for delivery.
- Nine to ten-hour days were common.

CERTIFICATES / TRAINING

Certificate in GIS Science and Technologies, University of Montana

- Coursework used ArcGIS 9.3 and 10.1
- Coursework focused on providing the skills and knowledge to acquire, process, analyze, and display geographic data.
- Strong emphasis on smart data management and effective cartography.
- Beyond GIS material, coursework included mapping/GPS skills and concepts and skills relating to photogrammetry and remote sensing.

Microsoft Access Fast Track Level 1, Adult Education Lifelong Learning Center, Missoula, MT

VOLUNTEER EXPERIENCE

Washington Trails Association

2008-2010

- Volunteer on trail work-parties lasting roughly eight hours
- Completed systems directing water off the trail
- Created a new trail in the Sehome Arboretum in Bellingham, WA

Project Leader

October 2009

- Created and led three work parties at the Cornwall Park disc golf course in Bellingham, WA. Goal was to reinvigorate the extremely compact soil and add a new layer of topsoil to keep the course's trees healthy.

OTHER TRAINING

- Completed Avalanche 1 course through the American Avalanche Institute

INDEPENDENT CONTRACT GIS Contractor

This AGREEMENT ("Agreement") is made by and between Teton County, Idaho, ("County") and Chris Shank, ("Contractor"), who agree as follows:

1. **SCOPE OF SERVICES:** In accordance with this contract, the CONTRACTOR shall perform the following services:

Classification of digital geospatial data for local structures, along with other GIS-related tasks to be determined and directed by Teton County's GIS Coordinator.

2. **PRICE AND PAYMENT:** As consideration for performing the work described in the Scope of Services, COUNTY agrees to pay CONTRACTOR \$12.00 per hour. No additional sums shall be or become due and owing to CONTRACTOR without COUNTY authorization prior to CONTRACTOR performing work or projects not included within the Scope of Services.

3. **INVOICE:** CONTRACTOR shall maintain time records and provide them to COUNTY each month. Payment will be made upon the filing of a claim by the Contracting Party, to be submitted by the Thursday before the Board of County Commissioners' regular monthly meeting. If the services do not meet the requirements of this Agreement as COUNTY may determine, COUNTY shall notify CONTRACTOR in writing and specify all deficiencies in the work that do not meet the requirements. CONTRACTOR shall have seven (7) working days to correct or modify the work to comply with the requirements of the Agreement as set forth in COUNTY's written notice. If COUNTY again determines the work fails to meet the requirements, COUNTY may withhold payment until deficiencies have been corrected to COUNTY's satisfaction or may terminate this Agreement for cause as set forth in Section 20 of this Agreement.

4. **INDEPENDENT CONTRACTOR RELATIONSHIP:** COUNTY agrees that it will have no right to control or direct the details, manner, or means by which CONTRACTOR accomplishes the results of the services performed hereunder. CONTRACTOR is an independent contractor and is not an employee, servant, agent, partner, or joint venturer of COUNTY. COUNTY shall determine the work to be done by CONTRACTOR, but CONTRACTOR shall determine the legal means by which it accomplishes the work specified by COUNTY. This Agreement shall not be construed to create any employer-employee relationship between COUNTY and CONTRACTOR. CONTRACTOR agrees that CONTRACTOR shall not represent himself as an employee of the COUNTY. CONTRACTOR shall have no authority, whatsoever, to enter into any agreement, contract, or undertaking on behalf of Teton County, Idaho unless specifically authorized in writing by Teton County, Idaho.

5. **FEDERAL, STATE, AND LOCAL PAYROLL TAXES:** CONTRACTOR expressly understands, acknowledges, and agrees that he, individually, shall be responsible for the payment of all taxes and expenses, including, but not limited to, Federal, State, local taxation, payroll taxes, unemployment insurance, and worker's compensation. CONTRACTOR understands that CONTRACTOR is responsible to pay, according to law, CONTRACTOR's income tax. CONTRACTOR further understands that CONTRACTOR may be liable for self-employment (Social Security) tax to be paid by CONTRACTOR according to law. CONTRACTOR agrees to fully indemnify, defend, and hold harmless the COUNTY from any

and all costs, expenses, losses, or liabilities which the COUNTY may incur as a result of the acts or omissions of CONTRACTOR in regard to Federal, State, or local taxes, unemployment insurance, worker's compensation, self-employment taxes, social security taxes, Medicare taxes, and the like.

6. **LICENSES AND LAW:** CONTRACTOR represents that it possesses the requisite skill, knowledge, and experience necessary, as well as all licenses required to perform the services under this Agreement. CONTRACTOR further agrees to comply with all applicable laws, ordinances, and codes of Federal, State and local governments in the performance of the services hereunder.

7. **EQUIPMENT, TOOLS, MATERIALS OR SUPPLIES:** The County will provide adequate working space and resources to facilitate the Contracting Party to perform the functions that the Contracting Party is required to perform.

8. **PROPRIETARY RIGHTS:** All data, materials, reports, maps, graphics, tables, memoranda and other documents or products developed under this Agreement whether finished or not shall become the property of COUNTY, shall be forwarded to COUNTY at its request and may be used by COUNTY as it sees fit.

9. **CONFIDENTIALITY:** CONTRACTOR agrees that any names, addresses, email addresses, or other contact information received from COUNTY or in the course of doing work for COUNTY shall only be used on behalf of COUNTY and shall not be used to create, distribute or sell mailing lists as provided in Idaho State Code Sections 9-348. CONTRACTOR further agrees to maintain confidentiality of property owner names and addresses received for any purpose and shall not use property owner names and addresses in any work product produced for COUNTY except as authorized by COUNTY.

10. **TERM OF AGREEMENT:** It is anticipated that the Contracting Party will work at least 5 hours per week, but shall not exceed 30 hours total. This contract and the Contractorship will expire on May 1, 2015.

11. **ENTIRE AGREEMENT:** This Agreement, along with any and all Exhibits, attached hereto and incorporated herein by reference, contains the entire Agreement of the parties and supersedes any and all other agreements or understandings, oral or written, whether previous to the execution hereof or contemporaneous herewith.

12. **GENERAL ADMINISTRATION AND MANAGEMENT:** The Planning Administrator of the COUNTY, or his/her designee, shall be COUNTY's representative, and shall oversee and approve all services to be performed, coordinate all communications, review and approve all invoices, and carry out any and all tasks as may be required under this Agreement.

13. **AMENDMENTS:** This Agreement may be amended only in writing, upon mutual agreement of both COUNTY and CONTRACTOR.

14. **ASSIGNMENT:** It is expressly agreed and understood by the parties hereto, that CONTRACTOR shall not have the right to assign, transfer, hypothecate or sell any of its rights under this Agreement except upon the prior express written consent of COUNTY.

15. **TERMINATION OF AGREEMENT:**

(a) **FOR CAUSE:** If, through any cause, CONTRACTOR shall fail to fulfill its obligations under this Agreement, or if CONTRACTOR shall violate any of the covenants, agreements, or stipulations of this Agreement, COUNTY shall thereupon have the right to terminate this Agreement by giving written notice to CONTRACTOR and specifying the effective date thereof at least fifteen (15) days before the effective date of such termination. Notwithstanding the above, the CONTRACTOR shall not be relieved of liability to COUNTY by virtue of any breach of this Agreement by the CONTRACTOR, and COUNTY may withhold any payments to the CONTRACTOR for the purpose of set-off until such time as the exact amount of damages due COUNTY from the CONTRACTOR is determined. CONTRACTOR shall also provide COUNTY all products or works generated prior to date of termination. All products or work generated, whether complete or not, are the property of COUNTY.

(b) **TERMINATION FOR CONVENIENCE OF COUNTY:** COUNTY may terminate this Agreement at any time, for no reason, by giving at least fifteen (15) days' notice in writing to the CONTRACTOR. CONTRACTOR shall also provide COUNTY all products or works generated to date of termination.

(c) **TERMINATION FOR CONVENIENCE OF CONTRACTOR:** CONTRACTOR may terminate this Agreement at any time, for no reason, by giving at least fifteen (15) days' notice in writing to the COUNTY.

16. **NOTICES:** Any and all notices required to be given by either of the parties hereto, unless otherwise stated in this Agreement shall be in writing and be deemed communicated when mailed in the United States mail, certified, return receipt requested, addresses as follows:

To COUNTY:

Teton County
Attn: Planning Administrator
150 Courthouse Drive
Driggs, ID 83422

To CONTRACTOR:

17. **INDEMNIFICATION:** CONTRACTOR agrees to indemnify, defend and hold harmless COUNTY, and its officers, agents and employees, from and against all claims, losses, actions, or judgments for damages or injury to persons or property arising out of or in connection with CONTRACTOR's negligence or intentionally wrongful acts or omissions during the performance of this Agreement by CONTRACTOR or CONTRACTOR's agents, employees, or representatives. In case any action or proceeding is brought against COUNTY or its officers, agents or employees by reason of or arising out of connection with CONTRACTOR's negligence or intentionally wrongful acts or omissions during the performance of this Agreement, CONTRACTOR, upon written notice from COUNTY, shall at CONTRACTOR's expense, resist or defend such action or proceeding.

18. **NONWAIVER:** Failure of either party to exercise any of the rights under this Agreement, or breach thereof, shall not be deemed to be a waiver of such right or a waiver of any subsequent breach.

19. **APPLICABLE LAW:** Any dispute under this Agreement, or related to this Agreement, shall be decided in accordance with the laws of the state of Idaho.

20. **ATTORNEY FEES:** Should any litigation or arbitration be commenced between the parties hereto concerning this Agreement, the prevailing party shall be entitled, in addition to any other relief as may be granted, to costs and reasonable attorneys' fees as determined by arbitrator or court of competent jurisdiction. This provision shall be deemed to be a separate contract between the parties and shall survive any default, termination, or forfeiture of this Agreement.

21. **DISPUTES:** In the event that a dispute arises between COUNTY and the CONTRACTOR regarding application or interpretation of any provision of this Agreement, the aggrieved party shall promptly notify the other party to this Agreement of the dispute within ten (10) days after such dispute arises. If the parties shall have failed to resolve the dispute within thirty (30) days after delivery of such notice, the parties may first endeavor to settle the dispute in an amicable manner by mediation. If the parties elect to mediate their dispute, the parties will select a mediator by mutual agreement and agree to each pay half of the mediator's costs and fees. The mediation will take place in Driggs, Idaho unless otherwise agreed by the parties in writing. Should the parties be unable to resolve the dispute to their mutual satisfaction within thirty (30) days after such completion of mediation, each party shall have the right to pursue any rights or remedies it may have at law or in equity. If the parties do not mutually agree to mediate the dispute, either party may pursue any rights or remedies it may have at law.

22. **THIRD PARTY BENEFICIARIES:** COUNTY and CONTRACTOR are the only parties to this Agreement. The parties do not intend that any non-party or third party will have any rights whatsoever under this Agreement.

23. **ENTIRE AGREEMENT, SEVERABILITY, AND MODIFICATION:** This Agreement represents and contains the entire Agreement and understanding between the parties. Prior discussions or verbal representations by COUNTY or CONTRACTOR that are not contained in this Agreement are not a part of this Agreement. In the event that any provision of this Agreement is at any time held by a Court to be invalid or unenforceable, the parties agree that all other provisions of this Agreement will remain in full force and effect. Any future modification of this Agreement should be made in writing and executed by authorized COUNTY and CONTRACTOR representatives. Any and all verbal arrangements, agreements, conversations, or understandings are subject to and controlled by this document.

IN WITNESS WHEREOF, COUNTY and CONTRACTOR have executed this Agreement as of the effective date specified above.

COUNTY

CONTRACTOR

By: _____
Kelly Park, Chair

By: _____
Chris Shank

Date: _____

Date: _____



Teton County

Emergency Management & Mosquito Abatement

Department Report 10/9-11/8/2014
Greg Adams, Coordinator/Director



Teton Creek Grant Project Update

The project engineer has inspected the site and identified the last repairs for the project that should be completed in November. The State will then perform their final inspection of the project and we should have everything finished by the end of December. The total amount spent on the project to date, (including all match) is \$1,401,203.04. 97% of the project tasks have been completed, along with most of our match obligations.

Projects Accomplished

We have been awarded an additional \$42,523.87 for the Badger Creek Bridge Project. These funds can now be utilized for additional public works projects. The State had some additional money from the Federal government and we were eligible to be reimbursed for the cost overruns that we had for the project. This brings our total outlay for the project down to \$27,553.10, and the State and Federal amount to \$208,793.18.

On October 4th we had a tabletop exercise focusing on a school shooting situation. We will follow up the tabletop exercise with agency drills and a full-scale exercise in January. All of the responder agencies and the school were able to attend and productively discuss the different aspects of the response to such an overwhelming situation. Two issues were identified that we will be working to correct. I will be writing the after action report and improvement plan, and hope to have it in place for the next LEPC meeting.

On October 5th we opened two bid packets for the contract for the next two years for the mosquito abatement district. The board will now review and score the bid packets and have a recommendation that I will bring to the Board of County Commissioners at their December 8th meeting. We will then announce the selected proposal by December 15th.

Future Projects

The FCC requirement to narrowband the 700 MHz public safety radios by December of 2016 has been eliminated. Many of the public safety radio users in the State had requested a waiver for this, however the FCC decided to just eliminate the requirement and encourage the States to decide when and/or if they will need to. If this requirement were to have remained in place we would have had to replace most of the vehicle and hand held public safety radios in the County, which would have been incredibly expensive.

We will be hosting a Hazus class on November 19th and 20th for all four States in FEMA region 10. Hazus is a program that FEMA utilizes for disaster damage modeling. This will be one of the tools we will utilize to revise our All-Hazard Mitigation Plan.

Future Appointments

- 11/5 MADBOT RFP opening 6PM
- 11/6 Ebola meeting 7PM
- 11/12 EOC Staff meeting 12 to 1
- 11/19-20 FEMA Hazus class
- 12/2 Teton County Radio/LEPC meeting 2:30-5



WK: 208-354-3442
CELL: 208-534-8710

Teton County
Solid Waste & Recycling

1088 Cemetery Rd
Driggs, ID 83422

November 5, 2014

TO: Board of County Commissioners
FROM: Saul Varela-Solid Waste Supervisor
SUBJECT: Solid Waste & Recycling Update

The following items are for your review and discussion at the November 10, 2014 meeting.

1. DEQ Depth Regulation of Construction & Demolition Pit
In 2006 Teton County Submitted a Construction & Demolition pit Design Plan Application, (Prepared by Jeffrey Snyder from Nelson Engineering) to The Department of Environmental Quality (DEQ). The Operation Plan stated the depth to be an average of 18 feet. DEQ approval was based on the fact that the C&D Pit would be such that the facility shall not cause contamination of the ground water. The County should consult with a hydrologist to make sure that the depth of the pit can be extended past the 18 feet that was approved originally by DEQ without contaminating ground water. I recommend this is done before the current C&D operation plan is changed.
2. Meeting with VSL and RAD concerning the Solid Waste Collection Contract
I met with Todd Hanson (VSL) and Dave Hudacsko (RAD) on October 31, 2014, regarding the solid waste collection contract and notified them of the initial concerns from the Board. Todd and Dave stated that they would make recommended revisions to the contract and present it to the Board of Commissioners.
3. Teton County Solid Waste & Recycling will be closed for Veterans Day
4. Teton County Solid Waste & Recycling will be closed for Thanksgiving Day

Landfill Update:

1. Teton County Landfill - Lab Report from October 2014 Sampling
The lab results from the October 2014 sampling show that both monitoring wells 1 and 4 indicate positive results of contamination. Per DEQ requirement, Rocky Mountain Environmental reported this event. I have requested that these wells in question be re-tested. The re-sampling was done on November 5th and we are expecting to receive the results of the re-testing the first week of December. I have requested that these results be expedited if possible and I am waiting to hear if there is a cost implication for doing this.

ACTION ITEM: (See attached Email)

Scale System used for Weighing Vehicles Hauling the Felt Pit Borrow Material

Forsgren Associates has requested the use of the Transfer Station Scale to weigh all the loads of borrowed soil from the felt pit to determine the quantity hauled. This is due in regards to the measurement and payment of hauled materials. Forsgren has stated that this could be an additional cost of \$5,000 to \$10,000 for the contractor to provide the weigh facility; this could be a mobile scale or contracting with another station. Below are my concerns of using the transfer station scale and recommendation:

- Traffic Flow Safety Concern at the Transfer Station
At this time it is estimated that the scale could process as many as 100 loads per day to meet the contract deadline. Adding this amount of hauling trucks to normal flow of vehicles at the transfer station scale raises the possibility of having incidents between the public and the contractor vehicles. There will need to be added traffic control at the scale to deal with the additional vehicles entering and exiting the scale, depending on who will have priority the contractor or the public.

- Contract Hours of Operation Conflict with Teton County Solid Waste Hours of Operation
The schedule for the contracted work is 7:00 am to 7:00 pm from Monday through Saturday. The schedule for the contractor will be affected having to wait for public vehicles to exit the scale. This will also hinder the transfer station operation by slowing down the flow of vehicles visiting the facility to dispose of their waste and recycling if priority is given to the contractor for use of the scale.

- Extra Funding Needed to cover additional cost of using the TCSW&R scale
Due to the contract schedule, the Solid Waste department will incur additional staffing cost that TCSW&R does not have budgeted. There will also need to be added traffic control at the scale to deal with the additional vehicles entering and exiting the scale, depending on who will have priority the contractor or the public.

- Contractor might not meet deadline
The hauling trucks will be held up if they are dealing with public traffic at the transfer station. Teton County could incur additional cost if this keeps the contractor from meeting the deadline.

My recommendation is for the Contractor to provide their own scale system for weighing the haul trucks. If the Board decides to use the scale at the transfer station then a motion will be needed to cover the incurred cost to the solid waste budget.

Saul Varela

From: Dawn Felchle
Sent: Thursday, November 06, 2014 12:38 PM
To: Saul Varela; Darryl Johnson
Cc: Mary Lou Hansen
Subject: FW: Teton County Landfill Rehabilitation Cover Material Stockpile question

Saul & Darryl - please see chain below and incorporate into the report for Monday. A decision is needed and if unbudgeted funds are required to meet staffing needs, that will require a motion. If you have questions about funds, see Mary Lou regarding Landfill Cap expenditures. df

From: Kevin Harris [<mailto:kharris@forsgren.com>]
Sent: Wednesday, November 05, 2014 5:12 PM
To: Kathy Rinaldi
Cc: Brent Crowther; Justin Beard; Sid Kunz; Kelly Park; Dawn Felchle
Subject: RE: Teton County Landfill Rehabilitation Cover Material Stockpile question

Kathy:

I think if it is decided at Monday's meeting, we will have time to issue an addendum if necessary. I don't think a special meeting will be necessary.

Husk and Justin Beard will be there tomorrow for the pre-bid meeting. I will be unable to attend because I will be having surgery on my elbow, but plan to be back in the office on Monday, Nov.10. If you have anything that needs to be addressed regarding the bid or Commission meeting agenda items over the next couple of days, please contact Justin Beard at our office or at jbeard@forsgren.com.

Best Regards

Kevin Harris

Kevin Harris, P.E.
Project Manager
150 North 2nd East
Rexburg, ID 83440
208.356.9201 / 208.351.9454 Cell
208.356.0206 Fax

FORSGREN
Associates Inc.

From: Kathy Rinaldi [<mailto:krinaldi@co.teton.id.us>]
Sent: Wednesday, November 05, 2014 4:42 PM
To: Kevin Harris; Saul Varela
Cc: Dawn Felchle; Kathy Spitzer; Darryl Johnson
Subject: RE: Teton County Landfill Rehabilitation Cover Material Stockpile question

Kevin-

Thanks for this information for consideration. Do you need an answer quickly? We have a meeting on Monday, Nov. 10th and can add this to the agenda. Otherwise, the Board may need to hold a special meeting to discuss. I cc'd Kathy Spitzer on here to help advise.

Thanks Kevin. Kathy

Kathy Rinaldi
Teton County Commissioner
208-709-4543

From: Kevin Harris [kharris@forsgren.com]
Sent: Tuesday, November 04, 2014 4:56 PM
To: Sid Kunz; Kelly Park; Kathy Rinaldi; Saul Varela
Cc: Dawn Felchle; Brent Crowther; Justin Beard; Ray Schwaller (rschwaller@portageinc.com)
Subject: Teton County Landfill Rehabilitation Cover Material Stockpile question

Dear Commissioners:

As you are aware, the bid for the Teton County Landfill Rehabilitation Cover Material Stockpile is out for bid. We have received quite a bit of interest, especially the past couple of days. A clarification that we would like to make before the bids are due is in regards to the measurement and payment of hauled material.

Currently the bid documents call for the trucks to be weighed at the County Transfer Station to determine the quantity hauled. In speaking with Saul, he noted some valid concerns that include:

- The increase in truck traffic at the weigh station would interfere with the patrons. We would need to allow the haulers to weigh right away (have priority to weigh) or it has the possibility of becoming a point of contention with the contractor since we would be slowing the process down. I am not sure how many loads would be planned for each day since that would be determined by the means and methods of the contractor; but we could see as many as 100 loads per day -- if the contractor is using a fleet of 10 or so trucks.
- Most of the patrons use the transfer station on Saturday; would we need to restrict the contractor to Monday through Friday only. Would the County be willing to open the weigh station on Monday for this project.

I have talked with a couple of contractors and they think that if we call for the contractor to provide the weigh facility, either a portable scale or contracting with another weigh station like the Moulton weigh station in Driggs or the one located in Felt at the Arnold Farm, it would add between \$5000-\$10,000 to the costs.

If you could let me know how the County feels on this matter.

1. If the County would prefer to use the transfer station scales during the period of this project resulting in longer weigh times for other users.
2. If the County is willing to open the scales on Monday, and/or allow haulers to weigh on Saturday.
3. If the County would like us to call for the contractor to provide the weigh facility through an addendum to the bid documents.

If you have any questions, please do not hesitate to send me a note or give me a call at 356-9201.

Sincerely,

Kevin Harris



Teton County Road and Bridge
70 W North Buxton
Driggs, ID 83422
(209) 354-2932

November 5, 2014

To: Board of County Commissioners
From: Clay Smith, Supervisor - Road & Bridge Department

Current:

- Grading as weather allows
- Culvert repair/installations
- Culvert Extensions
 - 3000W – by Badger Creek
- Culvert Extensions
 - 2000W – by Garry Hansens
 - 5000W – by Breckenridge Road
- Smith Canyon – Concrete poured/cured

Next:

- Snow – crew will be gearing up for winter operations (wings, tires, plows)

Gravel Crushing:

Driggs – Finished

Felt – Should be starting to crush by Nov 11th/Nov 12th

Action:

- Jeanne K Bailey, P.E. – LRHIP Grant
 - Changed from extra money for Fox Creek project to County wide Chip seal projects for 2015
 - Signature from Chair

Discussion:

- Bridge Repairs



208-354-8780
FAX: 208-354-8410

Teton County Clerk

150 Courthouse Drive #208
Driggs, Idaho 83422

November 5, 2014

TO: Commissioners
FROM: Clerk
SUBJECT: Funding for Bridge Scour Countermeasures

The Remaining Cash report is attached and shows the amount of cash in each fund as of September 30. (You will notice that my July 23 projections were not very accurate for some funds.) The net result is that there was more money in the county coffers at the end of the fiscal year than expected. One reason for the discrepancy is due to projects budgeted for completion in 2014 being delayed until 2015. Another reason is that the Treasurer's 96% tax collection rate was much better than the 90% rate projected when the budget was adopted.

Since the Road & Bridge fund has a greater than expected remaining cash balance, I recommend that the Bridge Scour Countermeasures be funded entirely by Remaining Cash, rather than depleting the R&B contingency and bridge repair budgets* so early in the fiscal year. That would leave more money in the Road & Bridge budget for unforeseen expenses throughout the rest of the year.

*Current budget balances:

02-00-496 Repairs/Maint - Roads & Bridges	\$ 6,714.26
02-00-526 Contingency.....	<u>13,588.00</u>
TOTAL	<u>\$20,302.26</u>

Actual Remaining Cash on September 30 , 2014

Fund	Remaining Cash on 7/23/14	7/23 Estimate of 9/30/14 Remaining Cash	Remaining Cash on 9/30/14	FY 2015 Budget	Remaining Cash as % of FY 2015 Budget
01 General	2,657,953	1,867,953	2,302,634	4,287,271	44%
02 Road & Bridge	288,981	228,981	390,777	1,321,446	17%
03 Road & Bridge Reserve	3,215	3,215	3,215	0	
06 Court & Probation	335,168	260,168	275,291	531,834	49%
15 Election-State Funds	76,452	58,452	85,037	64,329	91%
16 Indigent & Charity	99,509	99,509	100,478	82,311	121%
20 Revaluation	70,842	40,342	44,545	116,800	35%
21 Special Planning Project	48,951	48,951	0	0	
22 Solid Waste Self Assurance	300,000	300,000	300,000	300,000	100%
23 Solid Waste	1,161,554	633,554	1,080,589	2,756,376	
24 Tort	79,998	79,998	83,088	120,600	66%
25 Solid Waste Reserve	668	668	668	0	
27 Weeds	96,486	47,486	49,336	81,625	58%
33 Road, Special	911,949	88,949	504,917	822,293	11%
36 Prosecutor's Spec. Drug	18,043	15,000	178,473	15,000	100%
41 Building	73,045	61,045	67,748	0	
43 Road Improve Develop	103,826	103,826	103,826	100,000	104%
44 Emergency Comm.	43,067	52,067	48,258	101,320	51%
50 Ambulance	428,738	347,738	360,034	678,210	51%
51 Mosquito Abatement	196,703	148,703	160,745	312,760	48%
52 Mosquito Abate Reserve	40,000		40,000	0	
54 Waterways Vessel	18,876	15,376	9,423	15,000	103%
82 Fair Board	12,190	8,190	14,342	38,900	21%
84 Arena Fund	118,765	118,765	118,765	118,500	100%

3. APPLICATION

3.1 LHTAC 2016 LRHIP APPLICATION COVER SHEET

Local Highway Jurisdiction (name and address):

Teton County Road & Bridge, 70 North W. Buxton, Driggs, ID 83422

Contact name: Clay Smith phone: 208-354-2932 email: csmith@co.teton.id.us

Location of Project Various County roads throughout Teton County, including S4500W (Cedron), W4000N (Packsaddle), W8000S (Cedron), E2000E (N Darby), N3000W (Tetonia Oil), and Old Horseshoe roads.

1. Project is on a rural public highway that is outside urban areas with population of 5,000 or greater.
Yes No

2. Description of Project: We would like to chip seal 15.5 miles of the top priority roads in our seal coating program to help us catch up on our maintenance schedule.

3. Total cost of the Project: \$ 509,000

4. Amount of money applying for: \$ 100,000

5. Amount and source of other funds used in this project: \$ 409,000
(amount)

County forces will complete part of the work, and the remainder will be funded from County's budget.
(source)

6. For what purpose will this grant money be used? To purchase materials and hire contract labor and equipment to help the County complete the work.

7. When will work be done? ASAP, FY2016
(month) (year)

8. What bike and pedestrian plans and consideration have been made regarding this project?
The construction will be performed on rural county roads. Bikes and pedestrians will be accommodated along with the traffic control. The mix design for the chips will also consider the use of the road by bikers in the area.

9. Other Comments: Thank you for your consideration of our application.

Signature: _____
(Mayor or Chairman of the Board for County or Highway District)

3.2 LHTAC FY16 LRHIP CONSTRUCTION PROJECT APPLICATION

		Y	N	Pts Available	LHTAC use only
<p><i>THE FIRST THREE QUESTIONS TO BE COMPLETED BY LHTAC STAFF. IF JUSTIFICATION IS REQUIRED, PLEASE LIMIT TO ONE PAGE. ATTACH THE LAST THREE SIGNED COPIES OF YOUR AGENCY'S ANNUAL ROAD & STREET FINANCIAL REPORT AS SUBMITTED TO THE CONTROLLER'S OFFICE. ALL VALUES SHOULD COME FROM ROAD & STREET FINANCIAL REPORT.</i></p>					
1. Line 64 CLOSING BALANCE	_____			0-5	
Line 65 Funds obligated for specific future projects*	_____				
Line 66 Funds retained for general funds and operations	_____				
Line 67 ENDING BALANCE	_____				
% for Future Projects = Line 65/Line 64	_____				
*Please provide list of future projects with values					
2. Line 11 TOTAL LOCAL (non-user) FUNDING Line	_____			0-10	
17 TOTAL STATE (user) FUNDING	_____				
Line 18 NATIONAL FOREST RESERVE APPORTION (non-user)	_____				
Line 24 TOTAL RECEIPTS	_____				
LOCAL (Non-User %) = Line 11+Line 18 / Line 24					
3. What percentage of your annual revenue (over the past 3 years) is the cost of the project? Est. Proj Cost (your share only)____, Average annual revenue____, Cost/Rev. _____				0-10	
4. Are you involved with a multi-jurisdictional transportation group?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	0-5	
Was your project rated in the top 3 LRHIP projects for your group?		<input type="checkbox"/>	<input checked="" type="checkbox"/>		
List examples of cooperation with other public/private agencies which improve efficiency in maintaining your roads. (List - 1 page max)					
5. Do you have a pavement management program?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	0-5	
Do you have a sign management program?		<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Have the programs been updated in the past 3 years?		<input checked="" type="checkbox"/>	<input type="checkbox"/>		
If yes, attach cover page (dated) and no more than 2 pages of each report.					
6. Is your project supported by your Transportation Plan?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	0-5	
If yes, attach cover page (dated) and only pages related to this project.					
7. Is this project shown on your 5 year Capital Improvement Plan?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	0-5	
If yes, attach cover page (dated) and only pages related to this project.					
8. What type of funding are you requesting? Rehab existing pavement <input checked="" type="checkbox"/> , pave unpaved road <input type="checkbox"/> , bridge <input type="checkbox"/> , gravel road stabilization <input type="checkbox"/> , other _____				0-5	
9. What is the Average Daily Traffic Count (ADT)? Various				0-5	
10. Have any of your employees* participated in the LHTAC T2 Road Scholar/Master program or other training programs?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	0-5	
Include transcripts. Number of full time road maintenance employees ____					
# completed either program ____ # enrolled but not completed ____ (Must have comp at least 2 courses)					
*if you are a city and a neighboring agency will be completing your work, please report their numbers					
11. Please provide 1 page description of project explaining importance and need. (financial, community and safety)				0-15	
12. Have you unsuccessfully submitted an application for this construction project? If yes, what year(s)? _____		<input type="checkbox"/>	<input checked="" type="checkbox"/>	0-3	
TOTAL SCORE				78 TOTAL POINTS	

LHTAC FY16 LRHIP CONSTRUCTION PROJECT APPLICATION SCORE SHEET

QUESTION	PTS	SUGGESTED SCORING
1. Annual Road & Street Financial Report Ending balance and % for future projects	4-5 1-3 0	Line 67 is \$0 and % for future is 80% or greater Line 67 is \$0 & % for future is 79% or less Line 67 is greater than \$0
2. Annual Road & Street Financial Report LOCAL (non-user) % of road funding	10 7-9 5-7 2-4 1 0	Local is greater than 30% Local is 25-29% Local is 20-24% Local is 10-19% Local is 1-9% Local is 0% - Does not contribute
3. What percentage of your annual revenue (over the past 3 years) is the cost of the project?	9-10 7-8 5-6 3-4 1-2	cost/rev greater than 100% Cost/rev is between 75-100% Cost/rev 50-74% Cost/rev 25-49% Cost/rev% less than 24%
4. Are you involved with a multi-jurisdictional transportation group? Was your project rated in the top 3 LRHIP projects? List examples of cooperation with other public/private agencies which improve efficiency	5 3-4 0-2	Involved with multi-group, ranked, share resources Involved with multi-group, share resources Involved with multi-group or shared resources
5. Do you have a pavement management program? Do you have a sign management program? updated in the past 3 years? If yes, attach cover page (dated) and no more than 2 pages of each report.	5 4 3 2 1	Pavement & sign mgmt updated w/i 3 years Pavement or sign management updated w/i 3 years Pavement & sign updated over 3 years ago Pavement or sign management updated over 3 yrs Any pavement or sign rating information or system
6. Is your project supported by your Transportation Plan?	4-5 1-3 0	Supported by plan and updated w/i 5 years Supported by plan & older than 5 years Not supported by plan or no plan
7. Is this project shown on your 5 year Capital Improvement Plan?	4-5 1-3 0	Supported by plan and updated w/i 5 years Supported by plan & older than 5 years Not supported by plan or no plan
8. What type of funding are you requesting?	5 4 1-2 1-5	Rehab exist. pave & bridges Gravel stabilization New pavement & bridges Other

<p>9. What is the Average Daily Traffic Count (ADT)?</p>	<p>5 1000+ 4 500-999 3 200-499 2 100-199 1 <100</p>
<p>10. Have any of your employees enrolled or completed the LHTAC T2 Road Scholar/Master program or other training programs? *Add points together for completed + enrolled</p>	<p>3 ≥ 40% completed 2 15-39% completed 1 1-14% completed 0 0% completed 2 ≥ 40% enrolled 1 15-39% enrolled 0 0-14% enrolled</p>
<p>11. Please provide 1 page description of project explaining importance and need.</p>	<p>15 Excellent desc. including agency & financial benefit + Safety 10-14 Excellent desc. including agency and financial benefit 5-9 Adequate description of need/benefit 0-4 Poor description of need/benefit</p>
<p>12. Have you unsuccessfully submitted an application for this construction project? If yes, what years?</p>	<p>3 5+ times 2 3-4 times 1 1-2 times</p>

Bridge Scour Countermeasures
Bid Opening 10:05 a.m. Thursday, October 30, 2014

Bidder	Bid Sheet	Addendum 1	Addendum 2	Bid Amount
MD Landscaping	X	X	X	\$41,436 ⁻
Action Excavation	X	X	X	\$29,900 ⁻



Bidder Response Form

Bidder's Corporation/Partnership Name: Action Excavation, LLC

Bidder's Business Address: 65 S. Main St Suite Basement, PO Box 33, Driggs, ID 83422

Idaho Public Works License Number: 000707-B-1

Bidder's Phone Number: 208-354-3478 Bidder's Fax: 208-354-0623

Bidder's Email: action.excavation@gmail.com

By (Signature): *Brandon M. Lerwill*

Name (typed or printed): Brandon M. Lerwill

SUBMITTED ON: 10/29/2014

Bridge Scour Countermeasures

Item No.	Description	Price
1	Mobilization, Dewatering, and Erosion Control	1,900.00
2	Badger Creek and 10,000N Riprap Installation	8,000.00
3	Badger Creek and Rammel Mtn Road Riprap Installation	10,000.00
4	Spring Creek and N2000W Concrete placement	10,000.00
	TOTAL	29,900.00

Bid prices listed shall include all applicable taxes and fees.



Bidder Response Form

Bidder's Corporation/Partnership Name: MD Landscaping & EXCAVATION Inc.
Bidder's Business Address: 2389 SO Highway 33 Driggs ID 83422
Idaho Public Works License Number: PWC-C-16238-U-1-2-3
Bidder's Phone Number: 208-354-8816 Bidder's Fax: 208-354-2733
Bidder's Email: Jerry@mdlandscapinginc.com
By (Signature): Mike Stears
Name (typed or printed): MIKE STEARS
SUBMITTED ON: Oct 30 2014

Bridge Scour Countermeasures

Item No.	Description	Price
1	Mobilization, Dewatering, and Erosion Control	7,800.00
2	Badger Creek and 10,000N Riprap Installation	19,311.00
3	Badger Creek and Rammel Mtn Road Riprap Installation	12,625.00
4	Spring Creek and N2000W Concrete placement	1,700.00
	TOTAL	\$ 41,436.00

Bid prices listed shall include all applicable taxes and fees.



**Teton County Idaho Public Works
Request for Bids
Bridge Scour Countermeasures**

1) Purpose of Request:

The County of Teton in the State of Idaho ("County") is soliciting responses to this request for bids (RFB) for the construction and installation of scour countermeasures for three bridges as follows: 1) Badger Creek at Rammel Mountain Road, 2) Badger Creek at W10,000N, and 3) Spring Creek at N2000W.

2) Time Schedule:

The County will follow the following general timetable:

- a. Issue written RFB October 7, 2014.
- b. Companies may submit written questions concerning this RFB to the Contact Person for receipt no later than 5:00 PM local time on Tuesday, October 14, 2014. Questions received after the stated deadline will not be answered.
- c. Deadline for Submittal of Responses to RFB (opening):
 - i) The deadline for submitting the responses is Thursday, October 16, 2014 at 10:00 am local time.

3) Instructions to Proposers:

- a. All responses shall be sent to:
Teton County Clerk
150 Courthouse Drive
Driggs, ID 83422
- b. An authorized representative of the firm must complete and sign at least one (1) page of its bid.

4) Terms and Conditions:

- a. The County reserves the right to reject any and all bids, and to waive minor irregularities in any RFB response.
- b. The County reserves the right to request clarification of the information submitted, and to request additional information from any respondent.
- c. Any RFB response may be withdrawn up until the date and time set above for opening of the RFB responses.
- d. Companies may submit written questions concerning this RFB to the Contact Person for receipt no later than 5:00 PM local time on Tuesday, October 14, 2014. Questions may be submitted to Jennifer Zung via email to jen.zung@harmonydesigninc.com. Questions received after the stated deadline will not be answered. No oral statement of any person shall modify or otherwise change or affect the terms or conditions stated in the RFB, and changes to the RFB, if any, shall be made in writing only and issued in the form of an Addendum to the RFB and highlighted in the RFB.
- e. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with Owner to perform all work as specified or indicated in the bidding documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the bidding documents.
- f. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

5) Bidder's Representations

In submitting this Bid, Bidder represents that:

- a. Bidder has examined and carefully studied the Bidding Documents, other related data identified in the bidding documents.
- b. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- c. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.

- d. Bidder has considered the information known to Bidder; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents; and (3) Bidder's safety precautions and programs.
- e. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- f. Bidder has given Owner written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by Owner is acceptable to Bidder.
- g. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

6) Bidder's Certification

Bidder certifies that:

- a. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- b. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- c. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- d. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract.
- e. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;
- f. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
- g. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
- h. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

7) Scope of Work

The project, in general, is the construction and installation of scour countermeasures for three bridges located over Badger Creek at Rammel Mountain Road and W10,000N and over Spring Creek at N2000W. Reference specifications not provided include, Highway & Street Guidelines for Design & Construction in Teton County, Idaho Standards for Public Works Construction, and manufacturer guidelines as applicable. In general this is project is comprised of the following as shown on the attached Construction Drawings dated October 6, 2014:

- o Mobilization & De-mobilization of equipment
- o Dewatering and BMP installation
- o Excavation of native creek material
- o Installation of geotextile fabric and riprap
- o Re-grading of native creek material
- o Placement of concrete (Spring Creek)
- Work must be completed by January 15, 2015.
- Contractor must be a Licensed Public Works Contractor.

Bidder agrees to comply with Idaho Code 44-1001 through 44-1005, regarding employment of Idaho residents.

Bidder agrees to comply with prevailing wage requirements also known as the Davis-Bacon Act.

Pay request vouchers shall be submitted monthly to the Teton County Road and Bridge Department, 150 Courthouse Drive, Driggs, Idaho 83422.



Bidder Response Form

Bidder's Corporation/Partnership Name: _____

Bidder's Business Address: _____

Idaho Public Works License Number: _____

Bidder's Phone Number: _____ Bidder's Fax: _____

Bidder's Email: _____

By (Signature): _____

Name (typed or printed): _____

SUBMITTED ON: _____

Bridge Scour Countermeasures

Item No.	Description	Price
1	Mobilization, Dewatering, and Erosion Control	
2	Badger Creek and 10,000N Riprap Installation	
3	Badger Creek and Rammel Mtn Road Riprap Installation	
4	Spring Creek and N2000W Concrete placement	
	TOTAL	

Bid prices listed shall include all applicable taxes and fees.



PROFESSIONAL SERVICES AGREEMENT Bridge Scour Countermeasures

AGREEMENT made between TETON COUNY (Governmental Entity), a political subdivision of the state of Idaho, herein "*ENTITY*" and _____ herein "*CONTRACTOR*").

THE PARTIES AGREE AS FOLLOWS:

- SCOPE OF WORK:** *ENTITY* engages *CONTRACTOR* to perform the work associated with the supply of Gravel Crushing Services associated with Exhibit "A" attached hereto. The actual quantities for each product supplied are below:

Item No.	Description	Price
1	Mobilization, Dewatering, and Erosion Control	
2	Badger Creek and 10,000N Riprap Installation	
3	Badger Creek and Rammel Mtn Road Riprap Installation	
4	Spring Creek and N2000W Concrete placement	
	TOTAL	

- PAYMENT:** *ENTITY* agrees to pay *CONTRACTOR* for all services rendered under this Agreement an amount not to exceed the total sum of _____. The parties agree that *CONTRACTOR* will invoice *ENTITY* for payment under this Agreement for services rendered herein. *CONTRACTOR* shall submit monthly invoices for the percentage for work performed for each task set forth in Exhibit "A" and Exhibit "B". If *ENTITY* and *CONTRACTOR* agree in writing the contract may be extended or increased.

- RIGHT OF CONTROL:** *ENTITY* agrees that it will have no right to control or direct the details, manner, or means by which *CONTRACTOR* accomplishes the results of the services performed hereunder. *CONTRACTOR* has no obligation to work any particular hours or days or any particular number of hours or days. *CONTRACTOR* agrees, however, that his other contracts or services shall not interfere with the performance of his services under this Agreement.

- INDEPENDENT CONTRACTOR RELATIONSHIP:** *CONTRACTOR* is an independent contractor and is not an employee, servant, agent, partner, or joint venturer of *ENTITY*. *ENTITY* shall determine the work to be done by *CONTRACTOR*, but *CONTRACTOR* shall determine the legal means by which it accomplishes the work specified by *ENTITY*.

- FEDERAL, STATE, AND LOCAL PAYROLL TAXES:** Neither federal, state or local income taxes, nor payroll taxes of any kind shall be withheld and paid by *ENTITY* on behalf of

CONTRACTOR or the employees of *CONTRACTOR*. *CONTRACTOR* shall not be treated as an employee with respect to the services performed hereunder for federal or state tax purposes. *CONTRACTOR* understands that *CONTRACTOR* is responsible to pay, according to law, *CONTRACTOR*'s income tax. *CONTRACTOR* further understands that *CONTRACTOR* may be liable for self-employment (Social Security) tax to be paid by *CONTRACTOR* according to law.

6. LICENSES AND LAW: *CONTRACTOR* represents that he possess the skill and experience necessary and all licenses required to perform the services under this agreement. *CONTRACTOR* further agrees to comply with all applicable laws in the performance of the services hereunder.

7. FRINGE BENEFITS: Because *CONTRACTOR* is engaged in its own independently established business, *CONTRACTOR* is not eligible for, and shall not participate in, any employee pension, health, or other fringe benefit plans of *ENTITY*.

8. WORKER'S COMPENSATION: *CONTRACTOR* shall maintain in full force and effect worker's compensation for *CONTRACTOR* and any agents, employees, and staff that the *CONTRACTOR* may employ, and provide proof to *ENTITY* of such coverage or that such worker's compensation insurance is not required under the circumstances.

9. EQUIPMENT, TOOLS, MATERIALS OR SUPPLIES: *CONTRACTOR* shall supply, at *CONTRACTOR*'s sole expense, all equipment, tools, materials and/or supplies to accomplish the services to be provided herein.

10. TERM: This contract will run through January 1, 2015. If work is not completed by January 15, 2015 *ENTITY*, at its sole discretion, may extend the contract term at no additional cost to the *ENTITY*. *ENTITY* may terminate the contract at any time. In the event that the contract is terminated, *ENTITY* shall pay *CONTRACTOR* for the percentage of all materials used and labor performed up to the date of termination.

It is mutually agreed that the time for the commencement and completion of the work will affect the progress of other work that the County can or will suffer financial damages in an amount not now possible to ascertain if this work is not completed on schedule. In view of these facts, it is agreed, in the event the County recognizes suffering, County will withhold from the Contractor, as liquidated damages and not as a penalty, the sum of \$500 per day for each calendar day that work remains uncompleted beyond the date specified for the completion of the work. Completion of the work will be when the Contractor produces the contract quantity specified +/- 5% by the Contract Date.

11. WARRANTY: *CONTRACTOR* warrants that all materials and goods supplied under this Agreement shall be of good merchantable quality and that all services will be performed in a good workmanlike manner. *CONTRACTOR* acknowledges that it will be liable for any breach of this warranty.

12. INDEMNIFICATION: *CONTRACTOR* agrees to indemnify, defend, and hold harmless *ENTITY*, and its officers, agents and employees, from and against any and all claims, losses, actions, or judgments for damages or injury to persons or property arising out of or in connection with the act and/or any performances or activities of *CONTRACTOR*, *CONTRACTOR*'s agents, employees, or representatives under this Agreement.

13. INSURANCE: *CONTRACTOR* agrees to obtain and keep in force during its acts under this Agreement a comprehensive general liability insurance policy in the minimum amount of \$ _____, which shall name and protect *CONTRACTOR*, all *CONTRACTOR*'s employees, *ENTITY*, and its officers, agents and employees, from and against any and all claims, losses, actions, and judgments for damages or injury to persons or property arising out of or in connection with the *CONTRACTOR*'s acts. *CONTRACTOR* shall provide proof of liability coverage as set forth above to *ENTITY* prior to commencing its performance as herein

provided, and said require insurer to notify ENTITY ten (10) days prior to cancellation of said policy.

14. NONWAIVER: Failure of either party to exercise any of the rights under this Agreement, or breach thereof, shall not be deemed to be a waiver of such right or a waiver of any subsequent breach.

15. CHOICE OF LAW: Any dispute under this Agreement, or related to this Agreement, shall be decided in accordance with the laws of the state of Idaho.

16. ENTIRE AGREEMENT: This is the entire Agreement of the parties and can only be modified or amended in writing by the parties.

17. SEVERABILITY: If any part of this Agreement is held unenforceable, the remaining portions of the Agreement will nevertheless remain in full force and effect.

18. ATTORNEY FEES: Reasonable attorney fees shall be awarded to the prevailing party in any action to enforce this Agreement or to declare forfeiture or termination of this Agreement.

19. BONDS: 100% payment bond and 100% performance bonds are required at the time this contract is executed.

DATED this _____ day of _____, 20_____.

ENTITY:

CONTRACTOR:

(Governmental Entity)

By _____
(Name)

By _____
Its _____

Its _____
(Title or Office)

WITNESS:

WITNESS:

(Signature of Witness or Notary Public)

(Signature of Witness or Notary Public)

Form and content approved by _____, as attorney for _____
(Governmental Entity).

**EXHIBIT A
(Bid Documents)**



BRIDGE SCOUR COUNTY INTERMEASURES

TETON COUNTY, IDAHO

CONSTRUCTION DRAWINGS - BID SET

OCTOBER 6, 2014

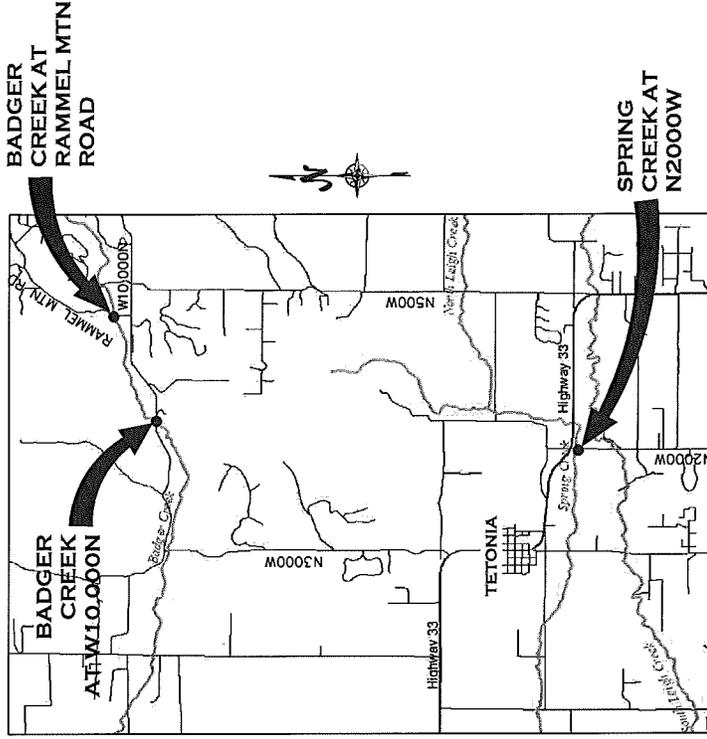
GENERAL NOTES

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL UTILITIES DURING CONSTRUCTION AND COORDINATING WITH THE APPROPRIATE UTILITY COMPANY FOR ANY UTILITY CROSSINGS. THE CONTRACTOR SHALL CALL "IDAHO DIG LINE" AT 1-800-342-1585 A MINIMUM OF 72 HOURS PRIOR TO BEGINNING ANY CONSTRUCTION ACTIVITIES.
2. THE CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS, RULES, REGULATIONS AND SAFETY CODES IN THE CONSTRUCTION OF ALL IMPROVEMENTS. CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION, LATEST EDITION.
3. NO IN-STREAM CONSTRUCTION ACTIVITIES SHALL BE PERFORMED IN THE CREEK WITHOUT FIRST OBTAINING NECESSARY PERMITS FROM THE ARMY CORPS OF ENGINEERS AND IDAHO DEPARTMENT OF WATER RESOURCES.
4. CONSTRUCTION OPERATIONS SHALL BE PERFORMED TO PREVENT EROSION, SEDIMENT, AND DEBRIS FROM ENTERING THE CREEK. IF DEWATERING IS REQUIRED, DISCHARGE SHALL BE DIRECTED TO A SETTLING BASIN OR OTHER BMP APPROVED BY THE DESIGN ENGINEER.
5. THE CONTRACTOR SHALL LIMIT CONSTRUCTION ACTIVITIES TO THOSE AREAS WITHIN THE LIMIT OF WORK. THE CONTRACTOR SHALL TAKE ADEQUATE PRECAUTIONS TO PROTECT ALL NATURAL LANDSCAPING, SITE FEATURES, AND EXISTING ROADWAYS OUTSIDE OF THE LIMITS OF WORK AS SHOWN ON THE DRAWINGS AND SHALL REPAIR AND REPLACE TO ORIGINAL CONDITION OR BETTER OR OTHERWISE MAKE GOOD AS DIRECTED BY THE OWNER OR OWNER'S DESIGNATED REPRESENTATIVE ANY SUCH DAMAGE SO CAUSED.
6. THE CONTRACTOR SHALL REMOVE FROM THE SITE ALL CONSTRUCTION DEBRIS. STORAGE OF SUCH MATERIALS ON THE PROJECT SITE WILL NOT BE PERMITTED. THE CONTRACTOR SHALL LEAVE THE SITE IN SAFE AND CLEAN CONDITION UPON COMPLETION OF THE SITE CLEARANCE WORK.
7. IF REQUIRED, IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN A NPDES PERMIT AND PREPARE A SWPPP PRIOR TO COMMENCING ANY LAND DISTURBING ACTIVITIES.
8. THE CONTRACTOR SHALL HAVE ONSITE AT ALL TIMES, ONE (1) SIGNED COPY OF THE APPROVED PLANS, ONE (1) COPY OF THE APPROPRIATE STANDARDS AND SPECIFICATIONS, AND A COPY OF ANY PERMITS REQUIRED FOR THE PROJECT.

INDEX OF DRAWINGS

- 1 OF 4 COVER SHEET
- 2 OF 4 BADGER CREEK AT W10,000N
- 3 OF 4 BADGER CREEK AT RAMMEL MOUNTAIN ROAD
- 4 OF 4 SPRING CREEK AT N2000W

CALL BEFORE YOU DIG
 800-342-1585
 1-800-342-1585
 BEFORE YOU DIG, CALL OR EXAMINE
 THESE TO LOCATE AND DEWATER
 UTILITIES.
 FOR THE NUMBER UTILITIES

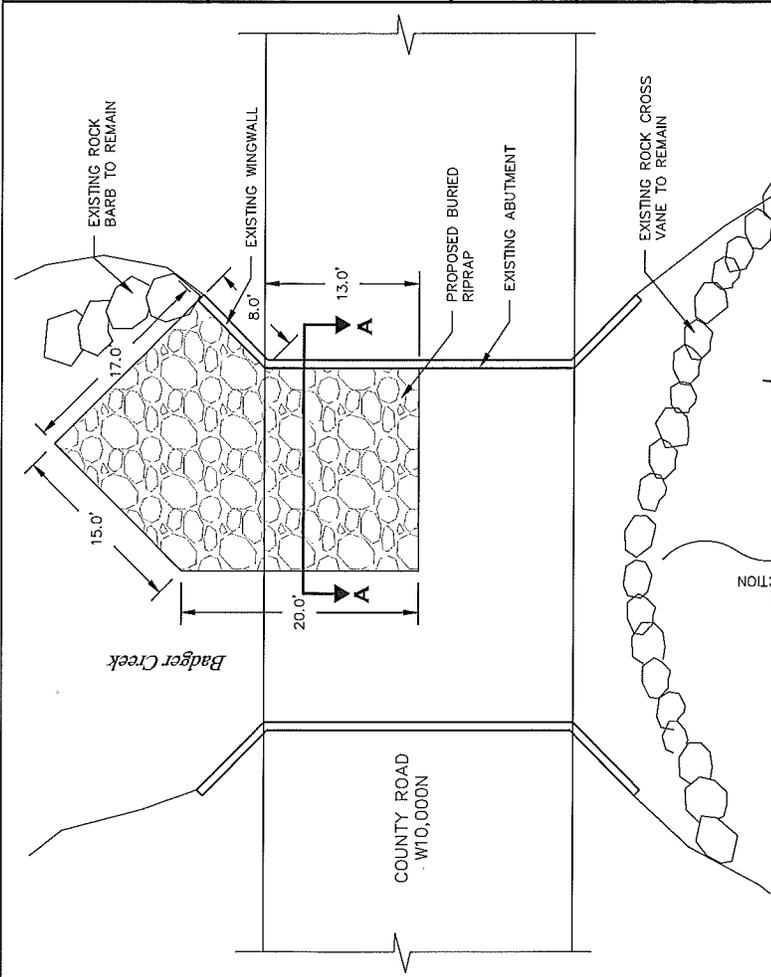
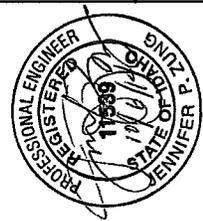


VICINITY MAP
NOT TO SCALE



DATE: 10/6/2014	REVISIONS:

SCALE: N/A	DESIGNED BY: JFZ

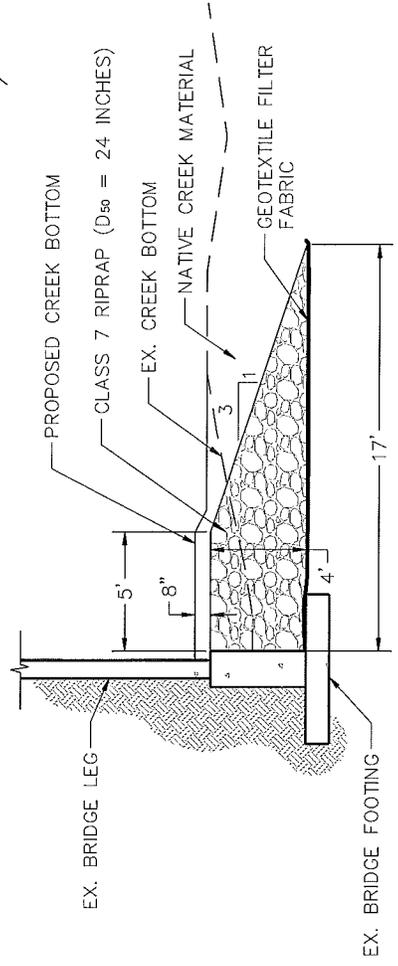


PLAN
 SCALE: 1" = 10'

FLOW
 DIRECTION

NOTES

1. RIPRAP SHALL HAVE THE FOLLOWING GRADATION:
 CLASS 7 (D₅₀ = 24 INCHES)
 D₁₅ = 14.5 TO 21.0 INCHES
 D₃₀ = 23.0 TO 27.5 INCHES
 D₅₀ = 31.0 TO 37.0 INCHES
 D₈₀ = 48.0 INCHES
2. GEOTEXTILE SHALL BE A CLASS 2 (PER AASHTO M288) WOVEN MONOFILAMENT OR NONWOVEN NEEDLE PUNCHED FABRIC. WOVEN MONOFILAMENT FABRIC SHALL HAVE PERCENT OPEN AREA ≥ 4%. NONWOVEN NEEDLE PUNCHED FABRIC SHALL HAVE POROSITY ≥ 30% AND MASS/AREA > 12 OZ/SY. PROVIDE SUBMITTAL TO DESIGN ENGINEER FOR APPROVAL.
3. GEOTEXTILE STRIPS SHALL BE PLACED IN THE DIRECTION OF FLOW AND BE A MINIMUM OF 1.5 FT.

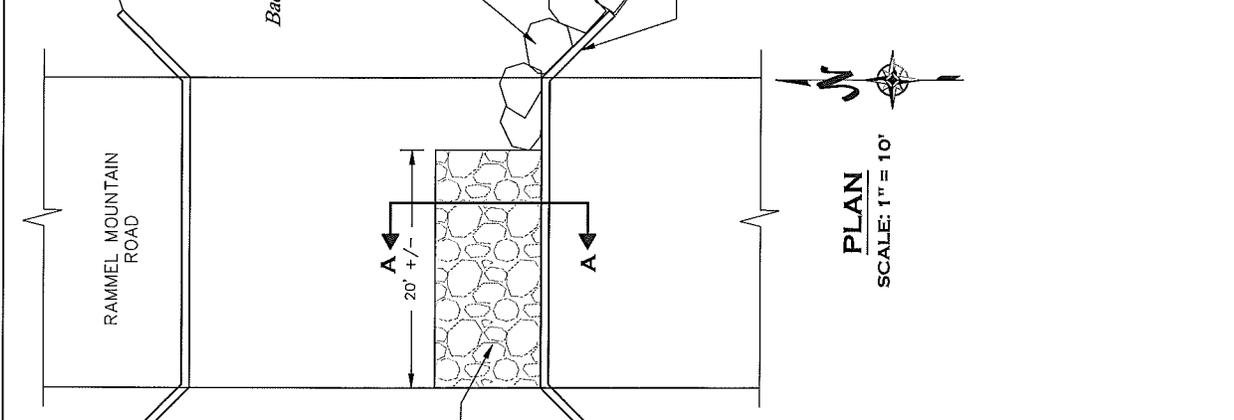


EAST ABUTMENT CROSS SECTION A-A
 SCALE: 1" = 5'

NOTES

1. RIPRAP SHALL HAVE THE FOLLOWING GRADATION:
 CLASS 7 (D₈₅ = 24 INCHES)
 D₁₅ = 14.5 TO 21.0 INCHES
 D₅₀ = 23.0 TO 27.5 INCHES
 D₈₅ = 31.0 TO 37.0 INCHES
 D₁₀₀ = 48.0 INCHES
2. GEOTEXTILE SHALL BE A CLASS 2 (PER AASHTO M288) WOVEN MONOFILAMENT OR NONWOVEN NEEDLE PUNCHED FABRIC. WOVEN MONOFILAMENT FABRIC SHALL HAVE PERCENT OPEN AREA ≥ 4%. NONWOVEN NEEDLE PUNCHED FABRIC SHALL HAVE POROSITY ≥ 30% AND MASS/AREA > 12 OZ/SY. PROVIDE SUBMITTAL TO DESIGN ENGINEER FOR APPROVAL.
3. GEOTEXTILE SHALL BE PLACED SO THAT UPSTREAM STRIPS OVERLAP DOWNSTREAM STRIPS. OVERLAPS SHALL BE PLACED IN THE DIRECTION OF FLOW AND BE A MINIMUM OF 1.5 FT.

PLAN
SCALE: 1" = 10'

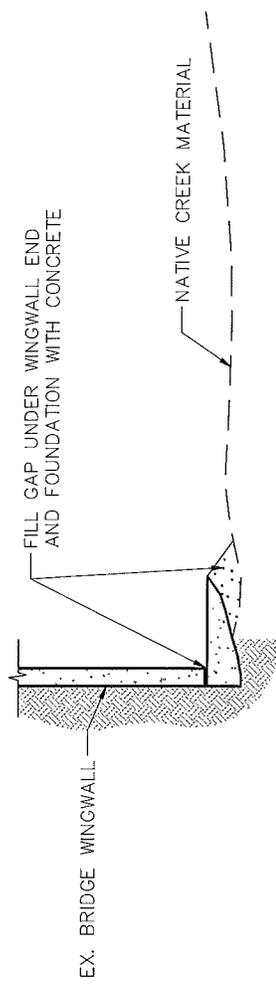


SOUTH ABUTMENT CROSS SECTION A-A
SCALE: 1" = 5'

NOTES

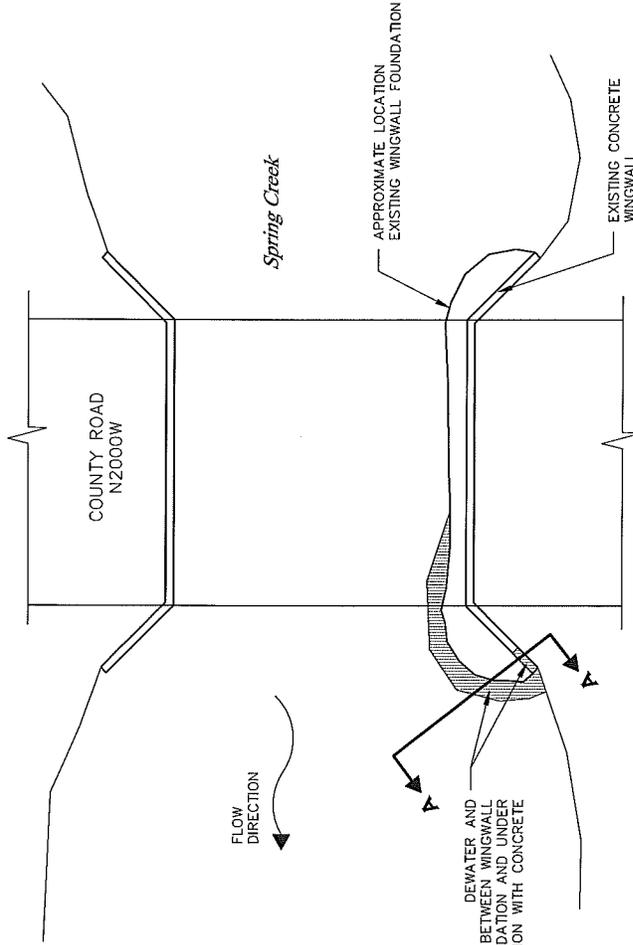
1. RIPRAP MATERIAL TO BE PROVIDED BY TETON COUNTY AND SHALL HAVE THE FOLLOWING GRADATION:
 CLASS 5 (D₉₀ = 18 INCHES)
 D₁₅ = 11.0 TO 15.5 INCHES
 D₃₀ = 17.0 TO 20.5 INCHES
 D₄₅ = 23.5 TO 27.5 INCHES
 D₆₀ = 36.0 INCHES
2. GEOTEXTILE SHALL BE A CLASS 2 (PER AASHTO M288), WOVEN, MONOFILAMENT OR NONWOVEN NEEDLE PUNCHED FABRIC, WOVEN MONOFILAMENT FABRIC SHALL HAVE PERCENT OPEN AREA ≥ 4%, NONWOVEN NEEDLE PUNCHED FABRIC SHALL HAVE POROSITY ≥ 30% AND MASS/AREA > 12 OZ/SY. PROVIDE SUBMITTAL TO DESIGN ENGINEER FOR APPROVAL.
3. GEOTEXTILE SHALL BE PLACED SO THAT UPSTREAM STRIPS OVERLAP DOWNSTREAM STRIPS. OVERLAPS SHALL BE PLACED IN THE DIRECTION OF FLOW AND BE A MINIMUM OF 1.5 FT.
4. CONCRETE SHALL MEET THE FOLLOWING REQUIREMENTS:
 TWENTY-EIGHT DAY COMPRESSIVE STRENGTH = 3000 PSI MIN. - 5.75 SACKS OF TYPE II CEMENT PER CUBIC YARD
 SLUMP: 4" +/- 1 INCH
 MAX. WATER/CEMENT RATIO: 0.5

MATERIALS:
 CEMENT: ASTM 150, TYPE II
 COARSE AND FINE AGGREGATE: ASTM C33
 WATER SHALL BE CLEAN AND POTABLE.

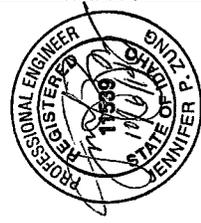


SOUTHWEST WINGWALL CROSS SECTION A-A

SCALE: 1" = 5'



PLAN
 SCALE: 1" = 10'





Board of County Commissioners

FROM: Teton County Board of County Commissioners
TO: Fremont County Board of County Commissioners & U.S Department of Housing and Urban Development
CC: Teton County Prosecuting Attorney; Western Greater Yellowstone Consortium members;
RE: Code Studio Contract & HUD Consortium
DATE: October 27, 2014

The Teton County Board of County Commissioners has large concerns about the sub-standard performance regarding Code Studio and the Teton Valley Code portion of the HUD Grant (Exhibit A). Following is a timeline of work provided by Code Studio this year:

- January 2014: Teton County proposed a modified scope of work and schedule to ensure Driggs, Victor, and the County received a product that would benefit these communities as well as the WGYC (Exhibit B).
- February 2, 2014: Code studio provided a revised scope of work (Exhibit C).
- April 2014: There were items in the original scope of work that were missing, and Code Studio was notified of these deficiencies (Exhibit D) by Teton County P&Z Administrator Jason Boal. This was a shared sentiment from all the communities in Teton County. There was support from Fremont County to go in a different direction if there was not a change in course by Code Studio.
- April 29, 2014: Code Studio reaffirmed its commitment to Teton Valley on a conference call. This commitment was made based on a revised schedule and scope of work (Exhibit E). It is not clear if this revised schedule was actually agreed upon by Code Studio and Fremont County.
- April 25, 2014: Code Studio had scheduled a conference call with Teton County P&Z, which they canceled.
- April 30, 2014: Code Studio produced a schedule for Key Deliverable (Exhibit F).
- May 29, 2014: There was a combined meeting (Driggs, Victor, and County P&Z).
- July 2014: The July trip to Teton Valley was canceled by Code Studio (7/7/14), and a video conference was scheduled with Teton County P&Z. The video conference never materialized.
- July 14, 2014: Code Studio provided a Revised Schedule (Exhibit G). The schedule eliminated individual codes for each community in favor of the Model Code, which each community can adopt or adjust as they see fit.
- August 19, 2014: Code Studio met with Teton County P&Z, discussed the timetable (Revised Schedule), and promised they were on track.
- September 19, 2014: County Districts were due; they arrived on October 9, 2014.
- September 2014: Code Studio canceled their visit in September (9/22/14-9/26/14).
- October 24, 2014: We are expecting to receive the revised County Districts from Code Studio (Jason Boal did have a conversation with Code Studio about the comments P&Z sent to Code Studio about the first draft.).

As this brief timeline shows, Code Studio has repeatedly reduced the scope of their work and missed deadlines. As the end of the HUD Grant approaches, we feel it is imperative that the lack of performance is adequately documented and discussed. Even though the timelines and scope were repeatedly adjusted, there does not appear to be any adjustment to the amount of money set aside for the project. Code Studio is doing less (a lot less if you compare Exhibit A and D) and still receiving the same amount of funds. Code Studio was under contract and has a legal obligation to produce what was

promised. At this time, the pattern for whittling down the scope of work is obvious, and we would like to see it corrected before the grant funds are no longer available.

While there have been parts of the HUD Grant that have been successful, we feel it is important to document the issues with Code Studio's role in the grant. The Teton County Planning & Zoning Commission plans to move forward with writing the code even if the scope of work and deadlines continue to be missed, but considerable time has been wasted on trying to collaborate. The lack of performance and reduced deliverables by Code Studio needs to be addressed.

We are requesting the following actions:

1. Teton County Board of County Commissioners request from Fremont County and/or HUD Code Studio's official updated contract, any changes made to the original contract, and who approved those changes.
2. Teton County Board of County Commissioners request from Fremont County and/or HUD for all bills, payments, and invoices for Code Studio.
3. Teton County Board of County Commissioners requests Fremont County hold all payments to Code Studio until the issues with the scope of work, deliverables, performance and fees are clarified and resolved.

Sincerely,

Teton County Board of County Commissioners

A handwritten signature in black ink, appearing to read "Kelly Park", is written over a horizontal line.

Kelly Park, Chairman

Kathryn Rinaldi

Sid Kunz



FROM: Planning Staff, Jason Boal
TO: Board of County Commissioners
RE: Planning Department Update
MEETING: November 10, 2014

Action items for the BoCC:

- Scenic Corridor Permit Fee

We recently had an application for a building in the scenic corridor. In the past it appear that P&Z has held a public hearing to review the design of structures in the scenic corridor. In reviewing our ordinance we do not require a public hearing for this approval. The fee that was associated with this approval included the cost for noticing a public hearing.

The current fee is: \$357

I am recommending a revised fee of: \$200

- In house survey review:

The county recently hired a public work director/engineer that is also a licensed surveyor. This provides a opportunity for the county to provide a service that we have passed through before. I wanted to have a conversation with the BoCC and the new public works director to see if the Board would be in support of the county providing this service. We would continue to charge the applicant for this review (it would not be a pass through expense however). The work load on the new public works director would be minimal (at most 2-3 hours a week). If the work load shifts and the public works director is unable to perform the service we would keep the backup contract in place with Keller Engineering to perform the service.

I would propose a fee of \$200 for survey review of Boundary Line Adjustment, One-time Only Splits and Minor Plat Amendment applications and \$350 for survey review of subdivisions.

From: Kathryn Mooney [<mailto:kmooney@idcounties.org>]

Sent: Wednesday, October 29, 2014 9:54 AM

To: Barbara Tierney-Custer; Bonneville Clerk Ron Longmore; Butte Cty Clerk Trilby Mcaffee; Clark County - Velvet; Fremont Clerk Abbie Mace; Jefferson Clerk Christine Boulter; Lemhi Clerk Terri Morton; Madison Clerk-Kim Muir; Mary Lou Hansen

Subject: CAT Board nominations

Hi, Attached is the nomination form for the CAT Board district representative from your district.

Please shepherd this through the process for me. If your BOCC has anyone they would like to nominate to hold this position, please use this form.

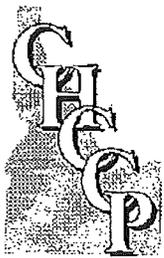
The **ballot** will come to you in mid November.

Thank so much for your help with this.

**Kathryn Mooney | Program Director
Catastrophic Health Care Cost Program**

208.345.1366 | 208.345.0379 Fax

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Catastrophic Health Care Cost Program

P.O. Box 1623, Boise, ID. 83701 Phone: (208) 345-1366
kmooney@idcounties.org

Fax: (208) 345-0379

TO: BOARDS OF COUNTY COMMISSIONERS
Districts 2, 4 AND 6

FROM: Kathryn Mooney, Program Director

DATE: October 31, 2014

SUBJECT: Elections: Board of Directors

The Catastrophic Health Care Program Board of Directors positions for IAC districts 2, 4, and 6 expire on December 31st of this year.

The current Board member representatives in these districts are:

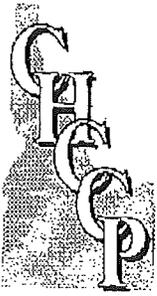
District 2 Don Davis, Lewis County
District 4 Paul Christensen, Cassia County
District 6 Roger Christensen, Bonneville County

Please use the enclosed nomination form **if** your BOCC would like to nominate someone to run for this position.

The term of office for these positions is two years (January 1, 2015 – December 31, 2016). **If your county would like to nominate someone**, please return the attached nomination form via email to kmooney@idcounties.org. Please return this form as soon as possible, but no later than **November 19, 2014**.

This is not the Ballot. We will send out a **ballot** to each Board of County Commissioners for the final vote.

Please call the CAT program office at the number listed above, if you have any questions.



2014 NOMINATION FORM

Catastrophic Health Care Cost Program

BOARD ELECTIONS

Please Complete and Return by E-MAIL OR FAX TO:
Kathryn Mooney kmooney@idcounties.org or Fax: 345-0379

NO LATER THAN *November 19, 2014*

County Responding: _____

CAT Board Member Nominee from District 6: _____

Nominee's County: _____

Commission Chairman

ATTEST:

County Clerk



208-354-8780
FAX: 208-354-8410

Teton County Clerk

150 Courthouse Drive #208
Driggs, Idaho 83422

November 5, 2014

TO: Commissioners
FROM: Clerk *[Signature]*
SUBJECT: Annual Policy Review

I have modified the proposed policy changes as discussed October 14. Please review the "Travel Reimbursement" and "Credit Cards" policy, along with the change proposed to p. 19 of the Personnel Policy, and make a motion to adopt the revised policies if you approve.



Travel Reimbursement

Revision: 34

Date: ~~11/28/11~~11/10/14

Original Issue Date: 11/24/08

Number of Pages: 1

Approved: BOCC

All travel and/or attendance at an overnight training or conference event by county employees must be authorized in advance by the responsible Elected Official or Department Head. Overnight travel for Department Heads who report directly to the Board must be authorized in advance by the Board. While traveling, all employees are expected to minimize expenses as much as possible out of respect for the taxpayers funding the travel.

When planning a trip, employees should utilize the most cost-effective means of travel. Alternatives to consider include flying, renting a vehicle and carpooling. If an employee chooses to travel by means other than the most cost-effective method, the employee will only be reimbursed at the most cost-effective amount.

Mileage. The County maintains administrative vehicle(s) for use by employees traveling on official business. These vehicles should be utilized whenever possible. If an appropriate county vehicle is available, but not used, the mileage reimbursement rate will be 50% of the amount set by the IRS. If an employee is required to use a personal vehicle because an appropriate county vehicle is not available, mileage will be paid in accordance with rates set by the IRS.

Employees driving to the same meeting or training are expected to carpool. If one employee chooses to drive their own vehicle, their mileage reimbursement rate will be 50% of the amount set by the IRS.

Mileage reimbursement is not allowed for any portion of travel that is for personal use.

Meals. The County will reimburse actual meal expenses, including tips, up to a maximum of \$50 per day, broken down to \$10 for breakfast, \$15 for lunch and \$25 for dinner. Employees traveling out of the county to participate in a one-day meeting or training will be reimbursed only for their noon meal, and only if it is not provided as part of the training event. If an employee chooses not to consume a meal included in the event registration fee, they will not be reimbursed for that meal purchased separately.

If an employee prefers to be reimbursed in advance of their travel, or prefers not to keep receipts, they may request a per diem rate of \$30, ~~broken down to \$5 for breakfast, \$10 for lunch and \$15 for dinner.~~ All claims for advance per diem reimbursement must be submitted in a timely manner and receive approval during a regular Board meeting. If per diem payment is received, no further meal reimbursement will be allowed.

Time. Time spent by an employee traveling to another city for a special one-day assignment or training shall be considered work time. Travel time related to trips that keep an employee away from home overnight is considered work time when it cuts across the employee's regular work hours on any day of the week. Travel time outside an employee's regular work hours while traveling on an airplane, train, automobile or public transportation is generally not considered work time under the FLSA unless the employee is the driver. However, such time will be compensated when in the best interest of the department/office as determined by the elected official or department head. If compensated, such travel time will not be considered work time for purposes of overtime calculation.

Reimbursement. Reimbursable travel expenses are limited to those that are directly related to official business. Reimbursement shall be for actual expenses only, and not based on a per diem rate, except as described under "Meals" above. Use of direct billing for hotel costs is strongly encouraged whenever possible to ensure the county receives tax exempt status. A Claim accompanied by original receipts must be submitted for reimbursement. The number of miles submitted for reimbursement cannot significantly exceed the distance as calculated by using Mapquest.

Non-reimbursable travel expenses include, but are not limited to, those incurred for the sole benefit of the employee such as travel insurance, alcoholic beverages, extra meals, in-room movies, laundry, room service, entertainment, personal long distance telephone calls, etc.

If a spouse or other non-County employee accompanies the employee, reimbursement shall be based on the employee's expenses only, i.e. single room rate. Rental cars are reimbursable only when it is not practical to use taxis, buses, shuttle, or limousine service. The County reserves the right to adjust unreasonably high expenses.



Credit Cards

Revision: 01

Date: 6/15/11/10/14

Original Issue Date: 6/15/11

Number of Pages: 1

Approved: BOCC

Any Department Head or Elected Official wishing to obtain a county credit card must first obtain Board approval. Such approval requires a written memo explaining why a specific employee needs a credit card. The memo must be signed by the responsible Elected Official or Department Head and submitted to the County Clerk for presentation to the Board.

Every County credit card must contain the name of a specific employee, as well as the name of Teton County.

Credit cards are used to reduce purchasing costs for the county. However, the convenience they offer can result in impulse purchases or abusive practices. Inappropriate or improper use of a county credit card may result in losing the card and its privileges. Depending upon the severity of the improper use, the employee may be subject to disciplinary action. It is the duty of the responsible Elected Official, Department Head or appointed Board to approve all credit card usage and to insure that this policy is followed.

A county credit card should be used only if there is no other alternative. A business charge account should be established if recurring purchases are made with the same vendor.

The procedures listed below must be followed when using county credit cards:

- Purchases of personal items, even with the intention of reimbursing the County, is strictly prohibited (see Idaho Code 18-5701).
- Payment of sales tax is to be avoided unless there is no other option available.
- Original receipts must accompany all claims, and the purchases must be charged to the appropriate budget line item.
- A county credit card cannot be used to purchase gas for vehicles not owned by the county.
- The County will not pay annual fees, late fees, interest payments, or carrying charges for credit cards. If any such charges are incurred they must be paid by the responsible Elected Official or Department Head. Annual fees for a gas-only card may be approved by the Board if requested.
- If necessary, credit card statements may be processed as “demand” payments in order to prevent late fees and interest charges. ~~However,~~ The prompt submittal of a claim after receipt of a monthly credit card statement will generally result in a timely payment. Demand payments of credit card statements should be a rare occurrence.
- All applicable purchasing procedures must be followed.

considered a missed work day for this purpose. However, after an illness lasting long enough to qualify for use of LTI hours, or after surgery, the employee may return to work on a part-time basis and continue using LTI hours while recuperating. The part time use of LTI hours may continue no longer than 30 days after the employee returns to work on a part-time basis. The supervisor, elected official, or Board of County Commissioners may require documentation to verify the appropriate use of LTI hours. LTI may not be used for days the employee was not scheduled to work.

Whenever an employee uses LTI, their timesheet must include a brief note stating why the time off qualified as LTI. If LTI hours are used by an employee who has not missed two consecutive scheduled workdays, the notation must provide sufficient detail to justify the use of LTI. If LTI hours are used due to bereavement, or the illness or injury of a member of the employee's "Immediate Family," the written notation must include the family member's name and relationship to the employee. (All health information provided to substantiate appropriate use of LTI hours will remain confidential.)

If required notations are not provided, hours will be paid from PTO or Comp Time, until documentation is received.

If an employee is hospitalized overnight, gives birth or takes maternity leave, or undergoes outpatient surgery, the employee may begin using LTI hours immediately. Under all other circumstances, the first two days of missed work will be unpaid, or paid with PTO or Comp hours.

LTI hours may also be used by an employee who misses work due to the illness or injury of a member of the employee's "Immediate Family" or if a member of the employee's "Immediate Family" has given birth. The same two-day waiting period will apply, except in cases of hospitalization, birth or surgery, as outlined above. LTI hours may be used on a part time basis by an employee helping an immediate family member to recuperate from a serious illness or injury. The part time use of LTI hours must end within 30 days of the date the family member was released from the hospital.

Up to 24 LTI hours may be used, without the two-day waiting period, to attend the funeral of a member of the employee's Immediate Family.

Immediate Family is hereby defined to include:

- Spouse or domestic partner
- Parent or step-parent of employee or spouse/domestic partner
- Legal guardian or person for whom the employee or spouse/domestic partner is the legal guardian
- Child or step-child of employee or spouse/domestic partner
- Sibling or step-sibling of employee or spouse/domestic partner
- Grandparent or step-grandparent of employee or spouse/domestic partner
- Grandchild or step-grandchildren of employee or spouse/domestic partner
- Relative living in the employee's household

No more than 120 hours of LTI time may be accumulated. Any employee with 120 hours of accumulated LTI will stop accumulating additional hours until the balance drops below 120 hours. In lieu of additional LTI hours, employees with 120 hours of accumulated LTI will accrue additional PTO hours at the LTI accrual rate. In case of employee termination or loss of full time status, the employee will forfeit all accrued LTI hours.

If an employee uses LTI because of an illness or injury compensable under the Workers' Compensation Law, the employee shall reimburse the county for any Workers' Compensation payments received for the days paid with LTI hours.

3. Holidays

Eleven official holidays are provided for all Regular Employees. In addition, when Christmas Eve falls on a Monday, Tuesday, Wednesday or Thursday, all Regular Employees will receive a *half day* "Christmas Eve Holiday." A "day" of Holiday pay will equal 1/5 of the hours worked by an employee during their typical work week, with an 8-hour maximum. This means that a 35-hour per week employee will receive a 7 hour paid holiday while a 40-hour per week employee will receive an 8 hour paid holiday. County holidays shall be observed on the same day as observed by the Federal government. The holiday schedule may be changed at any time by the Board of County Commissioners. Employees become eligible for Holiday pay after their first day of work.

OR if the immediate family member is receiving hospice care.



208-354-8780
FAX: 208-354-8410

Teton County Clerk

150 Courthouse Drive #208
Driggs, Idaho 83422

November 5, 2014

TO: Commissioners

FROM: Clerk *mlh*

SUBJECT: Planning Administrator Salary, Election Canvass & Vessel Fund

An email from Andrea at BDPA human resource consultants is attached to answer your question about the classification of Teton County's Planning Administrator. If you desire, please make a motion to increase the Planning Administrator's salary to 91% of the market rate based upon his one-year performance evaluation.

Please make a motion to certify that the Election Abstract is an accurate report of the results of the November 4, 2014 election as required by Idaho Code 34-1206.

The annual Vessel Fund report is attached. Please make a motion to approve the request for retention of county vessel funds in order to gravel and grade the boat ramp parking lots during 2015.

Mary Lou Hansen

From: Andrea Fogleman [eafog@msn.com]
Sent: Monday, October 27, 2014 03:05 PM
To: Mary Lou Hansen; bdbrazier@msn.com; Dawn Felchle
Cc: Jason Boal
Subject: Re: Planning Administrator - Teton COunty

Hi Dawn:

In the Northwest Data Exchange jobs are "matched" by the description of the jobs and not title alone. The Planning/Building/GIS Administrator was grouped with Planning Division Managers based on the duties and responsibilities of the job and the size of the organization. The Planning Directors in the report are from much larger cities and counties that often have subordinate division managers. For example, Teton's Planning Director was matched with the Planning and Zoning Administrator position in Ada County (which reports to a Department Director), but has a similar level and scope of responsibility as Teton.

It will not make a difference in the matches if the Teton job includes GIS or not; it is more based on management level of responsibility as opposed to the specific duties of the job, which we are comparing to Division Managers in the larger organizations.

Hope this helps. Let me know if you think I've grouped it inappropriately. Based on all the class specifications/job descriptions, it seems to be an appropriate match.

Andrea

----- Original Message -----

From: Dawn Felchle
To: Mary Lou Hansen ; eafog@msn.com ; bdbrazier@msn.com
Cc: Jason Boal
Sent: Monday, October 27, 2014 10:27 AM
Subject: Planning Administrator - Teton COunty

Bonnie &/or Andrea - can you give any counsel as to why our Planning Administrator is classified as a "Division Manager" versus a Department Director (Planning, Building & GIS).

Mary Lou - Board removed GIS from Planning when we were without a PA, but in performance review discussions, this has been brought back up to pull it back into the overall department for oversight.

Jason & I are getting this delineation form the chart you sent out this spring comparing all the counties.

Thank you. df

Dawn Felchle
Assistant to County Commissioners
Risk Manager
150 Courthouse Drive, Driggs, ID 83422
1-208-354-8775
www.tetoncountyidaho.gov

STATE OF IDAHO
COUNTY OF TETON

}
} ss.

We, the commissioners of the county and state aforesaid, acting as a Board of Canvassers of Election, do hereby state that the attached is a true and complete abstract of all votes cast within this county at the **General Election** held **November 4, 2014**, as shown by the records now on file in the County Clerk's office.

County Board of Canvassers

Attest: _____
Clerk

}
} ss.

STATE OF IDAHO
COUNTY OF TETON

I, _____, County Clerk of said county and state, do hereby certify that the attached is a full, true and complete copy of the abstract of votes for the candidates therein named as shown by the record of the Board of Canvassers filed in my office this _____ day of _____, 2014.

County Clerk

**TETON COUNTY RESULTS
GENERAL ELECTION NOVEMBER 4, 2014**

Precinct	UNITED STATES SENATOR		UNITED STATES REPRESENTATIVE DISTRICT 2		GOVERNOR						
	DEM	REP	REP	DEM	DEM	LIB	IND	REP	CON	IND	
	Nels Mitchell	Jim Risch	Mike Simpson	Richard Stallings	A.J. Balukoff	John T. Bujak	Jill Humble	C.L. "Butch" Otter	Steve Pankey	Pro-Life	
1	138	254	248	142	135	17	20	218	5	3	
2	79	157	155	76	71	7	11	142	6	2	
3	71	88	84	77	72	5	9	70	0	4	
4	118	143	139	122	135	9	9	106	3	0	
5	97	118	112	103	100	11	7	96	2	0	
6	138	200	196	141	151	7	7	166	0	6	
7	141	177	171	151	147	10	14	147	2	2	
Absentee	1,127	854	842	1,138	1,166	41	43	733	6	12	
CO. TOTAL	1,909	1,991	1,947	1,950	1,977	107	120	1,678	24	29	

**TETON COUNTY RESULTS
GENERAL ELECTION NOVEMBER 4, 2014**

	GOVERNOR					LIEUTENANT GOVERNOR			SECRETARY OF STATE		STATE CONTROLLER	
	W/I	W/I	W/I	W/I	W/I	CON	REP	DEM	REP	DEM	REP	DEM
Precinct	Walt Bayes	Marcus Bradley Ellis	Paul Venable	Kurt M. Wertzbaugher	Larry Allen White	David Hartigan	Brad Little	Bert Marley	Lawrence F. Denney	Hollis Woodings	Brandon D Wolf	
1						12	252	123	231	155	304	
2						7	156	69	144	85	177	
3						3	80	71	75	80	102	
4						10	129	121	112	142	175	
5						6	106	95	103	106	150	
6						10	186	130	179	151	251	
7						11	161	143	146	165	232	
Absentee						30	848	1,067	781	1,166	1,183	
CO. TOTAL	0	0	0	0	0	89	1,918	1,819	1,771	2,050	2,574	

**TETON COUNTY RESULTS
GENERAL ELECTION NOVEMBER 4, 2014**

Precinct	STATE TREASURER		ATTORNEY GENERAL		SUPERINTENDENT OF PUBLIC INSTRUCTION		CONSTITUTIONAL AMENDMENT H.J.R. 2	
	REP	DEM	DEM	REP	DEM	REP	YES	NO
	Ron Crane	Deborah Silver	Bruce S. Bistline	Lawrence Wasden	Jana Jones	Sherrí Ybarra		
1	239	144	131	253	180	200	125	234
2	149	76	68	158	102	128	80	125
3	77	74	74	78	84	69	61	71
4	126	128	123	128	152	105	91	137
5	105	102	97	108	131	77	83	108
6	183	142	134	188	179	142	115	178
7	162	147	146	164	182	134	134	157
Absentee	829	1,094	1,024	897	1,285	670	776	979
CO. TOTAL	1,870	1,907	1,797	1,974	2,295	1,525	1,465	1,989

**TETON COUNTY RESULTS
GENERAL ELECTION NOVEMBER 4, 2014**

Precinct	VOTING STATISTICS					LEGISLATIVE DIST 32					
	Total Number of Registered Voters at Cutoff	Number Election Day Registrants	Total Number of Registered Voters	Number of Ballots Cast	% of Registered Voters That Voted	ST SEN		ST REP A		ST REP B	
						DEM	REP	DEM	REP	DEM	REP
1	931	60	991	404	40.8%	108	272	246	143	259	131
2	753	41	794	244	30.7%	67	161	144	85	156	76
3	510	36	546	164	30.0%	70	79	78	78	80	75
4	792	74	866	266	30.7%	111	137	127	134	131	127
5	737	51	788	223	28.3%	100	109	106	105	103	107
6	896	52	948	347	36.6%	134	194	187	142	184	145
7	838	62	900	334	37.1%	142	172	159	160	159	158
Absentee				2,053		1,032	892	817	1,158	810	1,153
CO. TOTAL	5,457	376	5,833	4,035	69.18%	1,764	2,016	1,864	2,005	1,882	1,972

**TETON COUNTY RESULTS
GENERAL ELECTION NOVEMBER 4, 2014**

Precinct	COUNTY COMMISSIONER						CLERK OF THE DISTRICT COURT		COUNTY TREASURER		COUNTY ASSESSOR	
	DIST 1		DIST 2		REP	DEM	REP	DEM	REP	DEM	REP	DEM
	REP	DEM	REP	DEM								
	Sid Kunz	Cindy Riegel	Tony Goe	Bill Leake	Mariko Cooke	Mary Lou Hansen	Reesa Monahan	Beverly Palm	Bonnie Beard	Wendy A. Danielson		
1	260	140	243	157	251	147	271	119	320	78		
2	136	103	140	100	141	97	155	74	161	72		
3	68	92	62	98	66	90	68	90	85	75		
4	100	165	102	162	119	144	135	128	142	120		
5	91	132	88	131	105	111	111	102	117	98		
6	165	180	155	188	172	165	185	147	208	129		
7	129	203	131	200	142	181	147	174	163	159		
Absentee	739	1,296	709	1,310	760	1,250	862	1,134	1,020	995		
CO. TOTAL	1,688	2,311	1,630	2,346	1,756	2,185	1,934	1,968	2,216	1,726		

**TETON COUNTY RESULTS
GENERAL ELECTION NOVEMBER 4, 2014**

	COUNTY CORONER			DISTRICT JUDGE DISTRICT #7 To Succeed: Judge Shindurling	TETON COUNTY SCHOOL DISTRICT NO. 401 SPECIAL BOND	
	IND	REP	DEM		In Favor Of	Against
Precinct	Tyson J Clemons	Timothy V. Melcher	Dan White	Bruce L. Pickett	Stevan H. Thompson	
1	44	268	76	170	133	134 259
2	25	151	49	94	71	105 128
3	20	79	56	49	54	85 65
4	61	119	73	92	90	164 93
5	31	106	78	75	66	129 90
6	31	196	94	101	132	188 143
7	35	168	106	111	114	200 119
Absentee	221	1,012	689	683	565	1,123 860
CO. TOTAL	468	2,099	1,221	1,375	1,225	2,128 1,757

**TETON COUNTY RESULTS
GENERAL ELECTION NOVEMBER 4, 2014**

Precinct	CITY OF TETONIA REVENUE BOND		VOTING STATISTICS				
	In Favor Of	Against	Total Number of Registered Voters at Cutoff	Number Election Day Registrants	Total Number of Registered Voters	Number of Ballots Cast	% of Registered Voters That Voted
1	42	20	143	11	154	104	67.5%
Absentee	20	21					
CO. TOTAL	62	41	143	11	154	104	67.53%

ACT 50.7
(8/2004)

COUNTY VESSEL FUND REPORTING & REMITTANCE FORM
Idaho Department of Parks and Recreation

Teton County

Our County Vessel Fund has been reconciled for fiscal year 2014. The remittance amount has been calculated as follows:

A) Ending Fund Balance	\$ <u>9,422.63</u>
B) Subtract:	
Ending balance of moneys not received from the State Vessel Account	(\$ <u>0</u>)
Obligated moneys in the County Vessel Fund (See definition in rules)	(\$ <u>0</u>)
C) Adjusted Ending Fund Balance	\$ <u>9,422.63</u>
D) Total received from State Vessel Account for FY <u>14</u>	\$ <u>5,369.09</u>
E) Subtract line D from line C. If less than Zero, enter Zero	\$ <u>4,053.54</u>

If the amount on line E is Zero, no remittance is required.

If the amount on line E is greater than Zero, the surplus moneys must be remitted to the Department by December 20 for deposit to the State Vessel Account, or complete the "Request for Retention of County Vessel Funds" on the reverse of this form. If the amount to be retained is less than the total surplus, complete both sides of this form.

Marybeth Hansen
 County Clerk

Dated: 11-6-14

You may email a "blue signature" pdf to Mark.Schoenfeld@idpr.idaho.gov Or hard copy to:

Idaho Department of Parks and Recreation
 Attention: Mark Schoenfeld, Financial Specialist
 5657 Warm Springs Avenue
 Boise ID 83716
 208-514-2478 38

REQUEST FOR RETENTION OF COUNTY VESSEL FUNDS
Idaho Department of Parks and Recreation

Our County would like to retain surplus moneys in the County Vessel Fund from fiscal year 2014 for a specific purpose expenditure.

Amount: \$ 4,054

Nature of the specific purpose expenditure:
(Please include plans, specifications, and bids if available. Use additional pages if necessary.)

Gravel + grading for boat ramp parking lots \$4,054

Date funds will be completely expended: 9-30-15

I hereby certify that resolution approving the specific purpose expenditure above, and this "Request for Retention of Funds" form have been adopted by the Board of County Commissioners of Teton County, and that I am duly authorized to execute this form.

Chairman, Board of County Commissioners

Dated: 11-10-14



208-354-8780
FAX: 208-354-8410

Teton County Clerk

150 Courthouse Drive #208
Driggs, Idaho 83422

November 5, 2014

TO: Commissioners
FROM: Employee Benefit Committee
SUBJECT: 2015 Health Insurance Recommendations

Five employees attended the Nov. 4 meeting of the Employee Benefit Committee to review and discuss the Regence renewal options.

They quickly eliminated Renewal Option #3 because it would increase the annual prescription drug cost by \$250 for families requiring regular medications, while saving them only \$70 in annual premium payments as compared to Renewal Option #1.

The EBC eliminated Renewal Option #2 for similar reasons because the annual family premium savings of \$51 per year would be negated after just five doctor visits.

Therefore, the Committee recommends that the County choose Renewal Option #1.

Furthermore, since the County Buy-Down account increased by \$24,881 during the past 12 months, and now has a balance of \$186,026, the Committee recommends that the amount paid by employees for 2015 insurance be increased by just 3%.

The attached spreadsheet summarizes the recommendations of the Employee Benefit Committee. *- mel*

Final 2015 rates for Regence Innova Plan Option #1 + Buy Down Account

as recommended by the Employee Benefit Committee

2015 RATES	2015 Regence Premium (Option #1)	2014 Regence Premium	% increase in Regence Premium	Amount for Buy Down*	TOTAL MONTHLY COST	Cost for EMPLOYEE Insurance (Regence + Buy Down)	Cost for DEPENDENT Insurance (Regence + Buy Down)	Amt paid by employee for employee (9.75%)	Amt paid by employee for dependents (55%)	2015 Total paid by employee	2014 Total paid by employee	Total paid by County	Monthly increase for employee	% increase in amount paid by employee
Employee	344.60	330.00	4.4%	83.00	\$427.60	\$427.60	\$0.00	\$41.69	\$0.00	\$41.69	\$40.46	\$385.91	\$1.23	3.0%
Employee + Spouse	802.60	742.40	8.1%	65.00	\$867.60	\$427.60	\$440.00	\$41.69	\$242.00	\$283.69	\$275.53	\$583.91	\$8.16	3.0%
Employee +1 child	492.50	471.50	4.5%	94.00	\$586.50	\$427.60	\$158.90	\$41.69	\$87.40	\$129.09	\$125.44	\$457.41	\$3.65	2.9%
Employee +2 child	655.00	627.20	4.4%	105.00	\$760.00	\$427.60	\$332.40	\$41.69	\$182.82	\$224.51	\$217.67	\$535.49	\$6.84	3.1%
Family w/1 child	1,009.30	933.70	8.1%	64.00	\$1,073.30	\$427.60	\$645.70	\$41.69	\$355.14	\$396.83	\$385.15	\$676.47	\$11.68	3.0%
Family w/2+ child	1,009.30	933.70	8.1%	97.00	\$1,106.30	\$427.60	\$678.70	\$41.69	\$373.29	\$414.98	\$402.75	\$691.32	\$12.23	3.0%

*Amounts were arbitrarily adjusted so that the increase paid by each employee = 3%.

2015 BUY-DOWN ACCOUNT	Amount into Teton County Buy Down Account	Amount paid to Regence	Remainder for Buy Down	Paid out for Life Insurance	Paid out for Dental Insurance	Paid out for Admin Fee	2015 Balance in Buy Down deductible	2014 Balance in Buy Down deductible	Employee Count	Monthly reduction in amount for buy-down vs. 2014	
Employee	427.60	344.60	83.00	\$5.84	17.87	\$4	\$55.29	\$57.97	24	\$64.32	
Employee + Spouse	867.60	802.60	65.00	\$5.84	17.87	\$4	\$37.29	\$72.97	8	\$285.44	
Employee +1 child	586.50	492.50	94.00	\$5.84	17.87	\$4	\$66.29	\$70.97	5	\$23.40	
Employee +2 child	760.00	655.00	105.00	\$5.84	17.87	\$4	\$77.29	\$82.97	8	\$45.44	
Family w/1 child	1,073.30	1,009.30	64.00	\$5.84	17.87	\$4	\$36.29	\$80.97	5	\$223.40	
Family w/2+ child	1,106.30	1,009.30	97.00	\$5.84	17.87	\$4	\$69.29	\$112.97	10	\$436.80	
										\$1,079	
										Annual reduction in amount for buy-down as compared to 2014	\$12,946

During FY 2014 the balance in the Buy Down Account increased by \$24,881. If the Buy Down Account absorbs part of the 2015 premium increase as proposed, and if the 2015 Buy Down expenses are similar to 2014, the Buy Down account will increase by about \$12,000 during 2015. -mlh

Teton County

Presented by American Insurance Service

Medical Renewal Updated Options Effective 1/1/2015 (changes highlighted in yellow)

Benefit	Regence Current In/Out of Network	Regence Renewal Option 1 Pref / Trad / Out	Regence Innova Renewal Option 2 Pref / Trad / Out	Regence Innova Renewal Option 3 Pref / Trad / Out
Deductible** per family	\$5,000 3 x	\$5,000 3 x	\$5,000 3 x	\$5,000 3x
Coinsurance	70% / 50% / 50%	70% / 50% / 50%	70%/50%/50%	70%/50%/50%
Out-of-Pocket	\$1,350	\$1,350	\$1,350	\$1,350
Physician Co-Pay	\$30 / \$45	\$30 / \$45	\$40/\$55	\$30 / \$45
Diagnostic	\$400 First Dollar	\$400 First Dollar	\$400 First Dollar	\$400 First Dollar
Drug Co-Pay	\$10 Generic/ \$250 Ded. 35%/50% Combined Medical	\$10 Generic/ \$250 Ded. 35%/50% Combined Medical	\$10 Generic/ \$250 Ded. 35%/50% Combined Medical	\$10 Generic/ \$500 Ded. 35%/50% Combined Medical
Maternity	Yes	Yes	Yes	Yes
EAP	4 Visits	4 Visits	4 Visits	4 Visits
Complimentary Care	None	None	None	None
Wellness/Preventive	100%	100%	100%	100%
Mental Health- Out	\$30/\$30/None	\$30/\$30/None	\$30/\$30/None	\$30/\$30/None
Mental Health- In	70% / 50% / 50%	70% / 50% / 50%	70%/50%/50%	70%/50%/50%
Monthly Total	\$35,239.80	\$37,533.20	\$37,161.90	\$37,021.50
Employee	24 \$330.00	\$344.60	\$341.20	\$339.90
Employee + Spouse	8 \$742.40	\$802.60	\$794.70	\$791.70
Employee + 1 child	5 \$471.50	\$492.50	\$487.60	\$485.80
Employee + children	8 \$627.20	\$655.00	\$648.50	\$646.10
Family	15 \$933.70	\$1,009.30	\$999.30	\$995.50
		6.51%	5.45%	5.06%
Annual Increase		\$27,520.80	\$23,065.20	\$21,380.40

**Actual deductible is \$1,000 due to Buy-Down Account.

Teton County Administrative Policies; APPOINTMENT OF BOARD & COMMITTEE MEMBERS, Attachment B

Application for Board Appointment

Name of Board: Fair Board

Applicant's Name: Roger Kaufman

Mailing Address: 3235 N Hwy 33

Residence Address: Same

Daytime Phone: (208) 351-5505 Other Phone: (208) 354-2788

Fax: _____ Email: KaufmanTimber@gmail.com

Occupation/Employer: SELF - Kaufman Timber

Why do you want to serve on this Board?
Kelly Bullied me

Please describe your qualifications for serving on this Board:
want to help the youth and community

Other Comments:

MEMO

Date: November 6, 2014
 From: Fair Board
 To: BoCC

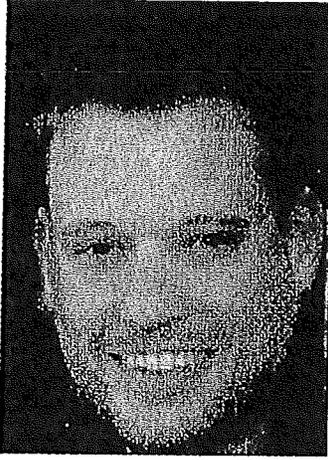
Please consider appointing Roger Kaufmann to the Fair Board to fulfill the remaining term of JR Wood which expires on 9/30/2015.

*Please be sure to read Attachment A, "Questions to Ask Yourself" before submitting this application.
 If you wish, you may attach additional information to this page.*

Your completed application should be returned to the Office of the County Commissioners at 150 Courthouse Drive or emailed to commissioners@co.teton.id.us or faxed to 354-8776.

VARD welcomes executive director

Valley Advocates for Responsible Development announced that Shawn Hill will take over the Executive Director position recently vacated by Stacey Frisk. As Executive Director, he will lead and manage the mission of VARD: to shape policy, guide development, and provide outreach to preserve natural resources, protect rural character, and promote vibrant communities in Teton Valley. Shawn will start full-time on November 10, 2014.



Shawn Hill

With over 12 years of town and regional planning experience, Shawn possesses a deep desire to maintain Teton Valley's tremendous qualities and apply the lessons he's learned throughout his professional career to his role as director of VARD. Shawn obtained a BS in Urban Planning from the University of Utah in 2001 and a Masters in Public Administration from the University of Wyoming in 2011. Shawn has worked in a variety of communities in the Intermountain West, including Jackson Hole. He has served in governmental, private-sector, and volunteer capacities. Though a native of Kaysville, Utah, Shawn's family was one of the original homesteaders in Teton Valley. While working as a planner for the Town of Jackson, Shawn moved to Teton Valley, a place he loves and knows well

because of his deep family roots and fond childhood memories.

"Teton Valley is a community of lofty goals and enormous potential," Hill said. I believe VARD will continue to be a catalyst for community aspirations, and I look forward to contributing in my new role."

Throughout his career, Shawn has developed a deep understanding of how rural communities thrive and the efforts needed to achieve environmental, social,

and economic sustainability. Said departing Executive Director, Stacey Frisk: "Shawn's vast knowledge about land use planning, as well as his family ties in Teton Valley help to bring a valuable perspective to the organization."

A warm welcome for Shawn Hill and a farewell party for Stacey Frisk will be held at VARD's fall fundraiser and party "WYDAHOedown" at Moose Creek Ranch in Victor, ID on Friday, November 21. There you can say "howdy" to Shawn and "happy trails" to Stacey. The event will be held from 5-9 p.m. and includes activities for the entire family, live and silent auction items, raffle prizes, a pie contest, and dancing. Further information about the party and VARD can be found at www.tetonvalleyadvocates.org.

PZC Term ends 9/30/2015