

Teton County Idaho Commissioners' Meeting Agenda
Monday, May 11, 2015 - 9:00am
150 Courthouse Drive, Driggs, ID – 1st Floor Meeting Room

9:00 **Meeting Called to Order** – Bill Leake, Chair *Amendments to agenda if any*

4th of July Fireworks Update – Doug Self

Emergency Management – Greg Adams

9:30 **Open Mic** *if no speakers, go to next agenda items*

DEPARTMENT BUSINESS

Public Works – Darryl Johnson

1. Solid Waste – Saul Varela, Supervisor
 - a. Staff Report
 - b. Landfill Cap
 - c. Waste Collection RFB
2. Road & Bridge – Clay Smith, Supervisor
 - a. Staff Report
 - b. 2915 Crack Seal Contract
 - c. Grader Lease/Purchase
3. Engineering
 - a. Project Update
 - b. Waterways/Vessel Fund – River Access Bathroom Contract

Treasurer – Beverly Palm

1. Resolution 2015-0511 Designation of Depositories
2. Investment Policy - DRAFT

Administrative Business

will be dealt with as time permits

1. Approve Available Minutes
2. Other Business
 - a. Senior Center Lunch Request
 - b. Fair Board Electronic Transaction Agreement
 - c. Revision to Credit Card Policy
 - d. Catering Permit – Animal Shelter
 - e. Certificates of Residency
 - f. JPO Millennium Grant Application
3. Committee Reports
4. Priorities Check-up
5. Claims

12:00 Elected Officials/Dept. Head Meeting

1. Long Range Planning – Future Needs/Cost Projections

1:15 **Executive Session** per IC§67-2345 (1)(d)
Indigent Matters (1 Hour)& (1)(b) Personnel

2:30 Planning & Building – Jason Boal, PA

1. Staff Report

Adjourn

Upcoming Meetings

May 20 – 10 am IAC Webinar: Bidding & Procurement

May 26 – 9 am Regular Meeting of the Board (TUESDAY)

June 3 – 10 am IAC Webinar: Legislative Review

June 8 – 9 am Regular Meeting of the Board



Teton County

Emergency Management & Mosquito Abatement

Department Report 4/9-5/8/2015



Projects Accomplished

Last week I published our Tier II notice in the Teton Valley News. Each year we are required to keep a list of the hazardous materials users in the County and have that list available to the public and publish a notice of where the list is available. This is to maintain our compliance with the Emergency Planning and Community Right-to-Know Act (EPCRA).

On April 15th I joined the City of Driggs Public Works department in assessing some of the hazardous materials users in the Rocky Road sub-division. They were evaluating possible contamination to the wastewater system and I was gaining a better understanding of our local hazardous materials risk.

Future Projects

On May 14th we will have our All-Hazards Mitigation Plan revision kick-off meeting at 6:30 PM at the Courthouse. This will be the first of four meetings for the project. At this meeting we will assess our local hazards and decide if we need to include any additional hazards that weren't in our previous plan.

After the events of 9-11 it became evident that interoperable communications between first responders was an area of concern and it became an important priority at the national level. After that event they created First Net and funded it with money from FCC frequency sales to cell phone providers. First Net was designed to create a nation-wide interoperable network for first responders. So far they haven't accomplished much, however they are beginning to propose plans on how they will proceed to create a nation-wide interoperable network for first responders. They are coming to Boise on May 21st to present their ideas to the State. They are paying for the travel costs for those that are attending the meeting. May I attend this meeting in order to gain a greater understanding of what their plans are and provide input on how such a project could be feasible in our jurisdiction?

On May 13th there will be a regional disaster drill that will be based on an earthquake scenario. I have been asked to evaluate the regions Mass Fatality operations that will be established at the Swan Valley Fire Station.

The used tire drive has come together and will occur on the 11th through the 16th in the City of Victor and on the 16th for Driggs and Tetonia. Thank you for supporting this project to help reduce our vulnerability to mosquito borne diseases.

Future Appointments

- | | |
|------|--|
| 5/13 | EIPH Regional Disaster Drill 8 to 2 |
| 5/14 | AHMP Kick-off Meeting 6:30 to 7:30 |
| 5/16 | MAD Tire Drive 8 to 5 |
| 5/21 | First Net Conference in Boise |
| 6/2 | 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

May 06, 2015

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 May 11, 2015 meeting.

Transfer Station Update

1. Weigh Master Position Available

Monica Hoth has submitted her resignation from Teton County Solid Waste and will be joining Teton County Fire Department to fill the position of Administrative Assistant. Monica's last day is the 18th of May. She was an asset to the Solid Waste Department and we wish her the best. TCSW&R has advertised the opening for the weigh master position.

2. Seasonal full time labor Position Update

The position has been posted in the paper, on the County's website, Craigslist and a flyer posted at the transfer station, but the interest is nonexistent at best. The individuals that submitted resumes did not respond when I requested for a County's employment application to be submitted.

3. Number of Vehicles Visiting the Transfer Station on Sat vs. Wed and Fri

The data attached provides a view of the received vehicles per day at the transfer station. Specifically it is comparing the months of October-2014 when Wednesdays and Fridays were not public days versus April – 2015 where all days are public days. The data shows that the vehicle count on Wednesdays and Fridays has increased with the new schedule by 45%, and has decreased on Saturdays by 31%. This is comparing Fall to Spring. Better data will be available in the future.

4. Clean Up of the Original Used Oil Sight Update

The original used oil containers did not have a secondary containment to eliminate soil contamination. A new site was chosen and a secondary containment was built as requested by Idaho Department of Environmental Quality (IDEQ). The original area will be excavated to remove any contaminated soil and properly disposed of. IDEQ requested that we notify them in advance so they can have an IDEQ representative present to monitor and test the soil to make sure all of the contaminated soil is removed. (See Attached)

5. BOCC Present at Spring Clean Up Event

The board of commissioners is invited to attend the Spring Clean up event and come along with the public on May 16th. The event will be from 8 am to 1 pm and the time slots are as follows: 1. 8 am – 10 am, 2. 10 am – 12 pm, 3. 12 pm to 1 pm.

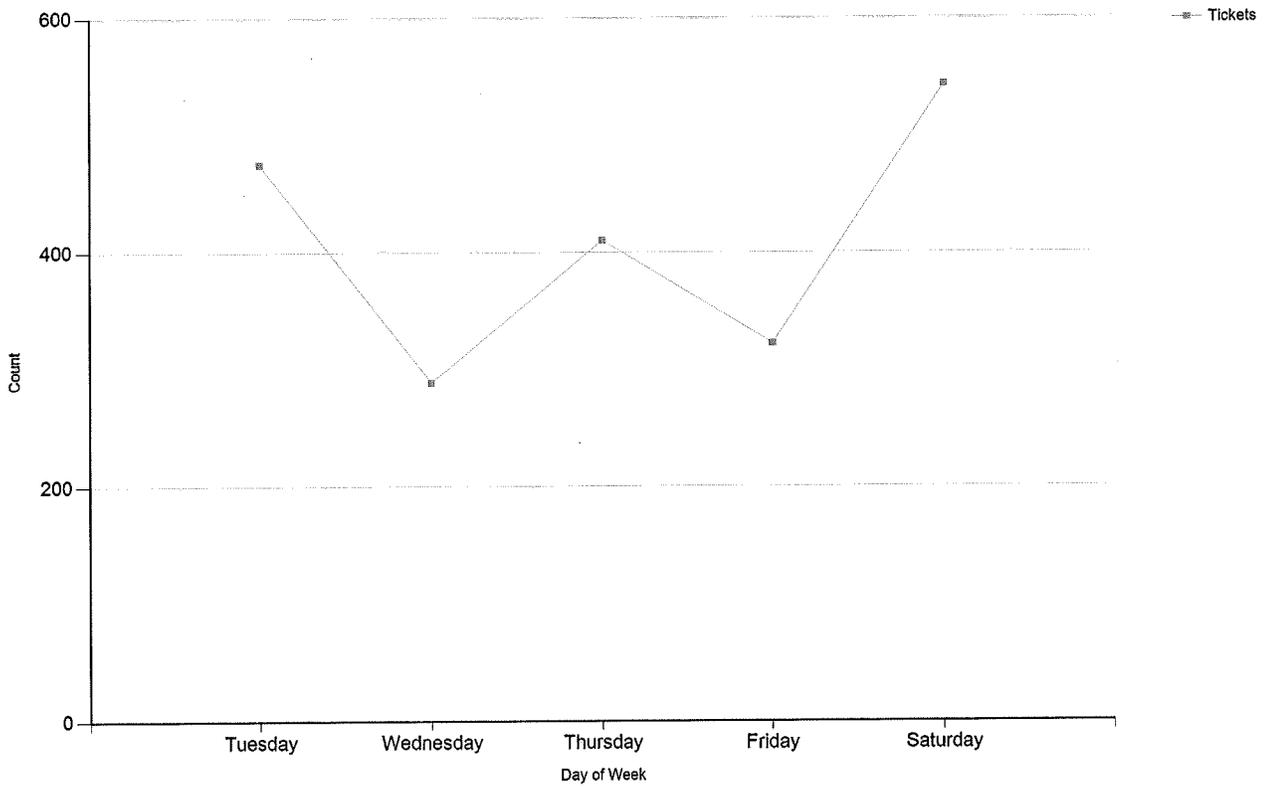
Landfill Update

6. Monitoring Well #8 to be installed in October of 2015 Update

The installation of ground water monitoring Well #8 was delayed last fall due to the unknowns of the cap rehabilitation. The new well is scheduled to be installed in October of 2015 to allow the water levels to drop. This will minimize any issues that could be faced with high water levels.

Ticket Count per Day of Week

04/01/2015 through 04/30/2015
Accounts 0 - 999999 types __ - Z
Materials ____ - ZZZZZZZZ types __ - ZZ
Sites 0 - 99



5/6/2015 9:38:49 AM

Ticket Count per Day of Week

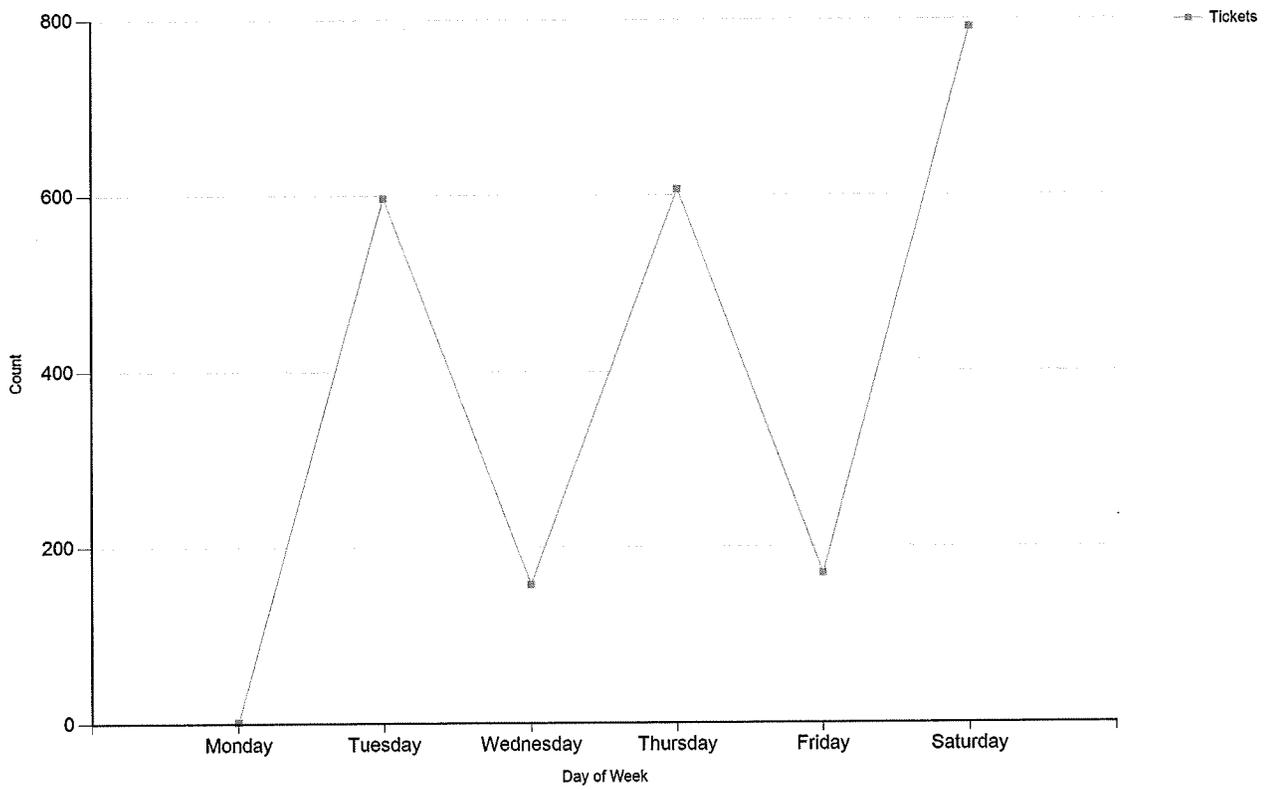
04/01/2015 through 04/30/2015
Accounts 0 - 999999 types __ - Z
Materials _____ - ZZZZZZZZZZ types __ - ZZ
Sites 0 - 99

Day of the Week	Ticket Count	Tonnage	Volume	Unit Count	Charge
Tuesday	475	241.45	0.00	10	15122.00
Wednesday	289	326.47	0.00	3	13643.00
Thursday	410	253.34	0.00	3	12424.00
Friday	322	250.09	0.00	25	9150.00
Saturday	543	115.80	0.00	29	6312.00
Total	2039	1187.15	0.00	70	56651.00

5/6/2015 9:38:49 AM

Ticket Count per Day of Week

10/01/2014 through 10/31/2014
Accounts 0 - 999999 types __ - Z
Materials _____ - ZZZZZZZZZZ types __ - ZZ
Sites 0 - 99



5/6/2015 9:36:03 AM

Ticket Count per Day of Week

10/01/2014 through 10/31/2014
Accounts 0 - 999999 types ___ - Z
Materials _____ - ZZZZZZZZZZ types ___ - ZZ
Sites 0 - 99

Day of the Week	Ticket Count	Tonnage	Volume	Unit Count	Charge
Monday	2	6.35	0.00	0	95.00
Tuesday	597	378.51	0.00	43	17567.00
Wednesday	158	225.64	0.00	12	12303.00
Thursday	607	320.21	0.00	25	16153.00
Friday	170	293.44	0.00	40	11152.00
Saturday	791	162.34	0.00	31	9151.00
Total	2325	1386.49	0.00	151	66421.00

From: Christy.Swenson@deq.idaho.gov
To: [Saul Varela](#)
Subject: RE: Cover on Secondary Containment for Used Oil Area
Date: Thursday, April 30, 2015 10:33:38 AM
Attachments: [image001.png](#)

Thank you for the advance notification – we will need to have a DEQ rep. present during the excavation .

Christy

From: Saul Varela [mailto:svarela@co.teton.id.us]
Sent: Thursday, April 30, 2015 10:11 AM
To: ntaylor@phd7.idaho.gov; Christy Swenson
Cc: Nathan Webster
Subject: Cover on Secondary Containment for Used Oil Area

Hi Nathan and Christy,

Attached are pictures of the cover installed on the used oil containment area which is now complete.

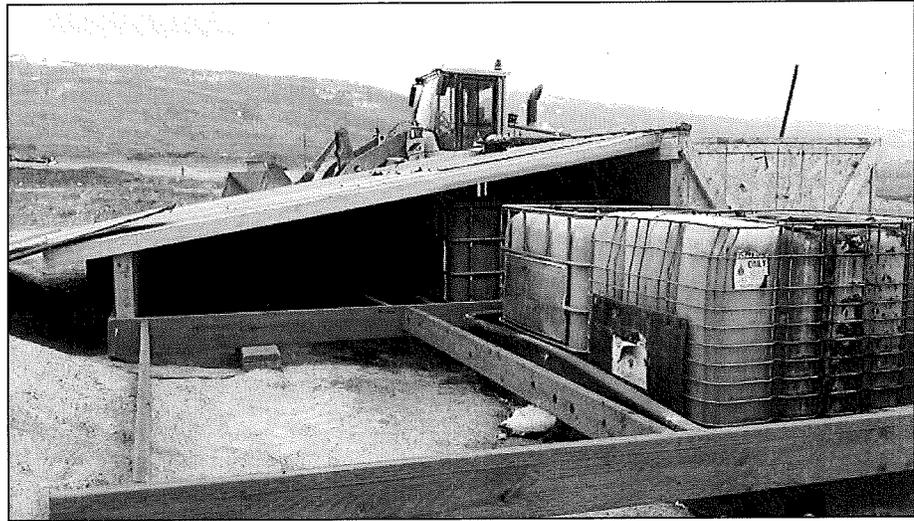
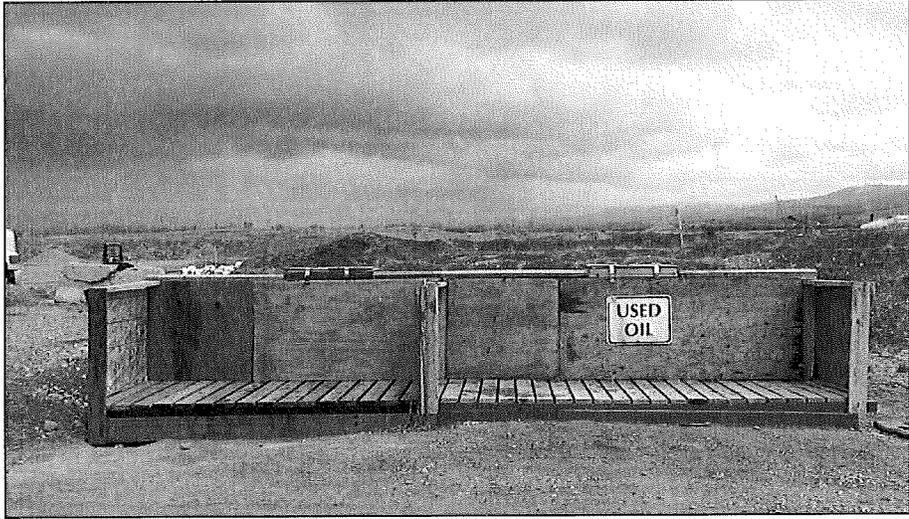
The majority of the material was salvaged from an existing structure at the old landfill that was no longer in use and from the Dimensional wood pile. The pressure treated lumber for the base was purchased.

We are planning on excavating the old used oil site. We will notify you in advance of when we plan on doing this.

Thank you.

Saul Varela, Supervisor
Teton County Solid Waste & Recycling
Mailing: 150 Courthouse Drive
Physical: 1088 Cemetery Road
Driggs, Id 83422
Office: (208)354-3442
Cell: (208)534-8710







WK: 208-354-0245
djohnson@co.teton.id.us

**Public Works Department
MEMORANDUM**

150 Courthouse Drive
Driggs, ID 83422

May 6, 2015

TO: Board of County Commissioners
FROM: Teton County Public Works Director – Darryl Johnson, PE, PLS
SUBJECT: Public Works Update

The following items are for your review and discussion at the May 11, 2015 meeting.

SOLID WASTE

Please see the attached update from the SW Supervisor.

Landfill Cap Update: The Teton County Landfill Cap Rehabilitation Project is being publicly advertised in the TVN, published on 4/30 and 5/7. A pre-bid conference is scheduled for May 7 at 2:00 p.m. Bids will be received until May 15, 2015 at 2:00 p.m. Bids will be opened at 2:05 on May 15, 2015. An update on the pre-bid conference will be given at the BoCC meeting.

Waste Collection Procurement Committee: I am working with the prosecuting attorney and solid waste supervisor to complete the Request for Bids and contract. I hope to submit a recommendation to the BoCC for discussion at the May 26th BoCC meeting.

ROAD & BRIDGE

Road & Bridge Crews:

- Crews have begun gravel maintenance on W9000S and W9500S.
- Chip seal patching continues
- Dust Abatement/Gravel Stabilization is being scheduled

Crack Seal Contract: Bids were solicited for 2015 Crack Seal Efforts. Bids were not available at the time this report was submitted. Last year's contract was for \$19,360. A motion to approve awarding the 2015 Crack Seal Contract to the lowest responsible bidder will allow work to begin immediately. Work will need to be completed by June 10, 2015

ACTION ITEM: Motion to approve the 2015 Crack Seal Contract to the lowest responsible bidder.

Grader Lease/Purchase: This is a continuation from the 4/27/2015 BoCC meeting. Road & Bridge 1993 CAT grader (currently has 9729 hours) is scheduled for replacement beginning in

2015 FY with the trade in value going towards year 1 payment. Western States Equipment has approached R&B with the lease option attached. Basic agreement terms are as follows:

Trade in value for 1993 CAT grader	\$74,000
Pull Behind Walk & Roll	(\$24,950)
Year 1 Payment	(\$49,050)
Year 2-5 Payment	(\$24,071.68)
Year 6 Balloon Payment (optional) (Typically financed additional 5-6 years)	(\$200,000)

The pull behind walk & roll is a recommendation from the Road & Bridge Review Committee. This will allow a grader to roll/compact the road as they grade and eliminate the need for a second person to operate a roller/compactor.

Teton County would piggyback off of the East Side Highway District contract for lease/purchase of this grader. Terms of the sales agreement are attached. This price quote is good through the month of May.

Road & Bridge is working with Western States Equipment to identify payment options, i.e. a 3 year lease/purchase agreement with payoff in year 4. Feedback from Western States regarding agreement options had not been received by the time this report was submitted. An update regarding agreement options will be provided at the BoCC meeting.

ACTION ITEM: Motion to approve the lease/purchase agreement for a 2014 140M2 Motor Grader as outlined in the Western States Equipment Company.

ENGINEERING

E5000S Road Reconstruction: Anticipate the completion of bid documents by mid-May. Hope to advertise for bids in May

W6000S Road Reconstruction: Continue efforts compiling required information requested by the Corps of Engineers.

River Access Bathrooms: Bids were due on 5/6 for seasonal portable toilets at 4 access points along the Teton River; South Bates Road, Bates Road, Old Rightaway Road and Packsaddle Road. Funding is through the Waterways/Vessel Fund. Contract will be awarded to the lowed bidder and toilets will be ordered immediately.



SALES AGREEMENT

DATE Feb 13, 2015

WESTERN STATES EQUIPMENT COMPANY, 500 E.OVERLAND ROAD, MERIDIAN, ID 83642

PURCHASER STREET ADDRESS CITY/STATE POSTAL CODE		TETON COUNTY ROAD & BRIDGE ATTN: BRUCE ZOHNER 70 W N BUXTON DRIGGS, ID COUNTY TETON (90S) 83422 PHONE NO. 208 354 2932		S H I P T O	
T O C USTOMER CONTACT:		EQUIPMENT PRODUCT SUPPORT		CLAY SMITH CLAY SMITH	
INDUSTRY CODE:		COUNTY GOVERNMENT (P392)		PRINCIPAL WORK CODE GOVERNMENTAL (A30)	
CUSTOMER NUMBER 8642800		Sales Tax Exemption # (if applicable) N/A		CUSTOMER PO NUMBER	
(All terms and payments are subject to Finance Company - OAC approval)					
PAYMENT TERMS:					
NET PAYMENT ON RECEIPT OF INVOICE <input type="checkbox"/>		NET ON DELIVERY <input type="checkbox"/>		FINANCIAL SERVICES <input type="checkbox"/> CSC <input type="checkbox"/> LEASE <input type="checkbox"/>	
CASH WITH ORDER \$0.00		BALANCE TO FINANCE \$0.00		CONTRACT INTEREST RATE 0%	
PAYMENT PERIOD		PAYMENT AMOUNT		NUMBER OF PAYMENTS	
				OPTIONAL BUY-OUT \$0.00	
DESCRIPTION OF EQUIPMENT ORDERED / PURCHASED					
MAKE: CATERPILLAR		MODEL: 140M2 ARD		YEAR: 2014	
STOCK NUMBER: G028475		SERIAL NUMBER: 0M9J00932			
140M2 ARD MOTOR GRADER		353-2924		SNOW ARRANGEMENT 391-8971	
HEATER, ENGINE COOLANT, 120V		249-5516		ANTIFREEZE WINDSHIELD WASHER 0P-1939	
BASE & 5 (MM, WT, DAL, FL, RIP)		309-9871		ROLL ON-ROLL OFF 0P-2265	
PRECLEANER (SNOW)		324-5355		LANE 3 ORDER 0P-9003	
STARTER, ELECTRIC, HEAVY DUTY		325-6336		GLOBAL ARRANGEMENT, LOW AMBIENT 363-3910	
MIRRORS, OUTSIDE HEATED		344-0984		RIPPER-SCARIFIER, REAR 324-0889	
MOLDBOARD, 14' PLUS		349-3048		ACCUMULATORS, BLADE LIFT 358-9338	
WEATHER, COLD PLUS		353-3332		LANGUAGE, ENGLISH 310-0725	
MOUNTING, FRONT LIFT		359-3925		GRADE CONTROL X SLOPE 364-3747	
INSTALLATION AR BOX FRAME		362-6011		CAMERA, REAR VISION 391-2914	
GUARD, TRANSMISSION		366-2459		TIRES, 17.5R25 MX XSR0+ 1* MF 252-0779	
ARTICULATION GUARD		368-6239		S WNG 140M - G024118 G024118	
PRODUCT LINK, SATELLITE PL321		373-6739		L GRP 160M - U008935 U008935	
CAB, PLUS (STANDARD GLASS)		389-7322			
COMFORT PACKAGE		391-8968			
YEAR	TRADE-IN EQUIPMENT	SERIAL NO.	Sell Price		\$311,275.00
			Warranty		Included
			WR90-3 Roller Packer w/Quick Attach		\$24,950.00
			After Tax Balance		\$336,225.00
ALL TRADE-INS ARE SUBJECT TO EQUIPMENT BEING IN "AS INSPECTED CONDITION" BY VENDOR AT TIME OF DELIVERY OF REPLACEMENT MACHINE PURCHASE ABOVE.					
GROSS TRADE ALLOWANCE _____					
PAYOUT TO _____ AMOUNT OWING _____					
CUSTOMER TO PAYOUT <input type="checkbox"/> WESTERN STATES CO. TO PAY OUT <input type="checkbox"/>					
PURCHASER HEREBY SELLS THE TRADE-IN EQUIPMENT DESCRIBED ABOVE TO THE VENDOR AND WARRANTS IT TO BE FREE AND CLEAR OF ALL CLAIMS, LIENS, MORTGAGES AND SECURITY INTEREST EXCEPT AS SHOWN ABOVE.					
<input checked="" type="checkbox"/> CATERPILLAR EQUIPMENT WARRANTY		INITIAL _____		<input type="checkbox"/> USED EQUIPMENT WARRANTY	
				INITIAL _____	
The customer acknowledges that he has received a copy of the Western States Co./Caterpillar Warranty and has read and understood said warranty. Scheduled oil sampling (S.O.S.) is mandatory with this warranty. The customer is responsible for taking oil samples at designated intervals from all power train components and failure to do so may result in voiding the warranty.					
Warranty applicable including expiration date where necessary: 12 months Unlimited hours full machine					
Tier 4 - Governmental Failsafe 60 Mos/5,000 Hrs - Governmental					
<input type="checkbox"/> ALLIED WARRANTY		SIGNATURE _____			
CSA: _____					
NOTES: _____					

THIS AGREEMENT IS SUBJECT TO THE TERMS AND CONDITIONS ON THE REVERSE

ORDER RECEIVED BY Denton Wilde REPRESENTATIVE WESTERN STATES EQUIPMENT COMPANY APPROVED AND ACCEPTED ON TETON COUNTY ROAD & BRIDGE PURCHASER

BY _____ SIGNATURE _____ PURCHASER

TERMS AND CONDITIONS

1. METHODS OF ACCEPTANCE and TERMS OF AGREEMENT: This Machine Sales Order ("MSO") is an offer for the sale of the equipment and attachments described on the face hereof (referred to herein generally as "equipment" and "goods" interchangeably) to Customer under the terms and conditions specified herein. This offer may be accepted by (1) the execution of this MSO by a representative of Customer or (2) Customer's verbal or written authorizations or conduct consistent with prior course of dealing between the parts authorizing WSECO to take action to fulfill this order, or (3) the commencement of manufacture or shipment of the goods or services specified in this Order, whichever of the foregoing first occurs. Acceptance of this offer is limited to the express terms stated in this Order. Any proposal in Buyer's acceptance for additional or different terms or any attempt by Customer to vary in any degree any of the terms or any attempt by Customer to vary in any degree any of the terms of this offer is objected to and hereby rejected, but such proposals shall not operate as a rejection of this offer, unless such variances are in the terms of the description, quantity, price or delivery schedule of the goods or services, but shall be deemed a material alteration of this Order and this offer shall be deemed accepted by Seller without said additional or different terms. Once accepted, this Order shall constitute the entire agreement between WSECO is not bound by any representation or agreements, express, or implied, oral or otherwise, which are not stated within this agreement or contained in a separate writing supplementing this agreement and signed by authorized agents of both WSECO and Customer.

2.TIME OF DELIVERY and SHIPPING: Orders for equipment are processed in the order of their acceptance by WSECO and WSECO will use its reasonable efforts to deliver the equipment to You on the scheduled delivery date on the face hereof. However, shipping and delivery dates are acknowledged to be estimates only and dependent upon many factors outside of WSECO's control including, but not limited to, the manufacturer's production schedule, material and labor shortages, shipping delays and various other unrelated factors. WSECO is not liable for delays or damages caused by delays in delivery or shipment of the equipment, unless stated on the face of this order to the contrary. You are responsible for all freight, shipping, loading and unloading costs.

3.To secure Customer's obligations under this agreement and to secure all of Customer's present or future debts, obligations or liabilities of whatever nature to WSECO, Customer grants to WSECO a security interest in the goods described on the reverse side hereof, together with any attachments or accessions thereto and proceeds from the sale or lease thereof. Customer agrees to deliver to WSECO, properly executed, any certificate of title or other document or instrument required by WSECO to perfect WSECO's security interest as created in this paragraph. Customer also authorizes WSECO to file financing statement(s) with respect to the security interest granted herein.

4.Risk of loss of the goods shall pass to Customer as soon as the goods are properly loaded on the carrier. WSECO's responsibility for shipment ceases upon delivery of the goods to a transportation company. Customer shall carry such fire and other insurance as necessary to protect its interest and the interest of WSECO. Any claim by Customer for shortage in shipment shall be made within fifteen (15) days after receipt of the shipment. It is specifically agreed that the risk of loss shall not be altered by the fact that the conduct of either party hereto may constitute a default or breach. The shortage in shipment notice must be in writing within fifteen (10) days and further, shortage in shipment is not deemed to constitute a nonconformity

5.Any notices pertaining to rejection or claims of nonconformity must be made in writing specifying in detail Customer's objections and such notices must be delivered within ten (10) days after delivery of the goods. It is agreed that in the event of rejection, Customer may in no event resell the goods, even in the absence of instructions from WSECO, and Customer will store the goods or reship the goods to WSECO. Should Customer sell the goods, such sale shall be deemed an unequivocal acceptance of the goods. If Customer accepts goods tendered under this agreement, such acceptance shall be final and irrevocable; no attempted revocation shall have any effect whatsoever.

6.No right or interest in this agreement shall be assigned by Customer without the written permission of WSECO, and no delegation of any obligation owed or of the performance of any obligation by Customer shall be made without written permission of WSECO. Any attempted assignment or delegation by Customer shall be wholly void and totally ineffective for all purposes unless made in conformity with this paragraph.

7.WSECO shall have all rights and remedies provided in the Uniform Commercial Code and in any other document executed in connection with this agreement. Customer agrees to pay all costs incurred by WSECO in enforcing this agreement or any of its provisions, including without limitation reasonable attorney's fees and costs and all costs of reclaiming the goods, whether or not legal action is commenced. In the event the goods are reclaimed, Customer agrees that WSECO may bid on the goods and that a commercially reasonable price for said reclaimed goods, a public sale, may be determined by WSECO based upon current national auction values, market trends relating to supply and demand, and related factor, for goods of similar type and condition.

8.CANCELLATION/TERMINATION: This Order may be canceled by Customer only with WSECO's written consent and then only upon such terms as will protect Seller from any loss. This Order may be cancelled by WSECO in the event of any default by Customer or in the event Customer fails, upon WSECO's request, to provide reasonable assurances of future performance.

9.PERMISSIBLE VARIATIONS: All goods shall be subject to the standard manufacturing and commercial variation and practices of the Manufacturer of the goods of WSECO. In the event of shipment of non-conforming goods, WSECO shall be given a reasonable opportunity to replace the goods with those which conform to the order.

10. FORCE MAJEURE: a) WSECO shall not be responsible or liable for any delay or failure to delivery any or all of the goods and/or performance of the services of such delay or failure is caused by any act of God, fire, flood, inclement weather, explosion, war, insurrection, riot, embargo, statute, ordinance, regulation or order of any government or agent thereof, shortage of labor, material fuel, supplies or transportation, strike or other labor dispute, or any other cause, contingency, occurrence or circumstance of any nature, whether or not similar to those herein before specified beyond WSECO's control, which prevents, hinders or interferes with manufacture, assembly or delivery of the goods or performance of the services. Any such cause, contingency, occurrence or circumstances shall release WSECO from performance of its obligations hereunder.

11. VENUE: Venue for any disputes between the parties will be in Ada County, Idaho and in state court for legal proceedings Purchasers waives right to remove any legal action from the court originally acquiring jurisdiction.

12. This machine may be equipped with a wireless data communication system, such as Product Link. In such case, I understand data reflecting the machine performance, condition and operation is being transmitted to Caterpillar/Western States Equipment Co. to better serve me and to improve upon Caterpillar products and services. This data may include, but is not limited to: fault codes, emissions data, fuel usage, service meter hours, software and hardware version numbers and installed attachments. Neither Caterpillar nor Western States Equipment Co. will sell, rent or share collected information to any other third party, and will exercise reasonable efforts to keep the information secure. Caterpillar Inc. and Western States Equipment Co. recognize and will respect customer privacy. I agree to allow this data to be accessed by Caterpillar and Western States Equipment Co. within normal, accepted business practices.

EXHIBIT 2
 Concluding Payment Schedule to
 Governmental Agreement

Quote number 453-6826

Dated _____, 20__

between
 Caterpillar Financial Services Corporation
 and
 Teton County Road & Bridge

Description of Unit: 1 Caterpillar 140M2AWD serial # M9J00932

Number of Payments Made	Beginning Balance	Payment Amount	Balloon	Interest 2.95000%	Concluding Payment (*)
1	311,575.00	49,050.00	0.00	0.00	262,525.00
2	262,525.00	24,071.68	0.00	7,744.49	246,197.81
3	246,197.81	24,071.68	0.00	7,262.83	229,388.96
4	229,388.96	24,071.68	0.00	6,766.98	212,084.26
5	212,084.26	24,071.68	0.00	6,256.48	194,269.06
6	194,269.06	0.00	200,000.00	5,730.94	0.00
		<u>145,336.72</u>	<u>200,000.00</u>	<u>33,761.72</u>	

(*) Does not include any rent payment or other amount then due.

Initialed: _____
 (Lessee)

Caterpillar Financial Services Corporation

Finance Proposal

CUSTOMER

Name: Teton County Road & Bridge

Address
 City
 State
 Zip code
 County

Good if:
 Acknowledged by May-14-15
 Funded by May-14-15

DEALER

WESTERN STATES EQUIPMENT CO.
 Sales person DENTON WILDE
 Dealer contact
 Telephone

Quote number 453-6826
 Fax number
 Quote date 03/19/2015
 Quote time 15:35:08

FINANCE PROPOSAL

This is Caterpillar Financial Services Corporation's confirmation of the following finance proposal. This is a proposal only and is subject to credit approval, execution of documentation, and execution and approval of the application survey.

Financing type GOVERNMENTAL Quoted by GrechEP
 Number of payments 5 Annual Report created by GrechEP
 Payments in Advance

	Model	Ann. Hours	Qty	Sale Price	Down Payment	Amount Financed	Payment	Balloon	Fixed Rate
New	140M2AWD	500	1	337,225.00	25,950.00	311,575.00	Amort. sch.	200,000.00	2.9500

Special Conditions:

140M2AWD
 Serial Number - M9J00932, Model Year - 2014, Standard Environment; Major Attachments-Cab, Air Conditioning; Blades/Buckets/Rippers-Straight Blade

CONDITIONS

Insurance: The customer must provide evidence of physical damage and liability insurance in an amount and from an insurance carrier satisfactory to CFSC. CFSC must be named on the policies, as loss payee and additional insured, as applicable, and a certificate of insurance, in form and substance acceptable to CFSC, must be provided to CFSC.

Taxes: All taxes are the responsibility of the customer and may or may not be included in the above payment amount.

Equipment: The equipment cannot be delivered until all documents are executed by CFSC. All equipment must reside in the United States at all times.

Approval: This proposal is subject to, among other things, final pricing, credit approval and document approval by CFSC.

The terms and conditions outlined herein are not all-inclusive and are based upon information provided to date. This proposal may be withdrawn or modified by Lessor at anytime. This proposal does not represent an offer or commitment by CFSC to enter into a transaction or to provide financing, and does not create any obligation for CFSC. A commitment to enter into the transaction described herein may only be extended by CFSC after this transaction has been approved by all appropriate credit and other authorities within CFSC.

Please indicate your acceptance of this proposal by executing this proposal and returning it to my attention along with the Proposal Fee at the address below. Please be sure to indicate which financing option you have accepted.

Caterpillar Financial Services Corporation
 2120 West End Avenue, Nashville, TN 37203
 (615)-341-1000

We appreciate the opportunity to provide you a proposal for this transaction.

Proposed by:

Acknowledged by:

Caterpillar Financial Services Corporation

Teton County Road & Bridge

Date



ADVERTISEMENT TO BID

RECEIPT OF BIDS: Sealed bids for construction of the Teton County Landfill Cap Rehabilitation Project will be received at the office of the Teton County Clerk, 150 Courthouse Drive #208, Driggs, Idaho 84322 until May 15, 2015 at 2:00 p.m. and then at said office publicly opened and read aloud.

OBTAINING CONTRACT DOCUMENTS: Copies of the CONTRACT DOCUMENTS may be obtained on or after April 30, 2015 at the office of the ENGINEER (Rexburg) upon payment of \$40.00 for each set, none of which will be refunded. Upon purchase of the Contract Documents, Bidders will be placed on the plan holders list. Acknowledgment on the plan holders list is mandatory for all bidders.

The CONTRACT DOCUMENTS may be examined at the following locations:

Engineers Office: (Forsgren Associates)
350 N 2nd E
Rexburg, Idaho
Contact: Kevin Harris, P.E.

Teton County, Idaho
150 Courthouse Drive #208
Driggs, ID 83422

DESCRIPTION OF WORK: Project primarily consists of earthwork required for rehabilitation of the landfill cap at the Teton County, Idaho Landfill.

PRE-BID CONFERENCE: A pre-bid conference will be held on May 7, 2015 at 2:00 p.m. at Teton County Courthouse, 150 Courthouse Drive, Driggs, ID 83422. Representatives of the OWNER and ENGINEER will be present to discuss the project. Attendance is recommended for all bidders.

BID BOND: Each proposal must be submitted on the prescribed form and accompanied by Bid Bond in the form of a certified cashier's check or a corporate bid bond executed on the prescribed form, payable to Teton County, Idaho in an amount not less than five percent (5%) of the amount bid. The Successful BIDDER will be required to furnish Performance and Payment Bonds, each in the amount not less than 100% of the contract price.

ADDRESS AND MARKING OF BID: The envelope enclosing the bid shall be sealed and addressed to Teton County, Idaho and delivered or mailed to 150 Courthouse Drive #208, Driggs, ID 83422. The envelope shall be plainly marked in the upper left-hand corner with the name and address of the bidder and shall bear the words "Bid for," followed by the title of the Contract Documents for the work and the date and hour of opening of bids. The certified or cashier's check, money order, or bidder's bond shall be enclosed in the same envelope with the bid.

OTHER REQUIREMENTS: In accordance with Idaho Code Section 67-2805 (3), Category A, Teton County, Idaho requests bids from licensed public works contractors.

PROJECT ADMINISTRATION: All questions relative to this project prior to the opening of bids shall be directed, in writing, to the ENGINEER for the project. It shall be understood, however, that no interpretations of the specifications will be made by telephone.

OWNER

Teton County, Idaho
150 Courthouse Drive
Driggs, ID 83422
Telephone: (208) 354-8780
Contact: Darryl Johnson, P.E.
Email: djohnson@co.teton.id.us

ENGINEER

Forsgren Associates, Inc.
350 North 2nd East
Rexburg, ID 83440
Telephone: (208) 356-9201
FAX: (208) 356-0206
Contact: Kevin Harris, P.E.
Email: kharris@forsgren.com

OWNER'S RIGHTS RESERVED: The OWNER reserves the right to waive any informalities or to reject any or all bids, if in the best interest of the OWNER.



RESOLUTION 2015-0511
DESIGNATION OF COUNTY DEPOSITORIES

WHEREAS, Idaho Code 57-110 requires the Board of County Commissioners to authorize “Designated Depositories” located within the state for use by the Treasurer;

WHEREAS, Idaho Code 57-127 requires the Treasurer to deposit all public moneys into a designated depository;

NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners hereby declare the Designated Depositories for Teton County to be any national bank, state bank, trust company, federal savings and loan association, state savings and loan association, federal credit union or state credit union, located in the state, which includes:

Bank of Commerce
Key Bank
US Bank
Wells Fargo

Unanimously adopted by the Teton County Board of Commissioners on May 11, 2015.

CHAIRMAN: _____
Bill Leake

ATTEST: _____
Mary Lou Hansen, Clerk



Investments

This policy is intended to establish guidelines for the management of operating funds, bond proceeds and other funds accounted for in the financial statements for Teton County. Safety, liquidity and yield--in that order--are the top three priorities of this policy.

1. **Safety.** Safety and protection of the principal monies is the foremost objective of the county's investment program.
2. **Liquidity.** The investment portfolio shall remain sufficiently liquid to enable the county to meet the current and projected cash flow requirements of Teton County.
3. **Yield.** The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

Investment Committee. The county Treasurer is a custodian of the public confidence and is responsible for investing idle and surplus monies. A two-person county Investment Committee is hereby established, consisting of the Treasurer and one designated member of the Board of County Commissioners.

Standards of Care. The Standards to be used by investment personnel will be as provided in Idaho Code Title 57. This concept will be applied in the context of managing the overall portfolio.

Ethics. Officers involved with the investment process shall refrain from engaging in personal business activities affected by their duties and responsibilities as investors of public funds, that could conflict with the proper execution and management of the investment program, or that could impair their ability to impartial decisions.

Investment Guidelines. The Treasurer is authorized to work with individual financial institutions, or with a licensed broker-dealer. However, all County funds must be placed into designated depositories as provided in Resolution 2015-0511. Funds must also be invested in accordance with this Investment Policy and with Idaho Code 67-1210. The benchmark investment for Teton County shall be the State of Idaho's Local Government Investment Pool (State Pool), managed by the State Treasurer according to a duly adopted Investment Policy.

Operating monies for the County will continue to be held in an overnight sweep account. The balance may be put into diversified investment accounts but such accounts must be structured to meet the reasonably anticipated financial needs of the County, as determined by the Investment Committee.

Wherever possible, the Treasurer will diversify its investment portfolio in order to eliminate the risk of loss resulting from over concentration of assets. In establishing specific diversification strategies, the following general policies and constraints apply:

1. Portfolio maturities should be staggered in a way that avoids undue concentration of assets in a specific maturity sector. Maturities that provide stability of income and reasonable liquidity shall be selected.
2. Liquidity practices to ensure that the next disbursement date and payroll date are covered through maturing investments or cash on hand shall be used at all times.
3. Securities should be purchased with the intent of holding them to maturity.
4. No more than 50% of the county's total funds shall be invested in any one institution, other than in the State Pool.

Review of Policy. The Investment Committee shall review this policy at least once every two years to assure consistency with overall objectives and current financial trends.

Reporting. The Treasurer shall provide periodic investment reports to the County Commissioners. The reports shall provide a clear picture of the status of the current investment portfolio.



FROM: Planning Staff, Jason Boal
TO: Board of County Commissioners
RE: Planning & Building Department Update
MEETING: May 11, 2015

Long-Range Projects:

- Land Use Code Revisions
 - 5-1: we received a draft code from Code Studio. It had the incorrect rural zones in it.
 - PZC will start on the draft code revision process in order to start the public outreach in a timely manner.
 - We are utilizing tetonvalleycode.org for updates, as well as the county website.

Summer Hours- I would like to propose summer hours for my department. We would open 5 days a week from 8am-5pm, but we would have lighter staffing on Fridays. Tom and Wendy would alternate Fridays off, and Kristin and I would alternate Fridays off. Every employee would work between 8.75 to 9 hours a day, so the extra accrued time would be used for the one day off every 2 week. I have been working with Mary Lou on a solution.

PZC Seat Vacancy- We did receive notice of Mr. Moeller's resignation from the Planning and Zoning Commission. I feel we should have a discussion about the PZC seats and how they are filled.

- 1) I wanted to bring to the BoCC's attention that there will be four (4) additional seats vacant at the end of September. Two of those seats were set to be the 8th and 9th seats added for the code writing project.
 - a. Do we fill the seat now, or wait until September to fill it.
 - b. If we do fill it now we could use the previous list, or advertise again.

- 2) The PZC has expressed some concern with the process that is used to fill the vacant seats (see attached emails).

As the PZC Chair put it- "While well intentioned, I think having the whole PZC review the applicants and make recommendations is counterproductive. The selection process simply becomes an issue that highlights the differences on the commission and does little to insure the effectiveness of the PZC. Individual members of the commission base their votes on what they sincerely believe will make the PZC "better", which generally comes down to where a given applicant sits on the political spectrum or their public stance on planning issues."

This may be an appropriate time to review the application process and make necessary changes prior to filling any positions.

Jason Boal

From: [REDACTED]
Sent: Monday, April 27, 2015 8:52 AM
To: Kelly Park; Cindy Riegel; Dawn Felchle; Kristin Rader; Wendy Danielson; Bill Leake; Jason Boal
Cc: 'Bruce Arnold'; 'Chris Larson'; 'Cleve Booker'; 'David Breckenridge'; 'Marlene Robson'; 'Pete Moyer'; 'Sarah Johnston'
Subject: Pzc replacement

Dear Commissioners,

We have another opening on the pzc committee and I thought I would take this opportunity to comment on the current replacement policy. The current policy, while it has been in effect for several years was not fully implemented until a couple years ago. While well intentioned, I think having the whole pzc review the applicants and make recommendations is counter productive. The selection process simply becomes an issue that highlights the differences on the commission and does little to insure the effectiveness of the pzc. Individual members of the commission base their votes on what they sincerely believe will make the pzc "better", which generally comes down to where a given applicant sits on the political spectrum or their public stance on planning issues.

PZC appointments are political appointments. The BoCC generally picks people that agree with their philosophy on land use issues. To be fair, this is not the only criteria used, but it plays a huge role. I am not saying that this is a good thing or bad thing, it is just the nature of the beast. Since we started using the new policy fully the majority of the appointments made by the BoCC were not the one's the pzc recommended. The recommendations of the pzc seem to do little to help the BoCC in their decisions and only seem to make the process more political.

The county holds election for the BoCC every two years. The voters make their decision then on how they want the county to function. The BoCC, with input from the planning staff, should just make their choice and leave the sitting members of the pzc out of the process. This will, I believe, isolate the pzc from the political mudslinging and let the committee members focus on doing their jobs.

Thank you for your time,
Dave Hensel

Jason Boal

From: Pete Moyer <[REDACTED]>
Sent: Monday, April 27, 2015 10:07 AM
To: dhensel@silverstar.com; Kelly Park; Cindy Riegel; Dawn Felchle; Kristin Rader; Wendy Danielson; Bill Leake; Jason Boal
Cc: 'Bruce Arnold'; 'Chris Larson'; 'Cleve Booker'; 'David Breckenridge'; 'Marlene Robson'; 'Sarah Johnston'
Subject: RE: Pzc replacement

Thanks Dave, I think you have stated my opinion perfectly.

Pete Moyer

From: [REDACTED]
Sent: Monday, April 27, 2015 8:52 AM
To: 'Kelly Park'; 'Cindy Riegel'; 'Dawn Felchle'; 'Kristin Rader'; 'Wendy Danielson'; 'Bill Leake'; 'Jason Boal'
Cc: 'Bruce Arnold'; 'Chris Larson'; 'Cleve Booker'; 'David Breckenridge'; 'Marlene Robson'; 'Pete Moyer'; 'Sarah Johnston'
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Thank you for your time,
Dave Hensel

Jason Boal

From: Chris Larson <[REDACTED]>
Sent: Monday, April 27, 2015 10:16 AM
To: Pete Moyer; [REDACTED]; Kelly Park; Cindy Riegel; Dawn Felchle; Kristin Rader; Wendy Danielson; Bill Leake; Jason Boal
Cc: 'Bruce Arnold'; 'Cleve Booker'; 'David Breckenridge'; 'Marlene Robson'; 'Sarah Johnston'
Subject: Re: Pzc replacement

Dave et al,

I concur with Pete and your position as stated below.

Chris

From: Pete Moyer
Sent: Monday, April 27, 2015 10:07 AM
To: dhensel@silverstar.com ; 'Kelly Park' ; 'Cindy Riegel' ; 'Dawn Felchle' ; 'Kristin Rader' ; 'Wendy Danielson' ; 'Bill Leake' ; 'Jason Boal'
Cc: 'Bruce Arnold' ; 'Chris Larson' ; 'Cleve Booker' ; 'David Breckenridge' ; 'Marlene Robson' ; 'Sarah Johnston'
Subject: RE: Pzc replacement

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Pete Moyer

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Sent: Monday, April 27, 2015 8:52 AM
To: 'Kelly Park'; 'Cindy Riegel'; 'Dawn Felchle'; 'Kristin Rader'; 'Wendy Danielson'; 'Bill Leake'; 'Jason Boal'
Cc: 'Bruce Arnold'; 'Chris Larson'; 'Cleve Booker'; 'David Breckenridge'; 'Marlene Robson'; 'Pete Moyer'; 'Sarah Johnston'
Subject: Pzc replacement

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Jason Boal

From: Bruce Arnold [REDACTED]
Sent: Monday, April 27, 2015 1:50 PM
To: [REDACTED]
Cc: Kelly Park; Cindy Riegel; Dawn Felchle; Kristin Rader; Wendy Danielson; Bill Leake; Jason Boal; Chris Larson; Cleve Booker; David Breckenridge; Marlene Robson; Pete Moyer; Sarah Johnston
Subject: Re: Pzc replacement

Good job Dave. I agree totally with your comments.

Thank You,

Bruce

208-390-2537

Sent from my iPhone

On Apr 27, 2015, at 8:51 AM, [REDACTED] wrote:

Dear Commissioners,

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Thank you for your time,
Dave Hensel

Jason Boal

From: bookergrey <[REDACTED]>
Sent: Monday, April 27, 2015 4:29 PM
To: [REDACTED]; Kelly Park; Cindy Riegel; Dawn Felchle; Kristin Rader; Wendy Danielson; Bill Leake; Jason Boal
Cc: 'Bruce Arnold'; 'Chris Larson'; 'David Breckenridge'; 'Marlene Robson'; 'Pete Moyer'; 'Sarah Johnston'
Subject: RE: Pzc replacement

Dave,

I agree with you comments. Like to add that I feel we have a strong board with common interests and would like to see the continuity present continue to move forward with completing the code. Cleve

From: [REDACTED]
Sent: Monday, April 27, 2015 8:52 AM
To: 'Kelly Park'; 'Cindy Riegel'; 'Dawn Felchle'; 'Kristin Rader'; 'Wendy Danielson'; 'Bill Leake'; 'Jason Boal'
Cc: 'Bruce Arnold'; 'Chris Larson'; 'Cleve Booker'; 'David Breckenridge'; 'Marlene Robson'; 'Pete Moyer'; 'Sarah Johnston'
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Thank you for your time,
Dave Hensel



This email has been checked for viruses by Avast antivirus software.
www.avast.com

Jason Boal

From: Marlene Robson [REDACTED]
Sent: Tuesday, April 28, 2015 8:09 AM
To: [REDACTED] Kelly Park; Cindy Riegel; Dawn Felchle; Kristin Rader; Wendy Danielson; Bill Leake; Jason Boal
Cc: 'Bruce Arnold'; 'Chris Larson'; 'Cleve Booker'; 'David Breckenridge'; 'Pete Moyer'; 'Sarah Johnston'
Subject: RE: Pzc replacement

I agree also. I also feel we have a great commission and I have really learned a lot!! Thanks everyone!

Marlene

From: [REDACTED] [mailto:[REDACTED]]
Sent: Monday, April 27, 2015 8:52 AM
To: 'Kelly Park'; 'Cindy Riegel'; 'Dawn Felchle'; 'Kristin Rader'; 'Wendy Danielson'; 'Bill Leake'; 'Jason Boal'
Cc: 'Bruce Arnold'; 'Chris Larson'; 'Cleve Booker'; 'David Breckenridge'; 'Marlene Robson'; 'Pete Moyer'; 'Sarah Johnston'
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Thank you for your time,
Dave Hensel

Board of Teton County Commissioners

MINUTES: April 27, 2015

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

9:00 **Meeting Called to Order** – Bill Leake, Chair

Amendments to agenda if any
Board of Equalization *if necessary*
Property Exemption Applications

1. Agricultural
2. Non-Profits

9:30 **Open Mic**

if no speakers, we will go to next agenda items

DEPARTMENT BUSINESS

Weed Supervisor – Ben Eborn

1. Spraying Contract

Juvenile Probation

1. ID Dept. of Juvenile Corrections – S. Boyle
2. Quarterly Report – R. Leidorf
3. JABG Grant Adjustment
4. WRAP Contract

Public Works – Darryl Johnson

1. Solid Waste
 - a. Non-Profit Solid Waste Fees
 - b. Weigh Master Pay Grade Adjustment
 - c. Loader Lease
 - d. Landfill Cap Update
2. Road & Bridge – Clay Smith, Supervisor
 - a. Asphalt Contract
 - b. Dust Control Contract
 - c. Loader Lease
3. Engineer
 - a. Tin Cup Challenge Support
 - b. LTHAC Grant Rankings
 - c. W600S Inter-Agency Update

Planning & Building – Jason Boal, PA

1. Land Use Code Revision
 - a. Public Outreach
2. Minor Plat Amendment
Canyon View Estates

11:15 **BREAK** for Justice Meeting

2:45 **RECONVENE**

Treasurer – Beverly Palm

Personal Property Payment Extension Request

Animal Control Officer – R. Mossman

Administrative Business

will be dealt with as time permits

1. Approve Available Minutes
2. Other Business
 - a. Geotourism Support Request
 - b. Facilities Maintenance Request
 - c. Reschedule June 8 Meeting
 - d. Centennial Celebration
3. Committee Reports
4. Claims

RECESS

RECONVENE – Tuesday, April 28 @ 9:00am
2nd Floor Conference Room

Clerk – Mary Lou Hansen

1. FY 2016 Budget Memo #1
1. Approach to raises for FY 2016
2. BoCC Staff Evaluations
3. Revenues & Fees
4. Non-Profit Funding Requests
5. Credit Card Policy
6. BoCC Priorities, Budgets & Staffing

ADJOURN

COMMISSIONERS PRESENT: Bill Leake, Cindy Riegel, Kelly Park

OTHER ELECTED OFFICIALS PRESENT: Prosecutor Kathy Spitzer, Clerk Mary Lou Hansen, Treasurer Beverly Palm

Chairman Leake called the meeting to order at 9:01 am and led the Pledge of Allegiance. There were no additions to the agenda and the Board of Equalization did not meet.

PROPERTY EXEMPTION APPLICATIONS

AGRICULTURAL EXEMPTIONS. The Board reviewed documentation provided by nine owners requesting the agricultural exemption from property taxes for parcels of land 5 acres and less in size pursuant to Idaho Code 63-604. In order to qualify for the ag exemption, such parcels must be “actively devoted to agriculture,” and have “agriculturally produced gross revenues . . . of \$1,000 or more.” The Board agreed that the aerial photography seemed to show that all nine parcels were devoted to agriculture, but was not sure whether adequate proof of income had been provided.

The Board discussed the meaning of the statute with Prosecutor Spitzer and tried to determine what type of document would provide proof of agriculturally produced income. Prosecutor Spitzer said the code simply requires proof, but doesn’t specify the level of proof needed. However, she said all tax exemptions are narrowly construed and property owners must provide proof of clear entitlement to any exemption. The Board tentatively agreed they needed an affidavit from the person actually earning agriculturally produced revenues, not just from the landowner renting the property to that person; and decided to send letters to the applicants requesting additional documentation.

Later in the meeting, however, the Board decided property owners wouldn’t have enough time to provide the additional documentation and that it would be most fair to approve the requested ag exemptions this year. They agreed to discuss the matter more completely in a future meeting in order to provide clear guidelines for next year’s applicants.

● **MOTION.** Commissioner Riegel made a motion to approve the Agricultural Exemption requests for 2015 as requested by landowners Christensen, Kunz, Marshall, Phillips, Streit, Teton River Farms, Tonks, Waddell and Woolstenhulme. Motion seconded by Commissioner Park and carried unanimously. (Attachment #1)

NON-PROFIT EXEMPTIONS. The Board reviewed documentation provided by 14 non-profit entities requesting the non-profit exemption from property taxes pursuant to Idaho Code 63-602.

● **MOTION.** Commissioner Park made a motion to approve the Non-Profit Exemption requests for 2015 as requested by the American Legion, BYU-Idaho, Calvary Chapel, ECIPTA, EICAP, Family Safety Network, LS Church, NOLS, Roman Catholic Diocese, Teton Arts Council, Teton Science School, Teton Valley Bible Church, Teton Valley Humane Society and Teton Valley Museum Foundation. Motion seconded by Commissioner Riegel and carried unanimously. (Attachment #2)

OPEN MIC

Mark DeLuge spoke about the county’s weed control efforts. Alvie Christensen discussed thistles and the condition of county road 3000 South.

WEED SUPERVISOR

Ben Eborn said he received just one bid in response to the county’s advertisement for bids, from Mountain Lawn & Tree, owned by Owen Moulton, with a bid of \$45 per hour for custom spraying and \$27 per mile for roadside spraying. This firm has performed the work for many years at the same cost. The county provides the chemicals used. Mr. Eborn said roadsides are sprayed two or three times if necessary.

● **MOTION.** Commissioner Park made a motion to accept Mr. Moulton’s bid for spraying with a total cost not to exceed the amount budgeted for the year. Motion seconded by Commissioner Riegel and carried unanimously. (Attachment #3)

JUVENILE PROBATION

Shane Boyle, District Liaison for the Idaho Department of Juvenile Corrections, reviewed the Annual Juvenile Justice Report for 2014, prepared by IDJC. He said the number of juveniles on probation is down in Teton County and across the state. He praised Rene Leidorf, Teton's Chief JPO, and said she was very proactive about finding grants and resources for prevention. Juveniles entering Teton's justice system during 2014 were younger than previous years and included a higher percentage of females.

Ms. Leidorf reviewed her quarterly report (Attachment #4). On March 31 there were 13 juveniles on probation in Teton County; 2 of those were on diversion and 2 were incarcerated at the IDJC facility in St. Anthony. Out of 31 drug tests performed, 12 were positive, with nicotine the most frequently identified drug.

IDJC has approved Ms. Leidorf's request to adjust the county's JAIBG project in order to use \$2,167 in unspent grant funds to purchase the Families In Action curriculum and necessary equipment. (The court has jurisdiction over the parents of kids on probation, which means the parents can be required to participate in curriculum such as this.) The grant modification requires \$267 in local matching funds, which is available in the JPO budget.

● **MOTION.** Commissioner Riegel made a motion to transfer \$267 out of the JPO supplies and travel budgets for use as local match for the Families in Action curriculum. Motion seconded by Commissioner Park and carried unanimously.

Ms. Leidorf said the county needs to contract with a new counselor to provide Wraparound services because the previous counselor, Adam Williams, is no longer able to provide the services. She recommended approving a contract with Spencer Webb, who will charge \$45 per hour. Wraparound services are provided through a grant.

● **MOTION.** Commissioner Park made a motion to approve a contract with Spencer Webb to provide Wraparound counseling services. Motion seconded by Commissioner Riegel and carried unanimously. (Attachment #5)

PUBLIC WORKS

Director Darryl Johnson reviewed his update (Attachment #6).

SOLID WASTE. The Board discussed the non-profit solid waste user fee adjustments later in the meeting and decided to postpone any decisions until late summer, after possible alternatives to the current fee structure could be investigated.

● **MOTION.** Commissioner Park made a motion to use solid waste contingency funds to provide a mid-year raise for the Solid Waste Weigh Master due to a change in pay grade as recommended by BDPA consultants. Motion seconded by Commissioner Riegel and carried unanimously.

The Board discussed the information provided about the proposed sale of the current loader and subsequent lease of a replacement loader. Mr. Johnson said the solid waste operation requires about 1,000 hours of loader time per year, which works out to about 3-4 hours per day. Staff's main concern with the status quo is that the need for a major repair could leave the operation without a loader for an extended time period, plus the potential costs of expensive repair bills. (An extended warranty would cost about \$9,000 per year and would include use of a replacement loader if necessary.)

The Board discussed the pros and cons of retaining the paid-for loader while also leasing a loader and agreed to make a decision during the upcoming FY 2016 budget discussions.

ROAD & BRIDGE. The Board discussed the request to trade in the 1993 CAT grader and lease a new machine for 5 years, with a \$200,000 balloon payment at the end, most likely financed by a new 5 year lease. Clerk Hansen said the term "lease" is misleading because the county actually borrows the entire cost and repays it over time. She suggested that some of the county's General Fund balance be used to buy the grader in order to shorten the repayment period and reduce the interest cost.

● **MOTION.** Commissioner Park made a motion to approve the asphalt contract with Idaho Asphalt Supply, Inc. at a cost not to exceed \$194,100. Motion seconded by Commissioner Riegel and carried unanimously.

● **MOTION.** Commissioner Park made a motion to approve the dust control contract for 2015 projects with Mountain Valley Construction for a cost not to exceed \$68,700. Motion seconded by Commissioner Riegel and carried unanimously.

Mr. Johnson said the county's Local Highway Safety Improvement Program grant request has been approved, which means wider shoulders along 3 miles of W8000S (Cedron Road) will be designed in 2017 and built in 2018. The current condition of the road will require county maintenance work prior to 2018.

● **MOTION.** Commissioner Park made a motion to send a letter of support to the Community Foundation regarding plans for the Tin Cup Challenge on July 18. Motion seconded by Commissioner Riegel and carried unanimously. (Attachment #7)

PLANNING & BUILDING

Administrator Jason Boal said the final events related to the HUD consortium planning grant will take place April 27 and 28. He still has not received the rural zones information promised by Lee Einsweiler of Code Studios. Ron Moeller has resigned his seat on the Planning & Zoning Commission. Mr. Boal will prepare a plan for finding his replacement.

CANYON VIEW ESTATES MINOR PLAT AMENDMENT. Mr. Boal recommended approval of the request for a minor plat amendment to reduce the platted easements along the West and South boundary of Lot 7 of Canyon View Estates (Attachment #8).

● **MOTION.** Commissioner Riegel made a motion to approve the minor plat amendment for Canyon View Estates as requested. Motion seconded by Commissioner Park and carried unanimously.

The meeting was recessed at 11:17 am for the annual Criminal Justice meeting and the annual meeting of the Teton County Drug Court Governing Board. The Board meeting resumed at 3:30 pm.

TREASURER

Treasurer Palm requested Board approval of a payment extension for 13 mobile home owners who have established payment plans to bring their property taxes current (Attachment #10). The request was made as provided in Idaho Code 63-201(13), 63-904 & 63-1013.

● **MOTION.** Commissioner Park made a motion to approve a payment extension until June as requested by the Treasurer. Motion seconded by Commissioner Riegel and carried unanimously.

ADMINISTRATIVE

● **MOTION.** Commissioner Riegel made a motion to approve the minutes of the April 13, 2015 meeting, with a minor correction to the Committee reports. Motion seconded by Commissioner Park and carried unanimously.

● **MOTION.** Commissioner Park made a motion to spend up to \$15,000 out of the Courthouse Repairs & Maintenance budget to make several electrical repairs as recommended by the Facilities Manager. Motion seconded by Commissioner Riegel and carried unanimously. (Attachment #9)

CENTENNIAL CELEBRATION. The Board decided to delay advertising for a Centennial Event Planner in order to investigate the possibility of creating a Centennial Park in lieu of spending funds on other items and events.

GEOTOURISM CENTER. Director Cynthia Rose reviewed her request for \$9,000 in operating funds for FY 2015. Commissioner Park said he was not in favor of a county contribution. Commissioner Riegel said she would only feel comfortable with a county contribution if it were made in conjunction with some type of service related to the county's Centennial. Chairman Leake pointed out that over \$1.3 million was spent to build the facility. He said the investment merits continued funding and support because it causes tourists to stop when driving through town, which boosts the county's economy. His wife volunteers at the Center so he understands the challenges involved in operating the worlds' first Geotourism Center.

Prosecutor Spitzer has consulted with Dan Chadwick, Executive Director of the Idaho Association of Counties, who suggests the county provide no funds to non-profit organizations unless the organization provides a service that the county is charged with providing. He believes Economic Development is a legitimate county activity.

Mr. Chadwick also recommends the county have a contract for any services being provided by non-profit entities.

Non-profit funding was discussed at length later in the meeting. The Board agreed the county should only contract with non-profits providing a specific service with measurable benefits. They plan to consult further with the Prosecutor and will provide additional criteria to the Geotourism Center when it become is available.

ANIMAL CONTROL

Driggs City Council Member Ralph Mossman reviewed his proposal that the County hire an on-call Animal Control Officer paid \$20 per dog pick-up (Attachment #11).

The history of animal control discussion was briefly reviewed, including the fact that on June 23, 2014 Sheriff Liford agreed to provide animal control training to all of his deputies and said his department’s 2009 GMC Canyon truck could become the animal control vehicle. However, several months later the Sheriff decided it would be best to hire a dedicated animal control officer and said he needed the 2009 truck for a patrol vehicle. Minutes from the Board’s most recent animal control discussion, held October 27, 2014, were read. At that time it was decided that:

(1)The county would move forward with dog licensing as quickly as possible; (2) the cities would adopt dog-at-large ordinances with administrative fines; and (3) the county would create an animal control officer job description. After these three steps are complete, the group will reconvene to discuss plans for an animal control officer and vehicle.

Clerk Hansen said the dog licensing system was recently activated and an animal control officer job description had been created. Mr. Mossman said Driggs was working on updating its dog-at-large ordinances.

He said the city budgets for FY 2015 include funds for Animal Control as agreed upon June, 2014 and asked the Board how they thought those funds should be spent. Teton Valley Community Animal Shelter treasurer Keith Gnagey suggested the money be used to purchase signage and pay for educational efforts. Commissioner Riegel said it was unfortunate that a Memorandum of Understanding had not been executed in June, 2014. Chairman Leake said it would cost \$60,000-70,000 per year to fund a full time animal control officer and asked if the cities and counties were willing to devote that much money to the effort. Clerk Hansen said previous discussions had included the idea of collecting an annual fee of \$5-10 per household, similar to the current solid waste user fee, in order to fund animal control efforts. The Board will continue discussing options for animal control during the FY 2016 budgeting process.

CLAIMS

● **MOTION.** Commissioner Park made a motion to approve all claims as presented. Motion seconded by Commissioner Riegel and carried unanimously.

General.....	\$52,549.60
Road & Bridge	2,557.58
Court & Probation	736.10
Court-Bonds.....	215.00
Elections.....	848.41
Solid Waste	17,331.21
Weeds.....	676.00
Road Levy.....	1,000.00
E911	4,039.92
Fair.....	10,709.25
Arena.....	20,960.10
TOTAL	\$111,744.38

● **MOTION.** At 5:26 pm Chairman Leake made a motion to recess the meeting until 9 am on Tuesday, April 28. Motion seconded by Commissioner Park and carried.

MEETING RESUMED AT 9:00 AM, TUESDAY, APRIL 28, 2015.

FY 2016 BUDGET

The Board discussed items identified in Clerk Hansen's FY 2016 Budget Memo #1 (Attachment #12).

SALARIES, RAISES & BENEFITS. The Board asked Clerk Hansen to insert a 6% placeholder for COLA/merit/equity raises into the first draft budget and approved the Budget Guidelines for Salaries memo for distribution to the elected officials and department heads (Attachment #12). There are no plans to modify the employee benefit plan. The Board agreed upon a schedule for completing annual Performance Evaluations for the six employees they supervise directly.

REVENUES & FEES. The Board plans to increase the county tax levy by 3% next year. They discussed possible modifications to the county's Solid Waste User Fee, which is currently levied only on structures. Collecting a fee from land, not structures, would roughly double the number of parcels contributing, which would allow for a significant reduction in the amount needed from each parcel. Since the county must provide solid waste management services regardless of the number of residents or structures, this may be a more fair way to allocate the basic costs of the solid waste operations. Tipping fees paid by actual users of the solid waste facilities would continue to reflect the amount of waste produced by each. Possible revisions to the SWUF will receive further consideration after the actual cost of the landfill cap rehabilitation is known.

NON-PROFIT FUNDING REQUESTS. The Board reviewed and modified the instructions and forms to be distributed to non-profit organizations requesting county funding. They continued the previous day's discussion about the appropriateness of providing county funds to the Geotourism Center and debated whether county government should fund social services, economic development and/or tourism enhancement efforts. The Board agreed that county funds should only be allocated to entities providing a specific service with measurable benefits to county taxpayers. They decided that further discussion was necessary before making a decision about the Geotourism Center's 2015 funding request. Budget work sessions with non-profit organizations will be held June 8.

COMMISSIONER PRIORITIES & BUDGETS. Chairman Leake distributed the updated Priority List (Attachment #14). The Board had a wide-ranging discussion about various county services and programs, and the possibility of adding new employees and/or re-configuring job descriptions to meet needs in the most cost-effective manner. Topics covered included weed control, mosquito abatement, emergency services, facilities management, information technology, public works, animal control, economic development, recreation and public access. The Board tentatively agreed to put placeholders into the first draft budget to allow for the possibility of additional IT services, increased weed control efforts, extra manpower for public works administration and facilities management, one FTE for animal control and another for Economic Development/Recreation/Regional Planning Coordination.

● **MOTION.** At 2:40 pm Commissioner Park made a motion to adjourn. Motion seconded by Chairman Leake and carried.

Bill Leake, Chairman

ATTEST

Mary Lou Hansen, Clerk

Attachments: #1 Agricultural Exemption Requests
#2 Non-Profit Exemption Requests
#3 Weed Spraying Contract
#4 Quarterly Juvenile Probation report
#5 Agreement for Wraparound Services
#6 Public Works update
#7 Letter of Support for Tin Cup Challenge
#8 Canyon View Estates Request for Insignificant Plat Amendment
#9 Request for funding to improve courthouse electrical issues
#10 Payment extension request for Personal Properties
#11 R. Mossman's Animal Control/Dog Catcher proposal
#12 Clerk's FY 2016 Budget Memo #1
#13 Budget Guidelines for Salaries
#14 BoCC Priorities (4/27/2015)

From: Tina Dean [mailto:tetonseniorcenter@hotmail.com]
Sent: Tuesday, April 28, 2015 10:57 AM
To: Dawn Felchle
Subject: Seniors West of the Tetons Correspondence

Hi Dawn,

I hope all is well with you and you are enjoying this lovely weather. :O) I wanted to see if you could ask the commissioners if they would be interested in joining the senior citizens at lunch on May 5th for our Volunteer appreciation day at our congregate lunch. I also wondered if we could enjoy their company and conversation on a regular "Meet the Commissioners Lunch" maybe every other month.

Thanks for your help. Have a great day.

Tina Dean
Executive Director
Seniors West of the Tetons
PO Box 871/60 So Main St
Driggs Idaho 83422



Teton County Fair Board
Memo to Board of County Commissioners
5/4/15
RE: Fair Board Credit Card Processing

The Teton County Fair Board decided in November 2015 to pursue credit card processing at the fair grounds for rentals, sponsors and fair related events. The fair board is actively trying to increase revenues at the fair grounds and a credit card point of sale will help us do this.

“Industry research indicates that the ability to accept credit cards increases revenue by as much as 23 percent. Broadening your scope of payment methods makes your services or products more readily available to current and potential customers. A main benefit of credit cards is that they are convenient and popular for both customers and merchants. Customers have the power to make purchases that they deem necessary even though they don’t have the cash on hand – and they appreciate the option of an additional convenient way to pay.” *Monerisusa.com*

The credit card point of sale (POS) will be controlled by the fair board treasurer. Initially it will be used primarily to process facility rentals and sponsor payments. Credit card information will be collected over the phone and entered into the POS. All card information will be shredded once the payment has been processed. Fair and event uses and policies for the POS will be developed by the fair board as they come up.

“The Teton County Fair Board strives to produce an exceptional county fair, administers the year round use of the fairgrounds, and brings the community together to preserve and promote our western heritage and rural traditions.”

Sincerely,

Katie Salsbury, Teton County Fair Board Chair



Credit Cards

BoCC: I recently set up a corporate account and request modifications to the Credit Card Policy. I'll work with R&B, Sheriff & Greg to convert their stand-alone accounts to the corporate account, which can be monitored by my office. (I've already ordered cards for the Assessor, Treasurer, BoCC & J. Boal (the EODH with most frequent use of the shared card). -mlh

The County Clerk maintains a corporate credit card account for Teton County with US Bank in Driggs. This is the county's only authorized credit card account. Monthly statements are mailed to the Clerk and forwarded to the appropriate Elected Official and/or Department Head, who is responsible for the timely submittal of a Claim for payment.

Any Elected Official may obtain a personalized credit card by making a request to the Clerk. Any Department Head or Elected Official wishing to obtain a personalized county credit card for himself, or for an employee, must first obtain Board approval. Such approval requires a written memo explaining why a specific employee needs a the credit card is needed. The memo must be signed by the responsible Elected Official or Department Head and submitted to the County Clerk for presentation to the Board. The Clerk will determine the credit limit for each card, provided that no card receives a limit greater than \$5,000 without specific Board approval.

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. 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.

May 5, 2015

Commissioners: I need guidance about how to handle late-arriving Certificates of Residency and/or bills from Idaho's 3 Junior Colleges. (The county is obligated to pay up to \$3,000 in tuition for county residents attending an Idaho JC.)

Since the 3 Certificates of Residency mentioned below reached my desk (and were approved), I have received another, dated 4-29-15 from a young man desiring certification that he was a resident so that the county will pay his Spring 2014 tuition (he is/was a resident). His Certificate of Residency form is in the signature folder if you want to sign it.

There is no standard practice across the state, although efforts are being made to create a standardized process. Prosecutor Spitzer can explain further. Please provide guidance regarding:

- (1) Do you want to approve late arriving Certificates of Residency?
- (2) Do you want to pay junior college bills which arrive after the Oct. 15 and March 15 deadlines?

Thanks, ML

From: Dan Blocksom [mailto:dblocksom@idcounties.org]
Sent: Friday, April 24, 2015 2:52 PM
To: Mary Lou Hansen; Tony Poinelli
Subject: Re: Certs of Residency

Good afternoon,

This issue has been a big problem across all the counties. Some county prosecutors are taking the deadlines as a hard and fast rule, and do not think counties can pay for late applications. For strictly NON-legal reasons (such as moving the ball forward, maintaining working relationships with the community colleges, etc), Tony and I personally believe that for *high school students only*, the counties may want to consider relaxing the statutory deadline. The entire certificate, billing and payment process this year has been confusing and problematic, and should be (hopefully) vastly improved for the 2015 Fall semester and beyond because of the new legislation.

Legally, the statutory deadlines raise some practicality questions, particularly when applied to college courses that do not operate on the traditional fall/spring semester timelines. For example, some courses apparently are offered on a "late start" schedule or trimester schedule. In a perfect world, the statutory deadlines should probably be aligned with the course drop deadlines, not with a specific calendar date. It's unclear whether students/schools would realistically be able to plan ahead to fill out these certificates for courses that may not start till near or after the October/March deadlines.

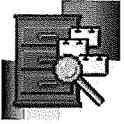
As you know, ultimately, this decision regarding the late certificates is up to you, your commissioners, and you county prosecutor, so I encourage you to discuss it with them. Your county PA may have a strong opinion on this. Let me know if you want to discuss all together.

On Fri, Apr 24, 2015 at 1:47 PM, Mary Lou Hansen <mlhansen@co.teton.id.us> wrote:

Dan: I just received 3 Certs from my high school for spring 2015 classes and then re-read IC 33-2110A.

Although they are all residents, I can't see any reason to have the Board sign them since the college can't submit a bill any later March 15. But then again, I guess there's no reason for the Board not to sign them either since the College can't bill the county after March 15.

What's your perspective/recommendation about the approval of Certificates of Residency at this late date and/or the county's responsibility for payment if the college sends a bill after March 15?



Idaho Statutes

TITLE 33 EDUCATION

CHAPTER 21 JUNIOR COLLEGES

33-2110A. TUITION OF OUT OF DISTRICT IDAHO STUDENTS, COUNTY TAXES AND OTHER FINANCIAL SUPPORT. (1) Any student residing in the area of a county outside of a community college district or in a county without a community college district, who has been a resident of the county and state as defined by section 33-2110B, Idaho Code, immediately prior to the date of his first enrollment in a community college, which residence may not be acquired while attending and enrolled in a community college, may enroll in any community college in the state, and the county of his residence shall pay that portion of his tuition as hereinafter set out. The tuition which shall be paid by the resident county shall be that portion of the tuition uniformly established by a community college district for all out of district students, both in state as well as out of state, pursuant to section 33-2110, Idaho Code, after deducting therefrom the amount of tuition paid by a resident student at the community college; however, the liability of the resident county shall not exceed two-thirds (2/3) of the total tuition and fees charged and in no instance shall it exceed five hundred dollars (\$500) each semester for a two (2) semester year for a full-time student. The student shall pay the tuition and fees charged a student resident in the district, and the balance, if any, of the nonresident student tuition above the maximum liability of the county of his residence. No county shall be liable for out of district tuition unless the board of county commissioners of that county has first verified to the community college in writing the fact that the student is a resident of the county. Upon verification, the county shall thereafter be liable for the out of district tuition so long as the student is duly enrolled and attending the college subject to the following limitations:

(a) Liability shall be the term of the curriculum for which the student is enrolled, with a maximum lifetime liability of three thousand dollars (\$3,000).

(b) Liability shall terminate if the student's domiciliary residence changes and that change continues for twelve (12) months.

(2) The nonresident tuition shall be established annually not later than August 1 and shall be forthwith filed with the state board of education, together with a statement supporting the computation thereof. Each community college, by October 15 and March 15 of each year, shall bill the county of residence of each nonresident student enrolled at the commencement of each semester, and each board of county commissioners shall allow and order paid any bill for tuition at the first regular meeting following receipt of the bill, but not exceeding forty-five (45) days after receipt. Upon failure of a county to pay the tuition, a community college district may commence action in the district court of the state of Idaho for the county to collect the same.

(#s (3) → (4