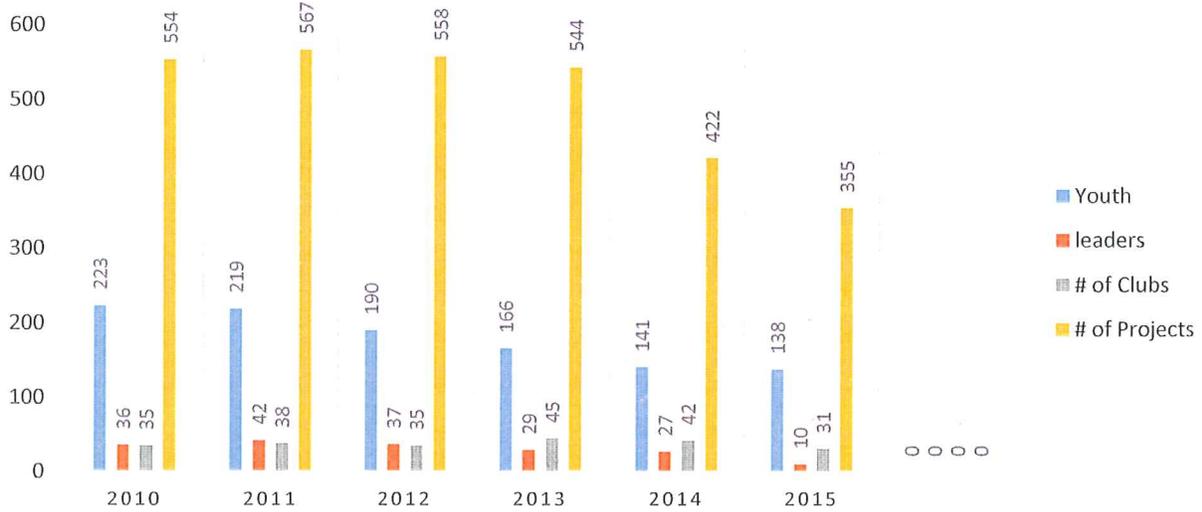


TIN CUP/ SCHOLARSHIP



4-H ENROLLMENT



3:15 PM
09/15/15
Accrual Basis

Teton County 4-H
Balance Sheet
As of September 15, 2015

	<u>Sep 15, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
4-H Savings	1,530.29
Teton County 4-H Checking	7,784.55
Total Checking/Savings	<u>9,314.84</u>
Accounts Receivable	
Accounts Receivable	350.00
Total Accounts Receivable	<u>350.00</u>
Total Current Assets	<u>9,664.84</u>
TOTAL ASSETS	<u><u>9,664.84</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	10,952.12
Unrestricted Net Assets	12,008.79
Net Income	-13,296.07
Total Equity	<u>9,664.84</u>
TOTAL LIABILITIES & EQUITY	<u><u>9,664.84</u></u>

**Teton County 4-H
Balance Sheet
As of September 30, 2014**

	<u>Sep 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
4-H Savings	1,530.03
Teton County 4-H Checking	21,080.88
Total Checking/Savings	<u>22,610.91</u>
Accounts Receivable	
Accounts Receivable	350.00
Total Accounts Receivable	<u>350.00</u>
Total Current Assets	<u>22,960.91</u>
TOTAL ASSETS	<u>22,960.91</u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	10,952.12
Unrestricted Net Assets	25,862.43
Net Income	-13,853.64
Total Equity	<u>22,960.91</u>
TOTAL LIABILITIES & EQUITY	<u>22,960.91</u>

**Teton County 4-H
Balance Sheet
As of September 30, 2013**

	<u>Sep 30, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
4-H Savings	26,178.33
Teton County 4-H Checking	10,286.22
Total Checking/Savings	<u>36,464.55</u>
Accounts Receivable	
Accounts Receivable	350.00
Total Accounts Receivable	<u>350.00</u>
Total Current Assets	<u>36,814.55</u>
TOTAL ASSETS	<u>36,814.55</u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	10,952.12
Unrestricted Net Assets	11,301.62
Net Income	14,560.81
Total Equity	<u>36,814.55</u>
TOTAL LIABILITIES & EQUITY	<u>36,814.55</u>

3:06 PM
09/15/15
Accrual Basis

Teton County 4-H
Profit & Loss
October 2014 through September 2015

	<u>Oct '14 - Sep 15</u>
Ordinary Income/Expense	
Income	
4-H Camp Dues	25.00
4-H Dues	2,075.00
Archery Club	-1,678.00
Clinics/Class Dues	2,485.28
Donations	10,360.00
Interest Income	0.26
Miscellaneous Income	29,966.32
Postage Income	392.00
State Fair	904.00
Teen Leadership Income	-992.06
Total Income	<u>43,537.80</u>
Expense	
Award Night Expense	160.38
Bank Charges	1,000.00
Educational Expenses	6,648.23
Insurance	181.00
Miscellaneous Expense	24,817.26
Postage	500.00
Scholarship	19,662.20
State Fair Expenses	918.00
Teen leadership expense	849.06
Travel Expenses	231.20
Workshop/Clinic Expenses	1,866.54
Total Expense	<u>56,833.87</u>
Net Ordinary Income	<u>-13,296.07</u>
Net Income	<u><u>-13,296.07</u></u>

3:01 PM
09/15/15
Accrual Basis

Teton County 4-H
Profit & Loss
October 2013 through September 2014

	<u>Oct '13 - Sep 14</u>
Ordinary Income/Expense	
Income	
4-H Camp Dues	1,177.52
4-H Dues	2,360.00
4-H Picnic/Income	1,196.25
Clinics/Class Dues	3,640.00
Donations	12,030.80
Interest Income	3.14
Miscellaneous Income	54,133.15
State Fair	1,912.00
Teen Leadership Income	10,396.76
	<hr/>
Total Income	86,849.62
Expense	
4-H Picnic Expense	1,856.85
Award Night Expense	277.88
Educational Expenses	5,502.22
Miscellaneous Expense	84,280.03
Postage	725.00
Scholarship	-509.32
State Fair Expenses	1,276.00
Teen leadership expense	5,026.11
Workshop/Clinic Expenses	
4-H Camp	1,799.66
Workshop/Clinic Expenses - Other	468.83
	<hr/>
Total Workshop/Clinic Expenses	2,268.49
	<hr/>
Total Expense	100,703.26
	<hr/>
Net Ordinary Income	-13,853.64
	<hr/>
Net Income	<u><u>-13,853.64</u></u>

3:02 PM
09/15/15
Accrual Basis

Teton County 4-H
Profit & Loss
October 2012 through September 2013

	<u>Oct '12 - Sep 13</u>
Ordinary Income/Expense	
Income	
4-H Camp Dues	2,669.00
4-H Dues	3,005.00
Clinics/Class Dues	1,688.50
Donations	12,981.08
Interest Income	10.87
Miscellaneous Income	16,643.60
Postage Income	477.00
State Fair	0.00
Teen Leadership Income	450.00
Total Income	<u>37,925.05</u>
Expense	
Award Night Expense	592.95
Bank Charges	5.00
Educational Expenses	3,734.31
Miscellaneous Expense	12,802.22
Postage	155.00
Scholarship	61.62
State Fair Expenses	1,147.87
Teen leadership expense	270.00
Workshop/Clinic Expenses	
4-H Camp	2,033.94
Workshop/Clinic Expenses - Other	2,561.33
Total Workshop/Clinic Expenses	<u>4,595.27</u>
Total Expense	<u>23,364.24</u>
Net Ordinary Income	<u>14,560.81</u>
Net Income	<u><u>14,560.81</u></u>

Report: Club - Totals (Primary County Only)
Filters: RoleType=Member; Status=Active;

Teton

Club	Mode	Contact	Primary Club Only		All Members	
			Adults	Youth	Adults	Youth
ARCHERY	Community	Christy Reece	2	29	2	45
ART - Kim Cauzza	Community	Kim Cauzza	1	8	1	20
CAKE DECORATING	Community		0	4	0	9
CLOVERBUD	Community		0	11	1	12
Clyde Waddell <i>Beef / Driving</i>	Community	Clyde Waddell	1	3	1	3
Cooking-Tami Watson	Community		0	2	0	4
CROCHET -Kim Cauzza	Community		0	0	1	3
CROSS STITCH -Teresa Roberts	Community	Teresa Roberts	1	4	1	8
DIGITAL PHOTOGRAPHY -Wendy Wilson	Community	Wendy Wilson	1	2	1	14
Dog-Teresa Schwarzwalter	Community	70 Thistle Creek Dr.	1	2	1	11
HIKING -Judy Gonsalves	Community	Judy Gonsalves	0	0	0	3
Hillman Livestock <i>Goats / Swine</i>	Community	Lori Hillman	1	1	1	4
HORSE - Elaine Johnson	Community	Elaine Johnson	0	6	0	7
HORSE - Jane Chambers	Community	Jane Chambers	0	3	0	7
HORSE-Heidi Hansen	Community		0	4	0	6
Karli Livestock Club	Community	Karli Moulton	0	4	0	5
Kim Hill Livestock <i>Sheep / Swine</i>	Community	Kim Hill	2	10	2	16
LEATHERCRAFT-Chris Miller	Community	Chris Miller	0	8	0	29
Lego Robotics- Wendy Wilson	Community		0	0	0	2
Livestock Market -Katie Salabury <i>Sheep / Swine</i>	Community		2	3	2	11
Poultry & Birds -Braiden Klingler <i>Poultry / Turkey</i>	Community		0	2	0	10
QUILTING - Monica Jones	Community		0	2	0	3
RABBITS	Community		0	4	0	13
ROCKETS - Ben Eborn	Community		0	1	0	11
SEWING 1ST YEAR <i>4 and 2nd</i>	Community		0	1	0	9
Sewing-Carolee Moulton <i>Bra and up</i>	Community	Carolee Moulton	0	2	0	8
SWINE-Baconators <i>Sheep / Swine</i>	Community	Tammy Sachse	1	8	1	14
TEEN LEADERSHIP -Morgan/Halley	Community		0	1	1	11
VET SCIENCE -Summer Winger	Community	Summer Winger	0	4	0	20
Working Ranch - Ben Eborn/Clyde Waddell	Community		0	1	2	8

Report: Club - Totals (Primary County Only)
Filters: RoleType=Member; Status=Active;

Teton

Club	Mode	Contact	Primary Club Only		All Members	
			Adults	Youth	Adults	Youth
ARCHERY	Community	Christy Reece	2	27	2	50
ART - Kim Cauzza	Community	Kim Cauzza	0	4	0	15
BEADING - Chris Miller	Community		0	0	0	4
Beef - Ben Eborn	Community		0	0	0	1
CAKE DECORATING	Community		0	2	0	7
CLOVERBUD	Community		0	4	1	7
CLOVERBUD -(Animals)	Community		0	1	1	5
CLOVERBUD -(Healthy Snacking)	Community	Amanda Artigues	1	0	1	5
Clyde Waddell	Community	Clyde Waddell	1	4	1	4
Cooking-Katie Salsubury	Community		1	4	1	10
CRIME & SPY SCIENCE CLUB	Community		1	1	1	11
CROCHET -Kim Cauzza	Community		0	0	0	5
CROSS STITCH -Teresa Roberts	Community	Teresa Roberts	1	1	1	6
DIGITAL PHOTOGRAPHY -Wendy Wilson	Community	Wendy Wilson	1	1	1	7
Dog-Christy Reece	Community		0	1	0	5
Dog-Teresa Schwarzwalter	Community	70 Thistle Creek Dr.	1	3	1	9
Driving Horses-Samantha Kearsley	Community	Samantha Kearsley	1	1	1	5
Dutch Oven Cooking	Community		1	0	1	0
HIKING -Judy Gonsalves	Community	Judy Gonsalves	0	0	0	2
Hillman Livestock	Community	Lori Hillman	1	3	1	4
HORSE - Elaine Johnson	Community	Elaine Johnson	1	11	2	12
HORSE - Jane Chambers	Community	Jane Chambers	1	5	1	9
Horse - Lori Hillman	Community	Harley Wilcox	1	8	2	14
Horse/English-Carey Joseph	Community	Carey Joseph	1	1	1	9
HORSE-Heidi Hansen	Community		1	5	1	8
Karli Livestock Club	Community	Karli Moulton	1	4	1	6
Kim Hill Livestock	Community	Kim Hill	1	9	1	16
LEATHERCRAFT-Chris Miller	Community	Chris Miller	0	11	0	31
Livestock Market -Katie Salabury	Community		1	7	3	16
Market Beef - Brooke Kearsley	Community	Brooke Kearsley	0	0	0	2
Poultry & Birds -Braiden Klingler	Community		0	3	0	11
QUILTING - Monica Jones	Community		0	0	0	2
RABBITS	Community		1	2	1	13
RIFLE SHOOTING SPORTS -	Community		0	2	0	13
ROCKETS - Ben Eborn	Community		0	1	0	13
SEWING 1ST YEAR	Community		0	0	0	5
Sewing-Carolee Moulton	Community	Carolee Moulton	1	5	1	9
SHEEP -	Community	Tammy Sachse	0	0	0	4
SWINE-Baconators	Community	Tammy Sachse	0	0	0	8
TEEN LEADERSHIP -Morgan/Hailey	Community		2	3	2	13
VET SCIENCE -Summer Winger	Community	Summer Winger	1	0	1	13
Working Ranch - Ben Eborn/Clyde Waddell	Community		3	4	3	26

Mary Lou Hansen

From: Catherine Smith [csmith@idcomfdn.org]
Sent: Wednesday, July 01, 2015 03:31 PM
To: Clerk
Cc: teton@uidaho.com
Subject: Teton County 4H Endowment Fund
Attachments: Teton County 4-H Endowment Fund 2015.pdf; 11 1 13 Ltr to Teton 4-H re Converting Designated Fund to Agency Fund Fi....doc; 11.21.13 AGRMT - Teton County 4H Endowment Fund.pdf; Teton County 4-H Endowment Fund 0214.pdf; Teton County 4-H Endowment Fund 2013.pdf

Hi Mary,

Here are the fund statements, fund agreement, and letter I mentioned on the telephone. Tammy Sachse who I copied on the email is an advisor to the fund as well as Ben. I verified with my director that since Ben was the signing fund advisor when we established the fund the advisor that will replace him will be the next Extension Agent and Ben at this moment can and should remain as the advisor until he advises me otherwise. The fund is a designated fund so the only beneficiary can be Teton County 4H and we of course as you know have the agreement in place that Teton County is the fiscal sponsor (conduit) to be get the money to 4H to support their programs or scholarships. At this point, I need Teton County 4H to provide permission for access to online statement but I have provided the last three years of statements so I think that will provide all the information needed.

Thanks so much!
Catherine

*Fund Balance on 6-30-15 =
\$48,704.49*

Catherine Smith
Eastern Regional Development and Donor Services Officer
Idaho Community Foundation
490 Memorial Drive
Idaho Falls, ID 83405
csmith@idcomfdn.org – (208)529-3933

Follow us: [e-bulletin](#) | [Facebook](#) | [Twitter](#)

Confirmed in compliance with national standards for U.S. Community Foundations.

IDAHO COMMUNITY FOUNDATION
AGREEMENT TO ESTABLISH THE

TETON COUNTY 4-H ENDOWMENT FUND
(DESIGNATED)

The **Teton County 4-H**, hereby gives to the Idaho Community Foundation, Inc. (ICF), an Idaho nonprofit corporation, the assets described in Attachment A, subject to the following conditions:

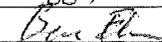
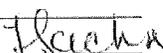
1. The assets given and any additions thereto shall be accounted for and designated by ICF as the **Teton County 4-H Endowment Fund** (the Fund).
2. The assets of the Fund may be commingled with other ICF property for investment purposes.
3. The Fund shall be subject to ICF's Article of Incorporation, Bylaws, Policies, and Guidelines, each as may be amended and restated from time to time.
4. The assets given and any additions thereto shall be held as component funds of ICF and invested and managed as deemed appropriate by ICF's board of directors in its sole discretion.
5. The assets given and any additions thereto shall be held by ICF as permanent endowment. The amount available for distributions from the Fund will be determined by ICF's board of directors in its sole discretion. In determining this amount, the board of directors of ICF will consider the long and short terms needs of Idaho, the expected total return on the investments of the permanent fund of ICF, the desirability of maintaining the real value of the permanent funds of ICF, and any and all other factors which, in its sole discretion, it deems relevant.
6. The assets given and any additions thereto shall be the property of ICF. ICF may assess reasonable management fees against the Fund. In addition, the Fund will be assessed its pro-rated share of the fees charged to ICF by its investment managers. Extraordinary costs associated with an individual fund may be charged to the fund.
7. The Fund shall be in existence for at least six (6) months prior to the end of ICF's fiscal year (December 31) to be eligible for charitable distributions from the Fund in the following year.
8. ICF shall appropriately memorialize the Fund in ICF's annual report for as long as the Fund remains in existence.
9. All charitable distributions from the Fund shall be identified to the beneficiary as coming from the **Teton County 4-H Endowment Fund** in the Idaho Community Foundation.

10. ICF shall make charitable distributions from the Fund to the **Teton County 4-H** as described in Attachment A of this agreement.
11. Distributions from the Fund shall be made to Internal Revenue Code Section 501(c)3 public charities qualified under Sections 509(a)(1) and 509(a)(2), and educational and governmental entities.
12. Distributions from the Fund shall not be made to fulfill any personal pledge, obligation, or memberships subscribed to by the donor(s), donors' designees or persons related to the donor, or include any purpose for which the donor(s) or their family members receive direct benefit.
13. The expressed desire of the donor(s) shall be respected and observed. However, if at any time the designated beneficiary(ies) becomes dysfunctional, obsolete, ceases to exist or is no longer a qualified charitable organization, ICF's board of directors shall redirect distributions from the Fund to such purposes as will most effectively or closely accomplish the original intent expressed in this agreement.
14. Distributions from the Fund shall be a minimum of \$250.
15. This agreement is subject to ICF's authority to vary the terms of the gift as stated in ICF's Bylaws.

The effective date of the Fund shall be the date this fully executed agreement and control of the assets are received and accepted by ICF.

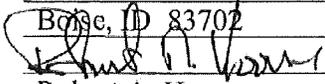
Authorized Signatures:

Teton County 4-H:

Address	235 S 5 th E.	
	Driggs, ID 83422	
Signature		
Name	Ben Eborn	Tammy Sachse 
Title	Extension Agent	Extension Assistant
Date	11/13/13	11/13/13

ICF hereby accepts the assets and conditions described in this agreement.

The Idaho Community Foundation:

Address 210 W State Street
Boise, ID 83702
Signature 
Name Robert A. Hoover
Title President and CEO
Date 11-21-13

Attachment A constitutes an integral part of this agreement.

AGREEMENT FOR DESIGNATED FUND

ATTACHMENT A: ASSETS GIVEN AND
CONDITIONS TO ESTABLISH THE

TETON COUNTY 4-H ENDOWMENT FUND
(DESIGNATED)

ASSETS:

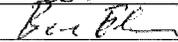
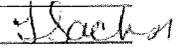
This Fund will be created with a contribution in the amount of thirty-three thousand dollars (\$33,000). The Donor/Fund Creator wishes to ensure that five thousand dollars (\$5,000) of the original donation will be distributed to Teton County 4-H on or around July 1, 2014.

CONDITIONS:

1. **PURPOSE:** This Fund was created by the Teton County 4-H to forever support Teton County 4-H programs.
2. **BENEFICIARY ORGANIZATION:** The amount available for distribution each year shall be distributed to the Teton County 4-H, or their designated fiscal sponsor, if applicable. The funds shall be used to support Teton County 4-H programs.
 - a. Teton County 4-H currently utilizes Teton County, Driggs, Idaho as their fiscal sponsor.
 - b. Annual distributions shall be made to the beneficiary organization(s) according to the distribution schedule set forth by the Idaho Community Foundation (currently mid-March).
3. No other special conditions exist for this Fund.

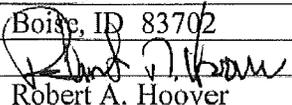
Authorized Signatures:

Teton County 4-H:

Address	235 S 5 th E.	
	Driggs, ID 83422	
Signature		
Name	Ben Eborn	Tammy Sachse 
Title	Extension Agent	Extension Assistant
Date	11/18/13	11/13/13

ICF hereby accepts the assets and conditions described in this agreement.

The Idaho Community Foundation:

Address 210 W State Street
Boise, ID 83702
Signature 
Name Robert A. Hoover
Title President and CEO
Date 11-21-13

NOTARY PAGE FOR ORGANIZATION

STATE OF IDAHO)
)
County of Teton)

On this 13 day of November, 2013, before me, Maureen Green a Notary Public for Idaho, personally appeared Ben Eborn, known or identified to me to be the Extension Agent, or the person who executed the instrument on behalf of the said organization and acknowledged to me that such organization executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal, the day and year in this certificate above written.

Notary Public for Idaho Maureen Green
Residing at Teton County
My Commission Expires 08/05/14

(SEAL)

STATE OF IDAHO)
)
County of Teton)

On this 13 day of November, 2013, before me, Maureen Green a Notary Public for Idaho, personally appeared Tammy Sachse, known or identified to me to be the Extension Assistant, or the person who executed the instrument on behalf of the said organization and acknowledged to me that such organization executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal, the day and year in this certificate above written.

Notary Public for Idaho Maureen Green
Residing at Teton County
My Commission Expires 08/05/14

(SEAL)

STATE OF IDAHO)
)
County of Ada)

On this 21 day of November, 2013, before me, Lauren M. Tassos
a Notary Public for Idaho, personally appeared Robert A. Hoover, known or
identified to me to be the president of the Idaho Community Foundation, Inc., or the person who
executed the instrument on behalf of said corporation and acknowledged to me that such
corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal, the day and year in this
certificate above written.

Notary Public for Idaho *Lauren M. Tassos*
Residing at Boise, ID
My Commission Expires 8/10/2015



Fund Statement

TC4H: Teton County 4-H Endowment Fund

From: 1/1/2013 To: 12/31/2013

Fund Code: TC4H

	Current Period
Beginning Fund Balance	
Beginning Balance	\$0.00
Fund Additions	
Pledge Payments	\$0.00
Non-Pledge Payments	\$33,000.00
Investment Income	\$663.37
Other Additions	\$0.00
Total Fund Additions	<u>\$33,663.37</u>
Fund Decreases	
ICF Management Expenses	\$0.00
Grants and Distributions	\$0.00
Other Decreases	\$0.00
Total Fund Decreases	<u>\$0.00</u>
Ending Fund Balance	<u>\$33,663.37</u>

Fund Statement

TC4H: Teton County 4-H Endowment Fund

From: 1/1/2013 To: 12/31/2013

Fund Code: TC4H

DETAILED STATEMENT OF FUND ACTIVITY: TC4H: Teton County 4-H Endowment Fund

Contributions		
Date	Description	Amount
11/21/2013	Teton County 4-H	\$33,000.00
Total Contributions		\$33,000.00

Fund Statement

TC4H: Teton County 4-H Endowment Fund

From: 1/1/2014 To: 12/31/2014

Fund Code: TC4H

	Current Period
Beginning Fund Balance	
Beginning Balance	\$33,663.37
Fund Additions	
Pledge Payments	\$0.00
Non-Pledge Payments	\$16,000.00
Investment Income	\$2,101.45
Other Additions	\$0.00
Total Fund Additions	<u>\$18,101.45</u>
Fund Decreases	
ICF Management Expenses	(\$8.91)
Grants and Distributions	(\$5,000.00)
Other Decreases	\$0.00
Total Fund Decreases	<u>(\$5,008.91)</u>
Ending Fund Balance	<u>\$46,755.91</u>

Fund Statement

TC4H: Teton County 4-H Endowment Fund

From: 1/1/2014 To: 12/31/2014

Fund Code: TC4H

DETAILED STATEMENT OF FUND ACTIVITY: TC4H: Teton County 4-H Endowment Fund

Contributions		
Date	Description	Amount
11/13/2014	Teton County 4-H	\$16,000.00
Total Contributions		\$16,000.00

Grants		
Date	Organization	Amount
07/08/2014	Teton County	\$5,000.00
Total Grants		\$5,000.00

Fund Statement

TC4H: Teton County 4-H Endowment Fund

From: 1/1/2015 To: 6/30/2015
Fund Code: TC4H

	Current Period
Beginning Fund Balance	
Beginning Balance	\$46,755.91
Fund Additions	
Pledge Payments	\$0.00
Non-Pledge Payments	\$0.00
Investment Income	\$1,953.30
Other Additions	\$0.00
Total Fund Additions	<u>\$1,953.30</u>
Fund Decreases	
ICF Management Expenses	(\$4.72)
Grants and Distributions	\$0.00
Other Decreases	\$0.00
Total Fund Decreases	<u>(\$4.72)</u>
Ending Fund Balance	<u>\$48,704.49</u>

Report: Club - Totals (Primary County Only)
Filters: RoleType=Member; Status=Active;

Teton

Club	Mode	Contact	Primary Club Only		All Members	
			Adults	Youth	Adults	Youth
ARCHERY	Community	Christy Reece	2	29	2	45
ART - Kim Cauzza	Community	Kim Cauzza	1	8	1	20
CAKE DECORATING	Community		0	4	0	9
CLOVERBUD	Community		0	11	1	12
Clyde Waddell <i>Beef / Driving</i>	Community	Clyde Waddell	1	3	1	3
Cooking-Tami Watson	Community		0	2	0	4
CROCHET -Kim Cauzza	Community		0	0	1	3
CROSS STITCH -Teresa Roberts	Community	Teresa Roberts	1	4	1	8
DIGITAL PHOTOGRAPHY -Wendy Wilson	Community	Wendy Wilson	1	2	1	14
Dog-Teresa Schwarzwalter	Community	70 Thistle Creek Dr.	1	2	1	11
HIKING -Judy Gonsalves	Community	Judy Gonsalves	0	0	0	3
Hillman Livestock <i>Goats / Swine</i>	Community	Lori Hillman	1	1	1	4
HORSE - Elaine Johnson	Community	Elaine Johnson	0	6	0	7
HORSE - Jane Chambers	Community	Jane Chambers	0	3	0	7
HORSE-Heidi Hansen	Community		0	4	0	6
Karli Livestock Club	Community	Karli Moulton	0	4	0	5
Kim Hill Livestock <i>Sheep / Swine</i>	Community	Kim Hill	2	10	2	16
LEATHERCRAFT-Chris Miller	Community	Chris Miller	0	8	0	29
Lego Robotics- Wendy Wilson	Community		0	0	0	2
Livestock Market -Katie Salabury <i>Sheep / Swine</i>	Community		2	3	2	11
Poultry & Birds -Braiden Klingler <i>Poultry / Turkey</i>	Community		0	2	0	10
QUILTING - Monica Jones	Community		0	2	0	3
RABBITS	Community		0	4	0	13
ROCKETS - Ben Eborn	Community		0	1	0	11
SEWING 1ST YEAR <i>4 and 2nd</i>	Community		0	1	0	9
Sewing-Carolee Moulton <i>3rd and up</i>	Community	Carolee Moulton	0	2	0	8
SWINE-Baconators <i>Sheep / Swine</i>	Community	Tammy Sachse	1	8	1	14
TEEN LEADERSHIP -Morgan/Hailey	Community		0	1	1	11
VET SCIENCE -Summer Winger	Community	Summer Winger	0	4	0	20
Working Ranch - Ben Eborn/Clyde Waddell	Community		0	1	2	8

Report: Club - Totals (Primary County Only)
Filters: RoleType=Member; Status=Active;

Teton

Club	Mode	Contact	Primary Club Only		All Members	
			Adults	Youth	Adults	Youth
ARCHERY	Community	Christy Reece	2	27	2	50
ART - Kim Cauzza	Community	Kim Cauzza	0	4	0	15
BEADING - Chris Miller	Community		0	0	0	4
Beef - Ben Eborn	Community		0	0	0	1
CAKE DECORATING	Community		0	2	0	7
CLOVERBUD	Community		0	4	1	7
CLOVERBUD -(Animals)	Community		0	1	1	5
CLOVERBUD -(Healthy Snacking)	Community	Amanda Artigues	1	0	1	5
Clyde Waddell	Community	Clyde Waddell	1	4	1	4
Cooking-Katie Salsubury	Community		1	4	1	10
CRIME & SPY SCIENCE CLUB	Community		1	1	1	11
CROCHET -Kim Cauzza	Community		0	0	0	5
CROSS STITCH -Teresa Roberts	Community	Teresa Roberts	1	1	1	6
DIGITAL PHOTOGRAPHY -Wendy Wilson	Community	Wendy Wilson	1	1	1	7
Dog-Christy Reece	Community		0	1	0	5
Dog-Teresa Schwarzwalter	Community	70 Thistle Creek Dr.	1	3	1	9
Driving Horses-Samantha Kearsley	Community	Samantha Kearsley	1	1	1	5
Dutch Oven Cooking	Community		1	0	1	0
HIKING -Judy Gonsalves	Community	Judy Gonsalves	0	0	0	2
Hillman Livestock	Community	Lori Hillman	1	3	1	4
HORSE - Elaine Johnson	Community	Elaine Johnson	1	11	2	12
HORSE - Jane Chambers	Community	Jane Chambers	1	5	1	9
Horse - Lori Hillman	Community	Harley Wilcox	1	8	2	14
Horse/English-Carey Joseph	Community	Carey Joseph	1	1	1	9
HORSE-Heidi Hansen	Community		1	5	1	8
Karli Livestock Club	Community	Karli Moulton	1	4	1	6
Kim Hill Livestock	Community	Kim Hill	1	9	1	16
LEATHERCRAFT-Chris Miller	Community	Chris Miller	0	11	0	31
Livestock Market -Katie Salabury	Community		1	7	3	16
Market Beef - Brooke Kearsley	Community	Brooke Kearsley	0	0	0	2
Poultry & Birds -Braiden Klingler	Community		0	3	0	11
QUILTING - Monica Jones	Community		0	0	0	2
RABBITS	Community		1	2	1	13
RIFLE SHOOTING SPORTS -	Community		0	2	0	13
ROCKETS - Ben Eborn	Community		0	1	0	13
SEWING 1ST YEAR	Community		0	0	0	5
Sewing-Carolee Moulton	Community	Carolee Moulton	1	5	1	9
SHEEP -	Community	Tammy Sachse	0	0	0	4
SWINE-Baconators	Community	Tammy Sachse	0	0	0	8
TEEN LEADERSHIP -Morgan/Halley	Community		2	3	2	13
VET SCIENCE -Summer Winger	Community	Summer Winger	1	0	1	13
Working Ranch - Ben Eborn/Clyde Waddell	Community		3	4	3	26



Class Title: Extension Assistant

Pay Grade: ____

FLSA Designation: Covered

Established: 3-09

Revised:

Class Summary/Primary Function

The principal function of an employee in this class is to provide clerical support for the Extension Educator and staff, monitor the budget and maintain financial records, assist in implementation of Extension Office programs, respond to the public's requests and questions, assist with the County fair, schedule events at the fairgrounds and arena, organize meetings, collect fees and make reservations for community classes offered by the Extension Office, and communicate with staff and clientele about programs. The work is performed under the supervision of the Extension Educator. The principal duties of this class are performed in an office environment.

Essential Duties and Responsibilities (will vary by assignment)

- Performs clerical support duties such as typing and transcription, composing correspondence, letters and memos; taking dictation and minutes; performing data entry; and drafting reports;
- Monitors budget and maintains financial records;
- Assists in collecting and summarizing data for program evaluation and annual reports;
- Communicate with staff and clientele about 4-H youth programs, events and activities;
- Arranges and participates in meetings and workshops;
- Assists in recruiting 4-H leaders;
- Takes reservations and collects fees for classes;
- Organizes and arranges logistics for meetings, conferences, workshops and committee meetings;
- Assists with off-site camps and classes;
- Schedules fairground and arena events;
- Prepares materials and arranges meetings for Master Gardening Program;
- Responds to and resolves complaints and concerns from citizens about programs, facilities, and policies; keeps all parties informed;
- Performs time management and scheduling functions, meet deadlines, and set project priorities;
- Responds to citizens' questions and requests in a courteous and timely manner;
- Performs all work duties and activities in accordance with County policies, procedures, and safety practices.

Other Duties and Responsibilities

- Performs other related duties as required.

Competency Requirements:

Knowledge of:

- Clerical and administrative functions in a modern office;
- Operation of modern office equipment including a personal computer and job-related software;
- Public relations skills;
- Research techniques and statistical compilations;
- Cash handling and balancing;
- Recordkeeping and document management.

Ability to:

- Read, interpret, and explain Extension Office programs, policies and procedures;
- Provide clerical support and operate modern office equipment;
- Provide needed assistance for Extension Office programs, meetings, conferences, and workshops;
- Maintain detailed and accurate computerized and hard copy files;
- Monitor budgets and maintain accurate financial records;
- Communicate effectively, both orally and in writing;
- Maintain effective working relationships with other County employees, supervisory personnel, and the public;
- Prepare accurate and reliable reports, and maintain required files and documentation;
- Perform multiple tasks simultaneously, including handling interruptions, and return to and complete tasks in a timely manner;
- Develop creative and effective resolutions to simple and complex problems;
- Determine priorities and make work assignments; follow-up to ensure desired results;
- Work independently and handle a variety of public interactions or situations with tact and diplomacy;
- Maintain a professional demeanor during stressful situations;
- Operate standard office equipment and a personal computer including program applications appropriate to assigned duties;
- Perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Maintain individual and transaction confidentiality;
- Perform all work duties and activities in accordance with County policies, procedures and safety practices.

Acceptable Experience and Training

- High school diploma or GED required; and
- One (1) to three (3) years related work experience preferred; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the duties of this job.

Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to understand verbal instructions and to communicate effectively on the telephone and in person;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, prepare, read, organize and maintain accurate files;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate office equipment;
- Sufficient personal mobility, flexibility, and balance, with or without reasonable accommodation, which permits the employee to lift or move objects that weigh up to 30 pounds and work in an office environment.
- Jobs in this class require performing repetitive hand movement in gripping, fingering, and hand/wrist/arm movements. Related job tasks may require walking, standing, sitting, lifting, stooping, squatting, kneeling, bending, crouching, pushing, grasping, and reaching.



Class Title: 4-H Coordinator

Pay Grade: ____

FLSA Designation: Covered

Established: 3-09

Revised:

Class Summary/Primary Function

The principal function of an employee in this class is to coordinate and organize 4-H programs in Teton County. Primary duties include promoting participation in 4-H programs; encouraging parents and others to serve as 4-H leaders; assisting the Extension educators in organizing 4-H programs; organizing fundraisers for scholarships; learning individual program content and requirements; preparing participants and others for the County Fair; organizing and facilitating camps; arranging meetings; communicating with staff and clientele about programs; and assisting with office responsibilities. The work is performed under the supervision of the Extension Educator. The principal duties of this class are performed in an office and classroom environment.

Essential Duties and Responsibilities (will vary by assignment)

- Assists the Extension educators in organizing 4-H programs;
- Leads the 4-H program recruitment activities, encouraging youth, parents and others to participate;
- Organizes fundraisers for scholarships; works closely with the Scholarship Committee;
- Represents Teton County at District 4-H Council Meetings;
- Attends District 4-H training meetings;
- Coordinates 4-H Demo Day and Scholarship Picnic;
- Prepares 4-H participants and others for Teton County Fair and Eastern Idaho State Fair;
- Sets up and coordinates Achievement Night and Family Dinner;
- Communicate with staff and clientele about 4-H youth programs, events and activities;
- Arranges and participates in meetings and workshops;
- Assists in recruiting 4-H leaders;
- Participates as a camp counselor;
- Responds to and resolves complaints and concerns from citizens about programs, facilities, and policies; keeps all parties informed;
- Performs time management and scheduling functions, meet deadlines, and set project priorities;
- Responds to citizens' questions and requests in a courteous and timely manner;
- Performs all work duties and activities in accordance with County policies, procedures, and safety practices.

Other Duties and Responsibilities

- Assists with office management and duties;
- Performs other related duties as required.

Competency Requirements:

Knowledge of:

- Planning, overseeing, directing, evaluating and coordinating youth programs;
- Public relations skills;
- Develop successful community relationships and finding resource people and materials;
- Organize effective meetings;

- Operation of modern office equipment including a personal computer and job-related software;
- Using and adapting project materials;
- Recordkeeping and document management.

Ability to:

- Read, interpret, and explain 4-H programs, policies and procedures;
- Plan, direct, evaluate and coordinate youth programs;
- Conduct effective community programs to recruit and promote 4-H participants and content leaders;
- Identify and obtain program materials;
- Read, comprehend, use and adapt program materials;
- Serve as a camp counselor, role model and program leader;
- Provide clerical support and operate modern office equipment;
- Communicate effectively, both orally and in writing;
- Maintain effective working relationships with other County employees, supervisory personnel, and the public;
- Prepare accurate and reliable reports, and maintain required files and documentation;
- Perform multiple tasks simultaneously, including handling interruptions, and return to and complete tasks in a timely manner;
- Develop creative and effective resolutions to simple and complex problems;
- Determine priorities and make work assignments; follow-up to ensure desired results;
- Work independently and handle a variety of public interactions or situations with tact and diplomacy;
- Maintain a professional demeanor during stressful situations;
- Operate standard office equipment and a personal computer including program applications appropriate to assigned duties;
- Perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Maintain individual and transaction confidentiality;
- Perform all work duties and activities in accordance with County policies, procedures and safety practices.

Acceptable Experience and Training

- High school diploma or GED required; and
- One (1) to three (3) years related work experience preferred; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the duties of this job.

Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to understand verbal instructions and to communicate effectively on the telephone and in person;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, prepare, read, organize and maintain accurate files;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate office equipment;
- Sufficient personal mobility, flexibility, and balance, with or without reasonable accommodation, which permits the employee to lift or move objects that weigh up to 30 pounds and work in an office environment.
- Jobs in this class require performing repetitive hand movement in gripping, fingering, and hand/wrist/arm movements. Related job tasks may require walking, standing, sitting, lifting, stooping, squatting, kneeling, bending, crouching, pushing, grasping, and reaching.

3050 - POSITION DESCRIPTIONS
UI FACULTY POSITION DESCRIPTION FOR ANNUAL PERFORMANCE REVIEW for 2014
(revised 10-10)

Name: Benjamin M. Eborn

Department: Extension Eastern District

Title/Rank: Associate Professor

Appointment: Academic Year Fiscal Year

Other:

Tenure Status: Nontenured Tenured

Year Tenured: 2009

NOTE: Each category below (I-IV) may include the following areas, as appropriate: advancement, interdisciplinary activity, activity at centers, professional development and extramural professional service (see 1565 B for definitions). [ed. 10-10].

I. TEACHING AND ADVISING:

1. Instruction (FSH 1565 C-1 a; Strategic Action Plan Goal 1):

a. Courseload:

Semester	Subject	Course #	Section	Course Credits	Credit Responsibility*	Course Title
Spring						
Fall						
Summer**						

* Percentage/or credit(s) of responsibility for a team taught course.

**See summary table on back page.

b. Describe additional instructional responsibilities (course redesign; introduction of new delivery methods; involvement in course, program, and university level assessment of student learning outcomes; etc.):

c. Provide a statement of your goals and objectives for teaching.

Est. Instruction Percentage of Responsibility: Spring: 0 Fall: 0 Summer: 0

2. Advising and/or Mentoring Students (FSH 1565 C-1 b; Strategic Action Plan Goal 1):

Advisees (#): Undergraduate (Approx): Major Minor Certificates

Grad (Major Professor): Doctoral Masters Thesis Masters Non-Thesis

Mentees (#): Graduate Undergraduate

a. Other Service to Students (organization/program advisers, masters/doctoral committees as opposed to major professor, etc.):

b. Provide a statement of your goals and objectives for advising and/or mentoring.

Est. Advising and/or Mentoring Percentage of Responsibility: Spring: 0 Fall: 0 Summer: 0

Total Teaching and Advising Percentage of Responsibility: Spring: 0 Fall: 0 Summer: 0
 (carry forward to summary table)

II. SCHOLARSHIP AND CREATIVE ACTIVITIES (FSH 1565 C-2; Strategic Action Plan Goal 2): [May include Teaching/Learning (FSH 1565 C-2 a), Artistic Creativity (FSH 1565 C-2 b), Discovery (FSH 1565 C-2 c), Integration (FSH C-2 d), and Scholarship of Outreach/Application/Engagement Activities (FSH 1565 C-2 e)]

Provide a statement of your goals and objectives for scholarship and creative activities.

Develop researched-based educational materials; generate and interpret new knowledge by conducting research and publishing results in appropriate publications; evaluate appropriate programs and report impact.

Objectives:

- 1) Complete the peer reviewed Financial Condition of Idaho Agriculture Projections for 2013.
- 2) Report impact of my programming efforts through Impact Statements and other appropriate publications.
- 3) Work with Extension faculty to write a journal publication.
- 4) Keep updated on new trends, demographics, and technology as applicable to Extension programs through attendance at training events including local, state, and national training meetings, conferences and seminars.

Est. Percentage of Responsibility:

Spring: 5 Fall: 5 Summer: 5
(carry forward to summary table)

III. OUTREACH AND EXTENSION (FSH 1565 C-3, Strategic Action Plan Goal 3): [May include Extension, Distance Education, Service Learning, Cooperative Education, Technology Transfer (see FSH 1565 B for definitions) *[ed. 10-10]*

Provide a statement of your goals and objectives for outreach and extension.

Communicate with appropriate university faculty, economic organizations, industry organizations and cooperating agencies to determine trends and issues affecting agriculture, rural economic development, farm and ranch business management, 4-H and youth. Identify and prioritize educational needs of the County with the help of local advisory committees. Conduct educational programs and research, and provide access to university resources to meet local needs. Plan, implement, develop and evaluate educational programs, and report programming efforts.

Objectives – Farm and Ranch Management – Estimated % of Extension time: 42%

- 1) Plan and conduct farm and ranch management classes.
- 2) Work with the farm management team to deliver educational programs throughout southern Idaho in cooperation with the Idaho Barley Commission, the Farm Bureau, and the Farm Service Agency.
- 3) Develop relationships with local farmers and ranchers through on-farm calls and office visits.
- 4) Encourage producers to utilize FinPack as a planning and analysis tool.
- 5) Provide assistance to cereal grain producers in Teton and surrounding counties.
- 6) Assist with the Cereal School and Barley Commission risk management workshops.
- 7) Provide assistance to livestock producers and range and pasture managers in Teton and surrounding counties.
- 8) Build relationships of trust among community leaders, business owners, and residents.
- 9) Conduct the first Idaho Ag Outlook Seminars.
- 10) Conduct farm succession and estate planning workshops.
- 11) Provide contact between campus and local decision makers.

Objectives – 4-H and Youth Development – Estimated % of Extension time: 30%

- 1) Assess the needs of families and the community and look for ways to meet those needs.

- 2) Offer 4-H youth development programs that provide leadership opportunities for youth and adults.
- 3) Identify and recruit caring leaders who can participate in programs as role models.
- 4) Express appreciation for volunteers who are actively involved and assist them in any way.
- 5) Plan, coordinate, implement, and evaluate youth development programs such as 4-H clinics and contests.
- 6) Work with Extension staff on the County fair, state fair, and 4-H camp.
- 7) Lead the rocketry and bucket calf 4-H clubs.
- 8) Provide input and support at County Fair Board meetings.

Objectives – Small Acreages and Emerging Specialty Crops – Estimated % of Extension time: 20%

- 1) Provide information to local residents through mass media, office visits, and home/farm visits.
- 3) Conduct workshops on proper small acreage management.
- 4) Provide support to the County and cities on their noxious weed programs.
- 5) Work with the Henrys Fork Cooperative Weed Management Area and local landowners on biological and other weed control programs.

Objectives – Extramural Service– Estimated % of Extension time: 5%

- 1) Actively participate in the community and serve on local and county committees as requested.

Objectives – Outreach – Estimated % of Extension Time: 3%

- 1) Promote the University of Idaho by increasing the awareness of the role of the University, College of Agricultural and Life Sciences, and University of Idaho Extension among the people of Teton County and the region.
- 2) Facilitate the transfer of technology, research, and knowledge from the university system to the local county and community residents.
- 3) Help recruit students to the University of Idaho through personal contact and by maintaining up-to-date information on the University of Idaho degree programs in the Teton County Extension Office.
- 4) Understand, support, and be an advocate of UI distance education programs; communicate the educational needs of local people to the University.
- 5) Report programming efforts using the CALSPlan system.
- 6) Ensure compliance with the University of Idaho policy on non-discrimination as stated in the University of Idaho Faculty Staff Handbook, Section 3060. Contribute to the University of Idaho Extension and Teton County Extension Affirmative Action and Americans with Disabilities Act Plans.
- 7) Work with and develop coalitions with organizations and agencies in response to local issues.
- 8) Collaborate with Extension educators in the sub-region or Madison, Fremont, Clark, Jefferson, and Bonneville counties to deliver programming in agriculture production, marketing, and farm and ranch management to meet identified needs of crop and livestock producers.

Objectives – Multi-County

- 1) Plan and conduct farm and ranch management classes in Rexburg and Pocatello.
- 2) Plan and conduct regional commodity schools for grain and beef producers.
- 3) Assist neighboring counties with their Master Gardener programs.

Est. Percentage of Responsibility:

Spring: 85 Fall: 85 Summer: 85
(carry forward to summary table)

IV. UNIVERSITY SERVICE AND LEADERSHIP:

1. Intramural Service (See FSH 1565 C-4 a):

a. Provide a statement of your goals and objectives for intramural service.

Serve on University of Idaho, county, and local committees as appropriate.

Serve on the advisory board and provide input and support for the Agricultural Economics and Rural Sociology Department.

Est. Intramural Service Percentage of Responsibility: Spring: 5 Fall: 5 Summer: 5

2. Unit Administration (See FSH 1565 C-4 b.1.): [ed. 10-10]

a. Provide a statement of your goals and objectives for unit administration.

Est. Unit Administration Percentage of Responsibility: Spring: _____ Fall: _____ Summer: _____

3. Other Administration (See FSH 1565 C-4 b.2.): [ed. 10-10]

a. Provide a statement of your goals and objectives for other administration.

- 1) Oversee the day-to-day operations of the Teton County Extension Office, including a) planning and conducting regular staff meetings to facilitate team building, program planning, office management, and coordination and evaluation of programs; b) procuring and maintaining equipment and supplies, including maintenance of office equipment inventory and ownership records; and c) maintaining overall appearance of general public areas.
- 2) Supervise the county Extension budget process, including budget preparation, accounting, and presentation to county commissioners and UI administration.
- 3) Supervise the Extension office staff, including hiring, training, and conducting annual staff evaluations.
- 4) Ensure completion of Financial Audit Committee Certification (COH section B3, pg. 7), Annual Summary Financial Report (COH section B3, pg. 11), and Club/Group Financial Documents Form with appropriate signatures (COH section B3, pg. 13).
- 5) Maintain a positive working relationship with the county commissioners; share programming successes and challenges with commissioners and coordinate opportunities for other office faculty and 4-H program staff to update commissioners on their programming efforts.
- 6) Market UI Teton County Extension programs to county commissioners, key county officials and the general public to gain visibility for potential expanded programming and support.
- 7) Establish and maintain a good working relationship with other local, state and federal agencies.
- 8) Maintain and meet with the Teton County Overall Extension Advisory Committee to review county needs in all program areas.

Est. Other Administration Percentage of Responsibility: Spring: 5 Fall: 5 Summer: 5

Total University Service & Leadership Percentage Responsibility: Spring: 10 Fall: 10 Summer: 10

(carry forward to summary table)

Percentage of Responsibility Summary				
Area	Planned Percentage Allocation			
	Spring	Fall	Summer*	Annual
Teaching and Advising	0	0	0	0
Scholarship and Creative Activities	5	5	5	5
Outreach & Extension	85	85	85	85
University Service & Leadership	10	10	10	10
Total (All must equal 100%)	100	100	100	100

Interdisciplinary/Center Activities: Attach narrative.**

**If the above box is checked, the unit administrator is responsible to solicit comments from, and discuss with, the interdisciplinary/center administrators listed whether the interdisciplinary/center activities as stated are accurate. All solicited comments are to be attached to this form. (FSH 3050 B-2, 3520 E-1, G-3, G-4 c, 3560 C, and E-2d, and 3320 A-1 d).

1. Faculty Member: I agree that this is a reasonable description of my responsibilities to the University of Idaho for the forthcoming calendar year.

Ben Elm 1/29/14
Signature of Faculty Member/Date

2. Unit Administrator(s) (including faculty with joint appointments when appropriate): I agree that this position description is a reasonable reflection of the stated expectations for progress towards tenure, promotion and/or continued satisfactory performance.

Barbara Petty 3-3-14
Signature of Unit Administrator/Date

Signature of Additional Unit Administrator /Date
(e.g. joint appointments if applicable)

3. College Dean: I agree that this position description is a reasonable reflection of the stated expectations for progress towards tenure, promotion and/or continued satisfactory performance.

J.C. Felt 3/6/14
Signature of Dean/Date
Don Hill

From: County Extension, Teton (teton@uidaho.edu) [teton@uidaho.edu]
Sent: Tuesday, September 22, 2015 3:30 PM
To: Cindy Riegel
Subject: 4-H information from Scott

I meant to say twice during the year!

From: Nash, Scott (snash@uidaho.edu)
Sent: Tuesday, September 22, 2015 2:37 PM
To: County Extension, Teton (teton@uidaho.edu) <teton@uidaho.edu>
Subject: RE: 4-H in Teton County

Tammy,

Listed below is what I am supposed to do but

The key thing for your commissioners to know is that this position is new and as such will develop based on the needs of the people. I hope to bring educational programs and activities to help local youth and adults develop leadership and life-skills to help them be productive and responsible citizens in communities. The best way to do that is to listen to the local needs and provide opportunities for local faculty, staff and volunteers to be trained to deliver the programs that will best meet the needs of our people. I plan to visit each of the 16 counties I'm assigned to at least twice during the year with the opportunity to be in your county other times as needed. Idaho 4-H continues to grow. In our district the program is strong because we have great staff members in place. Currently 5 counties are in the process of hiring, interviewing or searching for new Extension Educators. This provides a great opportunity to bring new people with new ideas to each of those counties. I will work to orient each of those new educators how to conduct 4-H consistently. One of the positions similar to mine will be to work with 4-H Shooting Sports to grow the program in Idaho. I think this is exciting and has the potential to increase participation locally and statewide.

Duties:

Provide program leadership, district-wide technical support, and state-wide leadership in 4-H Science, Healthy Living or Citizenship. Facilitate training for volunteers and 4-H staff in 4-H Science, Healthy Living, and Citizenship, all of which will help youth make better decisions and become actively engaged citizens.

- Support local educators, coordinators and assistants with regards to 4-H program planning, delivery, and evaluation.
- Provide leadership in developing a strong corps of volunteers to effectively deliver 4-H educational programs.
- Promote effective, efficient communication, collaboration, and coordination among Extension personnel utilizing their varied expertise to deliver high-quality 4-H youth development programs.
- Create, promote and engage 4-H Extension personnel and volunteers in appropriate 4-H youth development training and opportunities. Seek and encourage innovative practices to ensure a culture of inclusivity as well as reaching diverse and underserved audiences for 4-H members, families, and volunteers within the program.

- Provide leadership in the development, implementation and evaluation of flexible programs designed to enhance leadership, citizenship and communication skills, sound decision-making and other life skills in youth and adult program participants.
- Provide leadership for Extension 4-H personnel related to adult volunteer management (i.e. recruitment, screening, training, supervising, evaluating, recognition and retention counseling).
- Serve as a liaison between local Extension 4-H personnel and the State 4-H Office; providing representation, ensuring open lines of communication, helping ensure programmatic alignment with state initiatives and policies.
- Recruit, support, and connect 4-H members and County 4-H Professionals to local, district, and statewide opportunities.
- Work in concert with county chairs to provide guidance for local Extension 4-H educators, coordinators and/or program assistants.

I hope you can get something to share from all of that. Good luck!

Scott



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

Public Works Department
MEMORANDUM

150 Courthouse Drive
Driggs, ID 83422

September 21, 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 September 25, 2015 BoCC Meeting.

SOLID WASTE

Landfill Cap Update:

Landfill Cap Rehabilitation Project – Weather delays were encountered the week of 9/14. Revised schedule shows cap being completed 11/3 WEATHER PERMITTING.

Waste & Recyclable Collection Contract:

- RAD is on schedule to begin trash collection the week of 11/1/2015.
- A list of current subscribers was requested from VSL to allow for the County contacting current them to make sure they were aware of the required transition. VSL response was due to legal issues, they were not able to release that information. The VSL representative did say that they intended to notify current customers through billings and other avenues.

Solid Waste & Recyclable Material Collection, Hauling, Management, Transportation and Transfer Ordinance:

- The proposed ordinance was sent to mayors of Victor, Driggs and Tetonia for comment. The City of Driggs provided their draft Secured Load Ordinance.

ACTION ITEM – Motion to approve the Solid Waste & Recyclable Material Collection, Hauling, Management, Transportation and Transfer Ordinance as presented by staff

Household Waste Minimum Fee – The BoCC has discussed the possible reduction of the minimum \$10 fee for household waste received at the Transfer Station. Public Works is evaluating data from the past year and comparing it to historical projections. The new software was installed in October of 2014. Data will be collected through September 30 to provide a complete year of data. A report of our findings will be presented at the October 12 BoCC meeting.

ROAD & BRIDGE

Road & Bridge Crews:

- Crews continue working on drainage and re-construction of N3000W
- Advisory and street signs under the LHTAC sign grant have been ordered and will be installed later in the fall.
- Road & Bridge has depleted their culvert inventory and would like to replenish stock on hand. The culvert budget for FY2015 has been depleted. We are proposing to transfer funds from the Road & Bridge Remaining Cash fund.

ACTION ITEM – Motion to approve the transfer of \$13,000 from Road & Bridge Remaining Cash to Fund 02 – Road and Bridge, Account Number 0645 – Culverts for re-stocking of common culvert sizes

ENGINEERING

E5000S Road Reconstruction:

- The Contractor for E5000S, MD Construction, has been provided a punch list for completion on the project and has minimal work left to do.
- Overages occurred during construction for various reasons and are outlined in the attached table. Overages were kept to less than 7% of the approved budget.
- Additional funding is proposed to come from Road & Bridge remaining cash. In addition, I am proposing remaining funds from various line items in Funds 02 – Road & Bridge and 33 – Levee be transferred into line item 523 – Reconstruction to pay the final invoice. Proposed fund transfers are outlined in the attached spreadsheet

ACTION ITEM – Motion to approve the transfer of funds from Road & Bridge and Levee funds as outlined in Budget Transfers for E5000S spreadsheet and as presented by staff for final pay application of E5000S Reconstruction Project

W6000S Road Reconstruction: The next item to accomplish on the critical path for design of W6000S is to develop a mitigation plan. The first choice for a mitigation project is to expand wetlands around an existing spring located along W6000S on Mr. Heimerl's property as shown in attached Exhibit A. Scope for the development of a mitigation plan was not included in the original W6000S Road Reconstruction design contract. Alder Environmental prepared the original application to the Army Corps of Engineers and has proved the attached proposal for preparing the mitigation design for submittal to the Corps.

ACTION ITEM – Motion to approve Alder Environmental to prepare a wetland mitigation assessment & plan for the W6000S Road Reconstruction Project as outlined in the attached proposal dated August 10, 2015. Cost not to exceed \$7,970

Be it ordained by the Board of County Commissioners of Teton County, Idaho that the following ordinance be adopted and added as Chapter 8, Title 4 to the Code of Teton County.

TITLE 4, CHAPTER 8

Solid Waste and Recyclable Material Collection, Hauling, Management, Transportation and Transfer Ordinance

4-8-1 PURPOSE

The purpose of this Chapter is to:

- (a) Promote recycling, the proper management of solid waste and recyclable materials and diversion of solid waste from the landfill.
- (b) Require that any and all haulers as defined herein become Teton County Authorized Haulers, and abide by the rules and regulations set forth in their authorization agreement and this ordinance.
- (c) Contribute to the reduction of the total volume and weight of waste bound for the landfill.
- (d) Establish requirements for transportation and management of solid waste and recyclable materials generated in Teton County in order to increase the diversion of recyclable materials from landfill disposal and direct the materials to the Teton County Transfer Station.
- (e) Provide an enforcement mechanism to ensure proper collection of solid waste and recyclable materials, regulated management of recyclable materials and provide protections against illegal scavenging of materials.
- (f) Provide an exemption for generators who self haul their solid waste or recyclables.

4-8-2 DEFINITIONS

As used in this Chapter, the following terms shall have the following meanings:

Teton County includes the unincorporated County.

Administrator means the Teton County Transfer Station Manager and his or her designee.

Authorized Hauler means a Hauler who, by virtue of a valid written agreement with Teton County, is authorized to collect, accept, sort, transport or otherwise transfer Solid Waste and Recyclable Materials from Generators for a fee or profit through a proper permit, business license or other regulatory structure or authorization issued by Teton County.

Collect or Collection means to take physical possession of and remove Solid Waste and Recyclable Materials placed for collection in a designated area or receptacle.

Combination Services means services that include the following: 1) both Solid Waste collection, and Recyclable Material collection for the purposes of recycling or diversion; 2) more than one bin size option per "customer type" for trash; 3) more than one bin size option per "customer type" for recycling; 4) more than one frequency per "customer type" for trash collection; and 5) more than one frequency per "customer type" for recycling collection.

Customer means a Generator that contracts for Solid Waste and/or Recyclable Material removal services and enters into a service agreement with a Hauler (must be an Authorized Hauler).

Diversion or Divert means the reduction or elimination of Recyclable Materials from solid waste disposal.

Generator means an owner or Responsible Party for a Residence(s), Commercial Facility(ies) or Business, including residential and non-residential property which generates Recyclable Materials as a result of its general activity, Business, Commercial Facility(ies) or property activity. Generator may also include tenants, property managers for facilities with leased space, employees and contractors of Generator, as well as a Responsible Party for Special Events.

Hauler means any person or commercial entity which Collects, hauls, or transports Solid Waste and/or Recyclable Materials for a fee by use of any means, including but not limited to a dumpster truck, roll-off truck, side-load, front-load, rear-load truck or a trailer.

Hazardous Waste means any waste designated as hazardous by the United States Environmental Protection Agency in 40 CFR, Part 261, or by the Idaho Department of Environmental Quality (DEQ) in the Hazardous Waste Management Rules, including but not limited to RCRA hazardous waste, petroleum products, radioactive materials, asbestos, PCB transformers, petroleum product storage tanks, or any flammable materials.

Recyclable Materials means materials that have been Source Separated from the solid waste stream prior to being set for collection. Recyclable Materials includes any materials identified by Teton County or the Teton County Administrator that they deem acceptable.

Self Haul or Self Hauling means a Generator who transports his or her own generated Solid Waste or Recyclable Materials to the Transfer Station or other proper disposal site by using a vehicle owned by that Generator or Generator's employees rather than using the hauling services of an Authorized Hauler, and landscaping and yard maintenance persons who, as a consequence of their business activity may generate, transport, and dispose of green waste they generate.

Solid Waste means all materials bound for the landfill being putrescible and non-putrescible non-recyclable solid, semisolid, and liquid wastes, including garbage, trash, refuse, rubbish, ashes, industrial wastes, demolition and construction wastes, discarded home and industrial appliances, dewatered, treated or chemically fixed sewage sludge which is not hazardous waste, manure, vegetable or animal solid and semi-solid wastes, and other non-recyclable discarded solid and semi-solid wastes. Solid Waste does not include hazardous waste or low-level radioactive waste.

Sorted Recyclable Materials means the separation of recyclable materials and commodities defined and acceptable by Teton County, Teton County Transfer Station, Teton County Administrator and/or an appointed Teton County representative.

Source Separated or Source Separation means the process of removing Recyclable Materials from Solid Waste by the Generator at the place of discard generation, prior to collection, into separate containers that are separately designated for Recyclables for the purposes of Recycling.

Transfer Station or Disposal Facility means the Teton County Transfer Station currently located at 1088 Cemetery Road, Driggs, Idaho 83422.

4-8-3 HAULERS

- A. No person or entity shall provide services as a Hauler of Solid Waste or Recyclables within the boundaries of Teton County without being an Authorized Hauler with Teton County. Authorized Haulers shall be the only permitted Haulers to remove solid waste, recyclables, and construction and demolition from single-family, multifamily residents, commercial, and industrial businesses within the County limits.
- B. Every owner or tenant of any premises within the County where solid waste or construction and demolition debris is generated and/or accumulated shall either Self Haul or accept collection service from an Authorized Hauler. No person or business shall contract for recycling or waste collection with any Hauler who is not an Authorized Hauler.
- C. Before commencing operations in Teton County, a Hauler must be an Authorized Hauler.
- D. Haulers shall identify locations for containers or bins for Solid Waste and/or Recyclable Materials with the Generator.
- E. Haulers shall take any Recyclable Materials that are collected in containers of bins for that purpose to the Transfer Station. Sorting shall be performed per requirements of the Teton County Transfer Station.
- F. All commercial solid waste trucks will be of a type suitable for the collection of garbage, modern, sanitary, clean, in good repair and of leak proof construction, and no "open" type trucks will be used in hauling solid waste. All vehicles must be appropriately registered with the Department of Motor Vehicles.
- G. Haulers will not knowingly deliver to the Transfer Station any solid waste or recyclable materials that are on the list of Teton County Solid Waste & Recycling unacceptable materials.
- H. Bulk demolition materials from any structures that are intended to be delivered to Transfer Station must have an asbestos inspection report stating that the demolition material does not contain asbestos or if asbestos was found then the asbestos needs to be removed and dispose of properly before Transfer Station will admit the demolition material.
- I. Haulers shall maintain an up to date website that describes Hauler's Collection Services, including without limitation information about the various available containers, rates, charges, and their recycling program.
- J. Haulers shall, at their sole cost and expense, maintain proof of general liability, workers' compensation and vehicle liability insurance in such limits and amounts as agreed to with Teton County. These policies shall be in full force and effect at all times during any operations within Teton County. Teton County shall be included as an additional insured on all required policies. The policies shall require insurer to provide Teton County with 30 days advance notice of any cancellation, expiration, non-renewal or reduction in coverage under the policy.
- K. Haulers must provide Teton County with a list of the vehicles used by the Hauler and the license plate number for each vehicle. The list shall be updated and resubmitted to the County within seven (7) days after the Hauler adds to or deletes from the fleet of trucks it uses in Teton County. All of the vehicles used by the Hauler for transporting construction and demolition debris in Teton County shall be maintained in a good, clean, and safe operating condition.

- L. All of the trucks used by the Hauler for the collection of construction and demolition debris shall be marked with the name and phone number of the Hauler in letters that are plainly visible and at least four inches high. Each commercial container used by the Hauler for the collection of construction and demolition debris shall be labeled by the Hauler.
- M. Hauler shall screen at the point of collection all loads of solid waste, C&D loads and recyclables to eliminate where practical, the transportation of known or suspected hazardous waste. Hazardous waste found at the point of collection shall not be collected and the Hauler shall immediately notify the generator to not throw hazardous waste in solid waste, recyclables or C&D loads.

4-8-4 DIVERSION OF SOLID WASTE

The Recycling Collection, Management and Transfer Services provided by Haulers in Teton County shall include, at a minimum, all of the following:

- A. Haulers shall, at a minimum, provide the following residential and business services:
 - 95-gallon, and 65-gallon trash roll-carts and service options will be offered.
 - Weekly and every other week trash pick up service will be offered
 - Seven (7) different “Combination” Trash and Recycling services will be offered, varying in frequency and volume
- B. Customers desiring collection of Recyclable materials shall be offered collection at a minimum of one time per month, or more as specified by contract with the Generator.
- C. Utilization of agreed upon Recycling receptacles between Hauler and Customer.
- D. Appropriate identification on Recycling receptacles or containers which allows Customers to clearly and easily identify which containers to use for Recyclables as deemed appropriate by the Generator and the Hauler.
- E. Haulers are required to have a Diversion Plan approved by Teton County. Haulers shall make best efforts to encourage customers to recycle and reduce waste through Hauler's implementation of their Diversion Plan for solid waste diversion.
- F. Haulers shall, at a minimum, provide the following residential and business services:
 - 95-gallon, and 65 gallon trash roll-carts and service options will be offered
 - Weekly and every other week trash pick up service will be offered – currently represented as part of six (6) different service options.
 - Seven (7) different residential “Combination” Trash and Recycling services will be offered.
 - Five (5) different business “Combination” Trash and Recycling will be offered.
 - Four (4) different Commercial service options will be offered for diversion services for construction and demolition using 20 yard dumpsters

4-8-5 SELF HAUL

A. Nothing in this ordinance shall preclude any person from Self Hauling Solid Waste and/or Recyclable Materials generated by that person to the Teton County Transfer Station or a legal disposal site outside Teton County. A Generator may transport Solid Waste and/or Recyclable Materials generated at its business or property to the Transfer Station or a legal disposal site outside Teton County (rather than hiring an Authorized Hauler) only if the Generator completes its activity by utilizing a vehicle owned by either the Generator or Generator's employee. This Self Haul exemption does not include contracting for or hiring a third party to transport the Solid Waste or Recyclable Materials. A Self Hauler must certify that all Self Hauling activities will be completed in accordance with this Chapter or any other applicable law or regulation.

B. Sale or Donation. Nothing in this ordinance shall preclude any Generator from selling or exchanging at fair market value, for reuse or Recycling, Source Separated Recyclable Materials generated from that Business, Commercial Facility or property; or from donating to another entity for reuse or Recycling; Source Separated Recyclable Materials generated from that Business, Commercial Facility or property.

C. No person or generator shall transport trash, garbage or refuse of any kind over the public streets and ways of Teton County in violation of the following conditions:

1. No person shall cause or permit any vehicle used for such transportation of trash, garbage or refuse of any kind to be so loaded, or to be of such construction or condition, so as to permit any of such trash, garbage or refuse of any kind to drop or fall upon or in any street or public way.

2. Cover Required: All vehicles used for such purpose shall be provided with a suitable cover securely fastened so as to retain dust and prevent the scattering or dropping of such trash, garbage or refuse of any kind in or upon the public streets or public ways.

Commented [KS1]: The removal of this provision was discussed by the Board.

D. Demolition materials from any structures that are intended to be delivered to the Transfer Station must have an asbestos inspection report stating that the demolition material does not contain asbestos or if asbestos was found then the asbestos needs to be removed and disposed of properly before Transfer Station will admit the demolition material.

4-8-6 OWNERSHIP/SCAVENGING OF RECYCLABLE MATERIALS

All Solid Waste and/or Recyclable Materials placed in containers provided or owned by the Generator, shall be considered owned by and be the responsibility of that Generator until the material is placed at Authorized Hauler's designated point of collection at which point title to the material transfers to the Authorized Hauler. Without permission of the Generator no person or entity shall collect Solid Waste placed in such containers or bins by Generators. Without permission of the Authorized Hauler no person or entity shall collect Recyclable Materials placed in such containers or bins by Customers. Title to and ownership of all Collection Materials shall transfer from Authorized Hauler to the Transfer Station upon delivery of the Collection Materials by Authorized Hauler to the Transfer Station and acceptance by the Transfer Station of such Collection Materials. Authorized Hauler may not retain ownership or possession of any Collection Materials that the Transfer Station accepts; all Collection Materials acceptable to the County shall be delivered to the Transfer Station by Authorized Hauler. Authorized Hauler will not take ownership of, and Teton County will not accept, any Hazardous Waste.

4-8-7 IMPLEMENTATION AND ENFORCEMENT

A. Utilization of Transfer Station Any Hauler who is in violation of this Chapter may be restricted from accessing the Transfer Station.

B. Administrative Citations The Administrator may issue administrative citations for violations of this Chapter or of any rule or regulation adopted pursuant to this Chapter, except as otherwise provided in this Chapter. Teton County's procedures on imposition of administrative fines are hereby incorporated in its entirety and shall govern the imposition, enforcement, collection, and review of administrative citations issued to enforce this Chapter and any rule or regulation adopted pursuant to this Chapter.

C. Criminal Penalties This Chapter does not restrict the power of the Prosecutor to bring any criminal proceeding authorized by law. Any violations of this Chapter may be charged as misdemeanors in accordance with the Teton County Code and State law.

D. Additional Remedies The Administrator may seek injunctive relief or civil penalties in the District Court in addition to the above remedies and penalties.

E. Cumulative Remedies Any remedy or penalty provided under this article is cumulative to any other remedy provided in equity or at law. Nothing in this article shall be deemed to limit the right of Teton County or its authorized collection agent(s) to bring a civil action; nor shall a conviction for such violation exempt any person from a civil action brought by Teton County or its authorized collection agent(s). Any fees and penalties shall constitute a civil debt and liability owing to Teton County from the persons, firms or corporations using or chargeable for such services and shall be collectible in the manner provided by law.

F. Liability Nothing in this article shall be deemed to impose any liability upon Teton County or upon any of its officers or employees including without limitation under the Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA).

4-8-8 FORMS, REGULATIONS AND GUIDELINES

The Administrator may adopt necessary forms, rules, regulations, and guidelines which may be necessary or desirable to aid in the administration or enforcement of the provisions of this article, including all necessary policies and procedures for the issuance of the permits, administration of this article, collection of fees and bonds and/or indemnities, or proof(s) of insurance.

4-8-9 DISCLAIMER OF LIABILITY

The degree of protection required by this Chapter is considered to be reasonable for regulatory purposes. The standards set forth in this Chapter are minimal standards and do not imply that compliance will ensure 100% safe handling of Solid Waste or Recyclables. This Chapter shall not create liability on the part of Teton County, or any of its officers or employees for any damages that result from reliance on this Chapter or any administrative decision lawfully made in accordance with this Chapter. All persons handling discarded materials within the boundaries of Teton County should be and are advised to conduct their own inquiry as to the handling of

such materials. In undertaking the implementation of this Chapter, Teton County is assuming an undertaking only to promote the general welfare. It is not assuming, nor is it imposing on its officer and employees, an obligation for breach of which it is liable in money damages to any person who claims that such breach proximately caused injury.

4-8-10 DUTIES ARE DISCRETIONARY

Subject to the limitations of due process and applicable requirements of State or federal laws, and notwithstanding any other provisions of this Code, whenever the words “shall” or “must” are used in establishing a responsibility or duty of Teton County, its elected or appointed officers, employees or agents, it is the legislative intent that such words establish a discretionary responsibility or duty requiring the exercise of judgment and discretion.

4-8-11 SEVERABILITY

If any section, sentence, clause or phrase of this article is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portion of this article. Teton County hereby declares that it would have passed this ordinance and adopted this article and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

THE CITY OF DRIGGS IDAHO

ORDINANCE #DRAFT ONLY

AN ORDINANCE OF THE CITY OF DRIGGS, IDAHO, ADDING A NEW CHAPTER 4 TO DRIGGS CITY CODE TITLE 4, TO PROHIBIT THE TRANSPORT OF UNSECURED LOADS WITHIN THE CITY; APPROVING A SUMMARY OF THE ORDINANCE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, this ordinance is necessary for the health, safety, and welfare of the residents of the City of Driggs; and

WHEREAS, the intent of this ordinance is to reduce the amount of debris or waste along roadways, to reduce the improper and unregulated disposal of waste, to protect the public health and safety, and to conserve natural resources whenever possible; and

WHEREAS, this ordinance applies to all persons, agencies, institutions, businesses, industries or governmental entities living, or operating within, the area of the City of Driggs.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DRIGGS, IDAHO:

The City Code of the City of Driggs shall be amended by the addition of a new Chapter 4 to Title 4, entitled **Unsecured Loads Prohibited**, and to provide as follows:

Chapter 4

UNSECURED LOADS PROHIBITED

Section 4-4-01 SUMMARY AND DECLARATION OF POLICY

A. Summary: This Ordinance adds a new Chapter 4 to Driggs City Code Title 4 which prohibits the transport of unsecured loads within the city, and establishes penalties for violation.

B. The purpose of this chapter is to reduce the amount of debris or waste along roadways and throughout the city, to reduce the improper and unregulated disposal of waste, to protect the public health and safety of the residents of the city, and to preserve natural resources whenever possible.

C. This Chapter shall be deemed an exercise of the police power of the City of Driggs for the protection of the public welfare, prosperity, health and peace of the City of Driggs, its residents and the community.

Section 4-4-02 DEFINITIONS

A. "VEHICLE" or "TRAILER" shall be synonymous for the purposes of this chapter, and shall refer to any motor vehicle and/or associated trailer operating on public ways.

B. "LOAD" means any item or material not permanently attached to said vehicle or trailer or completely contained by the structure thereof. This may include but is not limited to recreational equipment or vehicles, commercial equipment, lumber, gravel, dirt, asphalt, sod, garden waste, household waste, liquid, or debris or waste of any kind.

C. "OPEN LOAD" any loose material load which is not completely enclosed or contained by the structure of the vehicle, which is visible to a person standing on the ground, or is deemed likely to leak, spill or blow out of the vehicle by an officer of the city. This includes, but is not limited to, gravel, sand, dirt, lawn or yard clippings, hay or straw, household waste, liquid, debris or waste of any kind.

Section 4-4-03 PROHIBITED ACTS AND MEASURE OF EFFECTIVENESS

A. It shall be unlawful for any person to drive or move any motor vehicle or trailer on a public highway, road, street, path, or way unless the vehicle is so constructed or unless the load it carries is so secured as to prevent its contents from dropping, blowing, dripping, spilling, or otherwise escaping therefrom.

B. All loads must be secured or covered with an appropriate and effective device appropriate to the load. Such device may be a firmly secured tarp or net, rope, straps, bungee cords, or other securing device which effectively restrain the load from dropping, spilling, falling, blowing, or otherwise escaping from the vehicle or trailer.

C. All open loads shall be covered with an appropriate and effective cover which prevents blowing or spilling of the load.

D. The criterion for compliance of a cover or securing device is the effectiveness of its use as determined by the officer of the city. A loose, leaking, or poorly secured load is a violation of this Ordinance.

Section 4-4-04 EXCEPTIONS

A. Public Works Construction. The provisions of this section shall not apply to a government, quasi-government, their agents, employees or contractors, while in the immediate act of loading or unloading in the execution of maintenance or construction of a road or facility under contract with or permit from said government. Notwithstanding the above, transport to or from a work site is non-exempt.

B. Public Emergency. The provisions of this section shall not apply to a government, quasi-government, their agents, employees or contractors while in the immediate act of responding to an emergency in which life or property is in imminent danger.

Section 4-4-05 PENALTY

A. Any violation of this Chapter is punishable as set forth in Driggs Code Title 1-4, General Penalty.

(1) Penalty for driver of vehicle. In any 12 month period: a first offense shall incur a thirty dollar (\$30) civil fine; second offense seventy dollars (\$70); third offense one-hundred fifty dollars (\$150). More than three separate violations in any 12 month period shall constitute a misdemeanor and be punishable by a fine of up to five-hundred dollars (\$500) and up to thirty (30) days in jail. In the event of any delinquent civil fine for a violation under this chapter, any new violation of this chapter shall constitute a misdemeanor as noted above.

(2) Commercial or fleet entities. Any commercial or fleet entity who's vehicles are cited for more than three (3) individual violations in any 12 month period may be cited in addition to their drivers. In such a case the owner or manager of record shall be penalized upon the ~~third~~fourth individual violation, and for each subsequent violation in any 12 month period. For each violation under this paragraph the penalty may be a civil fine up to five-hundred dollars (\$500) or a misdemeanor violation including a \$500 fine and up to thirty (30) days in jail.

B. These penalties and amounts may be updated by the City Council through the adoption of its Fine and Fee Schedule, which penalties shall take precedence over those herein delineated,

except that more than three separate violations in any given 12 month period shall always constitute a misdemeanor.

Section 4-4-05 SEVERABILITY AND DATE OF EFFECTIVENESS

A. If any provision or section of this Ordinance shall be held to be invalid by a court of competent jurisdiction, then such provision or section shall be considered separately and apart from the remaining provisions or sections of this Ordinance, which shall remain in full force and effect.

B. Nothing in this Ordinance shall be construed to affect any suit or proceedings in any Court, any rights acquired or liability incurred, and permit issued, or any cause or causes of action existing under the General Ordinances of the City of Driggs or the State of Idaho.

C. That this Ordinance shall be in full force and effective after publication following passage by City Council, and approval by the Mayor.

PASSED by the Council of the City of Driggs, Idaho, this ____ day of _____, 2015.

APPROVED by the Mayor of the City of Driggs, Idaho this ____ day of _____, 2015.

ATTEST:

Hyrum F. Johnson

MAYOR

Kreslyn Schuehler

CITY CLERK

ALDER ENVIRONMENTAL, LLC

Water • Wetlands • Ecological Consulting

PROPOSAL, WORK ORDER, AGREEMENT

Date: August 10, 2015
Project Name / Location: Wetland Mitigation Assessment & Plan/ 6000S Road, Teton County, ID
Landowner Name: Teton County Idaho (road easement) / Heimerl, Herbert J. III (mitigation site)
Client Name/ Agent: Teton County Idaho/ Darryl Johnson, Director of Public Works

Alder Environmental, LLC agrees to perform the following services for the above named Client:

6000S Road Corridor Wetland Mitigation near Victor, Teton County, ID

A wetland functional assessment will be completed for the wetland impacts determined by project corridor linework (Jorgensen Associates, 03/16/15) as well as the Herb Heimerl property mitigation site. A mitigation design and plan will be prepared for the Herb Heimerl property mitigation site only, ~0.5 to 1.8 acres (Exhibit A). Additional mitigation sites and plans will require more time and effort to complete and are not included in this agreement.

- **Wetland Functional Assessment & Report** for impacted wetlands & mitigation site (according to *2008 Montana Wetland Assessment Method*)
 - Site Inventory - evaluate seasonal hydrologic influences, functions/values
 - Complete *2008 Montana Wetland Assessment Method* data forms
 - Prepare summary report, submitted to ACOE
- **Mitigation Design and Plan Report** for Herb Heimerl property mitigation site (Exhibit A; according to ACOE *Compensatory Mitigation for Losses of Aquatic Resources; Final Rule 33 CFR Parts 325&332*)
 - Site Inventory – wetland delineation, vegetation, soils, ground/surface hydrology
 - Mitigation design, drawings, construction specifications
 - Final mitigation plan report, submitted to ACOE

Cost For Above Listed Services: \$7,970

Not Included In Services And Cost:

- Additional mitigation sites
- Excavator costs for soil & groundwater test pits
- Geotechnical Engineer analysis for evaluation of subsurface soils/ aggregate for roadway use
- Topographic survey of mitigation site
- Correspondence and access agreements with private landowners
- Easements (conservation or other) for the mitigation site

ACCEPTANCE & AUTHORIZATION

- Acceptance: To accept this agreement, please sign and return this form via email to brian@alderenvironmental.com or mail to P.O. Box 6519, Jackson, WY 83002.
- Services in addition to those described in this proposal either requested by the Client or necessitated by a change in requirements of any governmental agency shall be considered as additional work and shall be paid by the Client. The Client understands and agrees that all work not specifically delineated within the services described herein shall be billed on a time and materials basis in accordance with our current rate schedule. This payment shall be in addition to any budget, bid, or maximum price agreement for the above-described scope of work. Wherever practical, changes, additions, or modifications to the scope of work shall be authorized by written change request.

Agreement Continued: Wetland Mitigation Assessment & Plan/ 6000S Road, Teton County, ID

- In the event that all or any portion of the work prepared or partially prepared by Alder Environmental, LLC is suspended, abandoned, or terminated by the Client, the client shall pay Alder Environmental, LLC for work performed, plus any required project documentation.
- Alder Environmental, LLC shall not be responsible for delays in completing the work described herein which cannot reasonably be foreseen on the date of this proposal, or for delays which are caused by factors beyond their control or delays resulting from the action or inaction of any governmental agency.
- All original documents, including drawings prepared by Alder Environmental, LLC under this proposal as instruments of professional services are the property of Alder Environmental, LLC.
- Client agrees to indemnify and hold Alder Environmental, LLC harmless from any liability, claims, and expenses, including any legal costs that may arise in connection with our services under this agreement.
- Client will be billed monthly, payment is due upon receipt.

Client Signature

Alder Environmental, LLC signature

Printed Name

Brian E. Remlinger

Printed Name

Date

Date

EXHIBIT A - Wetland Mitigation Assessment & Plan/ 6000S Road, Teton County, ID





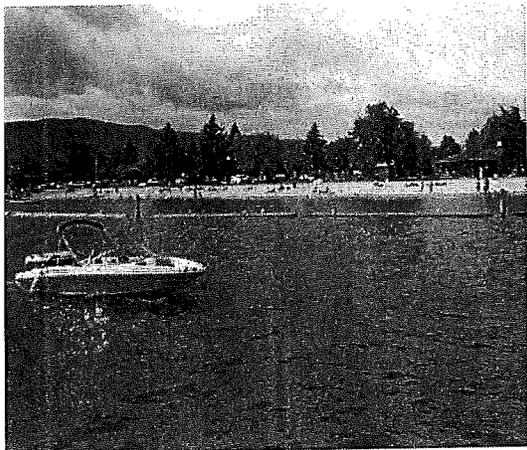
FROM: Planning Staff, Jason Boal
TO: Board of County Commissioners
RE: Planning & Building Department Update
MEETING: September 25, 2015

Long-Range Projects:

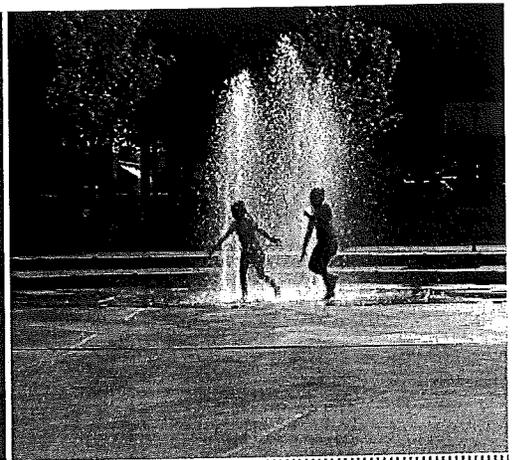
- Land Use Code Revision Process-
 - Staff is continuing to making edits
 - Staff has contracted with a graphic designer to update the graphics
 - Anticipate taking our revisions to the PZC next month to start their review.

Trainings:

- Idaho APA
Sandpoint, ID (October 6-9th)
- Greenbuild International Conference & Communities & Affordable Homes Summit
Washington D.C. (November 16-20th)



EXPERIENCE
THE SMALL
TOWN VIBE



CONFERENCE SCHEDULE AT A GLANCE

RURAL SPACES & URBAN PLACES | CHARTING THE FUTURE OF IDAHO

WEDNESDAY OCTOBER 7, 2015

- 1:15 - 2:30 pm - (Block I)** Law: Regulating Signs after Reed vs. Town of Gilbert | *Auditorium - 2nd Floor*
NOTE: This Session starts at 1:00pm
- Charting a future for Rural Communities | *Board Room - 2nd Floor*
- Planning for and with Fire in Idaho, Roundtable | *Community Room A - 1st Floor*
(2nd Floor - 30min)
- Break**
- 3:00 - 4:15 pm - (Block II)** Planning for Water: the State of the Art Next Door | *Community Room B - 1st Floor*
- Bicycle and Pedestrian Counting Methodologies and Strategies | *Community Room A - 1st Floor*
- New Tools and Traditional City Building | *Auditorium - 2nd Floor*
- Final Draft Plan Peer Review | *Board Room - 2nd Floor*
- Mobile Tour:** Downtown Vitalization (3:00-4:30 pm) | *Atrium*
- 6:00 - 9:00 pm** Awards Ceremony at Trinity Cafe | *City Beach*

THURSDAY OCTOBER 8, 2015

- 7:00 - 8:00 am** Buffet Style Breakfast | *Community Room*
- 8:00 - 9:15 am** Welcome and Keynote Address Robert Liberty, Director of the Urban Sustainability Accelerator at Portland State University | *Community Room*
- 9:30 - 10:45 am - (Block III)** The Economic Profile System: A Free Online Tool to Understand Your Economy | *Community Room B - 1st Floor*
- Area of City Impact | *Auditorium - 2nd Floor*
- Putting Nature to Work | *Community Room A - 1st Floor*
- Mapping the Significance of Agricultural Freight in Rural and Urban Settings | *Board Room - 2nd Floor*
(2nd Floor - 30min)
- Break**
- Bridging the Gap: Planning-Project Development-Implementation | *Board Room - 2nd Floor*
- 11:15 am - 12:30 pm- (Block IV)** Using Our History to Build Our Future | *Auditorium - 2nd Floor*
- Placemaking for Your Downtown | *Community Room A - 1st Floor*
- Roundtable Discussion: Idaho Rural County Planning Updates | *Community Room B - 1st Floor*



Farmers' Market | Wednesday 3-5:30pm & Saturday 9am-1pm

- 12:45 pm - 2:15 pm** **Lunch & Plenary Speaker Charles Marohn, Jr. PE, AICP, president, Strong Towns | Community Room**
- 2:30 - 3:45 pm -**
(Block V) Q&A with Charles Marohn | *Auditorium - 2nd Floor*
Teton View Regional Plan for Sustainable Development | *Board Room - 2nd Floor*
Regulation of Wineries, Distilleries, and Breweries | *Community Room A - 1st Floor*
Idaho Plan4Health and Healthy Food Accessibility Healthy Food Accessibility within Ada County, Idaho | *Community Room B - 1st Floor*
(2nd Floor - 30min)
- Break**
- 4:15 - 5:30 pm -**
(Block VI) Bonner County's Economy: Sustaining Resilient Growth | *Auditorium - 2nd Floor*
Your Long-Range Transportation Plan is Not a Paperweight | *Board Room - 2nd Floor*
Small Town Planning for the Arts | *Community Room A - 1st Floor*
Planning for Pedestrians and Bicyclists in Small Towns | *Community Room B - 1st Floor*
- 5:45-6:45 pm** Board Meeting | *Pend d'Oreille Winery*
- 6:30 pm** Stepping out in Sandpoint

FRIDAY OCTOBER 9, 2015

- 7:00-8:00 am** Breakfast To Go | *2nd floor*
- 8:00 - 9:15 am -**
(Block VII) The Impact of Parks and Open Space on Property Values: A Case Study of Boise | *Auditorium 2nd Floor*
Community-based Conservation and Trail Planning in Bonner County | *Community Room B - 1st Floor*
- 8:00 - 9:30 am** AICP Code of Ethics | *Board Room - 2nd Floor*
Break **(2nd Floor - 9:15 - 9:30)**
- 8:00 - 10:45 am** Placemaking: Advanced Techniques for Programming and Design | *Community Room A - 1st floor*
- 9:30 - 10:45 am -**
(Block VIII) Planning for the Sharing Economy | *Community Room B - 1st floor*
Shoreline Problems and Solutions: the Invasive and Persuasive | *Board Room - 2nd Floor*
The Basics of Federal Indian Law for Planners (9:30-11:00 am) | *Auditorium - 2nd Floor*
- 9:30 - 11:30 am** Mobile Tour: Pend Oreille Bay Trail | *Atrium*
Break **(2nd Floor - 10:45 - 11:00)**
- 11:00 am - 12:15 pm -**
(Block IX) Knowing your Responsibilities, a guide for training P/Z members and Elected Bodies | *Community Room A - 1st Floor*

Jason Boal

From: Kirsten Swanson <kswanson@usgbc.org>
Sent: Wednesday, September 23, 2015 2:40 PM
To: Jason Boal
Subject: Your Scholarship at Greenbuild: Greenbuild 2015 + Communities & Affordable Homes Summit+Travel & Lodging

Congratulations, Jason!!!!

You've been selected for one of the scholarships to the Greenbuild International Conference & Expo 2015 in Washington, D.C.! Greenbuild is the world's largest conference and expo dedicated to green building. The ideals and passion of the green building community come alive at Greenbuild. The buzz is contagious!

You were selected for the **Greenbuild + Communities & Affordable Homes Summit + Travel & Lodging Scholarship!** This includes full conference registration, travel arrangements (up to \$500), 4 nights shared hotel lodging (Monday, November 16 – Friday, November 20), and one year subscription to Education @USGBC!!!

YOUR NEXT STEPS -

1. ACCEPT THE SCHOLARSHIP

Let us know no later than **5:00 PM EST on Wednesday, September 30, 2015** if you accept the scholarship and are able to go by completing this quick form:

<https://usgbc.wufoo.com/forms/quick-acceptance-greenbuildcahstravellodging/>

Those who have not completed this form by the deadline above forfeit their 2015 Greenbuild Scholarship. This quick acceptance form lets us know that you received your offer for a Greenbuild 2015 scholarship and decision to accept it or not. Upon acceptance, you will be sent further details on registration and booking travel, etc. Once these steps are complete, you will provide additional information through a more lengthy form discussed in Step 5.

2. REGISTER FOR GREENBUILD

Upon accepting the scholarship through the form above, you will receive instructions and a code to register for Greenbuild as a Scholarship Recipient.

3. BOOK YOUR TRAVEL

Scholarship recipients are traveling from all over the world. USGBC will cover your flight or rail travel through an agent at our travel provider, Atlas. Details to book your travel will be sent after September 28th to those who accept the scholarship through the form in Step 1. Price limits for domestic air or rail are not to exceed \$500. International flights must be comparable to the average flight cost at the time of booking or not exceed \$1,500. Any booking exceeding these limits will be flagged for approval by USGBC prior to booking. Additional costs associated with requests outside of reasonable accommodation or the specified booking time will be paid by the scholarship recipient.

You should be prepared to book travel that arrives and departs in accordance to your participation in the full program of your scholarship.

Greenbuild International Conference & Expo

Washington Convention Center in Washington, D.C.

Arrive in Washington, D.C. by 5 PM ET, Monday, November 16

Leave after 2 PM ET, Friday November 20.

Communities and Affordable Homes Summit

Washington Convention Center in Washington, D.C.

Tuesday, November 17, 2015

Start: 9:00 AM ET.

4. PICK A ROOMMATE

One of the benefits of the Greenbuild Scholarship is making new friends in the USGBC Community. We want each Scholarship recipient to have a peer-buddy at the conference. A list of all scholarship recipients will be provided once everyone has accepted through the quick acceptance form. Once you receive this list, please review and let us know your top three choices for a roommate at Greenbuild. This information is collected through the Final Acceptance Form.

5. COMPLETE FINAL ACCEPTANCE FORM

Once all the above steps have been completed, please fill out the [Greenbuild + Communities & Affordable Homes Summit + Travel & Lodging Scholarship Final Acceptance Form](#). **The information within the form is critical for your final scholarship acceptance and is due by 5:00PM EST (Eastern Standard Time) on Monday, October 19.**

We are excited to have you join the USGBC Community at Greenbuild 2015 in Washington, D.C. As we move forward toward the event, additional information on special programming will become available. In the meantime, review and act on the items above.

If you have any questions, please email scholarships@usgbc.org.

Regards,
Ryan Snow, LEED AP BD+C
Community Advancement
U.S. Green Building Council
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