

**OFFICE OF THE BOARD OF COUNTY COMMISSIONERS
OF BLAINE COUNTY
REGULAR MEETING OF THE APRIL 2023 SESSION**

Third Day

Tuesday, April 11, 2023

Pursuant to Statutory Provisions, the Board of Blaine County Commissioners (BCC) met this day at 9:00 a.m. Present were Chair Muffy Davis, Vice-Chair Angenie McCleary; County Administrator Mandy Pomeroy; County Administrative Services Director Kristy Heitzman, Administrative Assistant Morgan Baird, County Clerk Stephen McDougall Graham, Human Resources Generalist Justin Highhouse, County Treasurer John David Davidson, County Land Use and Building Services Director Tom Bergin, IT Enterprise Architect Ben Parker, IT Analyst Garrett Boyle, County Elections Supervisor Hayleigh Simpson, Deputy Clerk-Auditor-Recorder Brooke Baird, Deputy Clerk-Auditor-Recorder Hal Jardine, and County Clerk Stephen McDougall Graham, Melissa McClure, and Boise State Public Radio Reporter Rachel Cohen, was present for the morning session.

Some participants in this meeting were by web conference or teleconference.

Chair Muffy Davis called the meeting to order at 9:00 a.m.

PUBLIC COMMENT – NONE

PROCLAMATION 2023-02 TELECOMMUNICATORS MONTH

Present: Emergency Communications Director Robin Stellers, City of Hailey Police Chief Steve England.

National Public Safety Communicators week is the second week of April, to honor Emergency Communication personnel. They are first contact for emergency and non-emergency 911 calls. They communicate with callers, gather information to determine the severity of the call and dispatch the appropriate emergency agencies.

McCleary moved, seconded by Davis, to approve Proclamation 2023-02 A Proclamation of The Board of County Commissioners of Blaine County, Idaho to Recognize Public Safety Telecommunicators month. Motion passed unanimously.

CONSENT CALENDER

- Claims for April 11, 2023
- **Resolution 2023-10 Blaine County District Court Budget Adjustment** Record #**699713**
- Junior College Certificate of Residency forms
 - College of Southern Idaho
Fall 2023 & Spring 2024
Maria Paredes Gutierrez

McCleary moved, seconded by Davis, to approve the consent calendar for April 11, 2023. Motion passed 2/0.

COUNTY DEPARTMENT REPORTS

Human Resources - Justin Highhouse

- **Records Management Specialist Position Analysis**

The Clerk would like to introduce the Records Management Specialist, a new position in the Department. The pay grade 8 position will have no impact on the Department's budget. The position will organize the County vault, by analyzing, and determining what documents should remain in the vault, destroyed, or preserved through historical societies. Besides organizing the vault, the position will support the Clerk of the Board of Equalization and create a standard procedure for presenting and tracking County resolutions, proclamations, appointments, and ordinances.

McCleary moved, seconded by Davis, to approve the creation of a Records Management Specialist at paygrade level 8. Motion passed 2/0.

Clerk - Stephen McDougall Graham

- County Clerk Stephen McDougall Graham informed the Blaine County Commissioners that there will be a budget request to replace Computer Arts. Computer Arts is technologically antiquated and issued their "end of life" statement. County Departments are evaluating two alternative public sector software providers that offer customizable integration capabilities. Two counties transitioned to Tyler Technologies two years ago and are still undergoing the transition. The County should begin its transition next year but expects the transition to take several years to complete. The transition will affect all the Departments who are currently using Computer Arts. During the transition Departments may have to enter data twice into Computer Arts and the new software until the transition is complete.

Land Use and Building Services - Tom Bergin

Present: Tom Begin, Zoning Specialist | Rachel Martin, County Certified Building Official Jeff Giese, Land Use and Building Services Administrative Services Sonia Lopez.

- Land Use and Building Services began their transition to OpenGov two years ago. The Department still uses CAI but anticipates having a portion of the transition completed this summer. OpenGov offers different modules that provide multiple functions.
- County Land Use and Building Services Director Tom Bergin anticipates refunding approximately \$17,000 in building permits. Inflation affected construction, although the cost of goods decreased the cost to construct is still high.
- The Land Use and Building Services Department is currently short-staffed but is successfully managing the Department's workflow. The Department is currently working on the Comprehensive Plan, Subdivision Ordinances, and Overlay amendments, and flood preparation.
- Idaho House Bill 287 impacts Blaine County energy code. McCleary suggested an Energy Reduction Ordinance.

County Administrator – Mandy Pomeroy

- The Administrative Services Department has a vacant full-time position and would like to revise the position description. County Administrator Mandy Pomeroy would like for the position to oversee grants and contracts, insuring compliance, terms, and requirements.
- County Administrative Services Director Kristy Heitzman will schedule staff for the media training with Deb Volare, the County's communication consultant.
- The Blaine County Commissioners agreed the two remaining ARPA contracts require in-person and paper project reports, and the monies be split into a minimum of two payments. Pomeroy, County Clerk Stephen McDougall Graham, and County Chief Deputy Prosecuting Attorney Tim Graves will forward the updated contracts to the applicants for review.

CONTRACTS, GRANTS AND AGREEMENTS

Present: Noxious Weed Supervisor John Cenarrusa, County Floodplain Manager Kristine Hilt, Grants, Elections and County Services Specialist Deidre Dolce, County Disaster Services Coordinator Chris Corwin,

- **2023 ISDA CWMA Distribution Agreement State Cost Share Funds**

The Idaho State Department of Agriculture Cooperative Weeds Management Noxious Weed Cost Share program is reimbursing 5 to 8% of administrative services. The County will be receiving approximately \$100 more than the requested amount.

McCleary moved, seconded by Davis, to approve the Idaho State of Agriculture Cooperative Distribution agreement cost share funds of \$7,580. Motion passed 2/0.

- **Sluder Construction, Inc. for bank stabilization work within the Big Wood River near Glendale Road Bridge**

The County Floodplain Manager Kristine Hilt presented the Big Wood River near the Glendale Road Bridge bank stabilization estimate prepared by Sluder Construction, Inc. Sluder Construction, Inc performed the gravel extraction and has the experience and equipment to work in a waterway. Pomeroy requested for the indemnification clause to be removed from the contract and returned for signature.

McCleary moved, seconded by Davis, to approve the contract between Blaine County and Sluder Construction, Inc for bank stabilization work within the Big Wood River near the Glendale Bridge, the amount not to exceed \$4,400. Motion passed 2/0.

McCleary amended her motion.

McCleary moved, seconded by Davis, to approve the contract between Blaine County and Sluder Construction, Inc for bank stabilization work within the Big Wood River near the Glendale Bridge, the amount not to exceed \$4,400 to be paid from contingency. Motion passed 2/0.

BREAK

BOARD of COUNTY COMMISSIONER'S REPORTS

Blaine County Regional Transportation Committee Meeting

- Idaho Transportation Department secured the funding for the stoplight at Ohio Gulch intersection.
- Mountain Rides will be suspending the late-night bus service and reinstating the Twin Falls bus route.

South Central Public Health New Commissioner Orientation

Davis attended the orientation and met the new Lincoln County and Jerome County Commissioners. Davis anticipates SCPH budget request will be significantly higher with high property values.

MEETING CONCERNING DISTRICT NONCOMPLIANCE WITH IDAHO CODE SECTION 67-1076 REPORTING REQUIREMENTS

Present: County Chief Deputy Prosecuting Attorney Tim Graves

The Idaho State Tax Commission confirmed that the Little Wood River Irrigation District, Carey Flood District 2, and the Water Master District 37 are compliant. The Picabo/Gannett Cemetery District will remain noncompliant until the Governor Office appoints two commissioners to the board. The Blaine County Commissioners are authorized to waive fees, and a special audit for the complaint districts.

McCleary moved, seconded by Davis, finding the Carey Flood District 2, Little Wood Irrigation District, and the Water Master District 37 are compliant with Idaho Code 67-1076 waiving fees and special audit. Motion passed 2/0.

APPROVAL of BOARD of COUNTY COMMISSIONERS MEETING MINUTES

- December 27, 2022, Regular Meeting

McCleary moved, seconded by Davis, to approve the Board of Blaine County Commissioner Meeting Minutes for December 27, 2022, as amended. Motion passed 2/0.

- January 23, 2023, Special Meeting

McCleary moved, seconded by Davis, to approve the Board of Blaine County Commissioner Special Meeting Minutes for January 23, 2023, as amended. Motion passed 2/0.

- January 24, 2023, Regular Meeting

McCleary moved, seconded by Davis, to approve the Board of Blaine County Commissioner Meeting Minutes for January 24, 2023, as amended. Motion passed 2/0.

- February 6, 2023, Special Meeting

McCleary moved, seconded by Davis, to approve the Board of Blaine County Commissioner Special Meeting Minutes for February 6, 2023, as amended. Motion passed 2/0.

Davis requested to include five draft minutes from 2018 in next week's agenda.

FLOOD PREPARATION DISCUSSION

Present: GIS Manager Sam Young, Blaine County Senior GIS Analyst Kelly Green, Blaine County Disaster Services Coordinator Chris Corwin, County Floodplain Manager Kristine Hilt, Chief Deputy Sheriff Will Fruehling, County Road and Bridge Manager Steve Thompson.

- Blaine County Senior GIS Analyst Kelly Green presented an interactive flood map of Blaine County. The map features roads, parcels, flood layers and water depths, stream gages, structures and structure damage, flood status and locations, and stream alteration permits. The map updates every two minutes and allows for data to be added and removed. The County Floodplain Manager Kristine Hilt, Blaine County Disaster Services Coordinator Chris Corwin, County Administrative Services Director Kristy Heitzman will be able to update the maps, permits, structure damage, and upload photos.
- The cities of Ketchum, Hailey and Carey are hosting three community meetings. County Floodplain Manager Kristine Hilt and Blaine County Disaster Services Coordinator Chris Corwin will discuss flood prevention, resources, warnings, and evacuation levels.
- Hilt mailed flood preparation post cards; arranged for Volare Communication to post flood alerts on the County's social media accounts. The Blaine County Commissioners will coordinate with the Idaho Mountain Express and Eye on Sun Valley regarding public notice for emergency meetings.
- County Disaster Services Coordinator Chris Corwin suggested having a Disaster Declaration prepared as a precaution.
- In the past the County supplied the cities with some sandbag supplies, but ultimately the cities provided sandbag supplies for their residents.
- The Sheriff's Office is responsible for road closures and emergency evacuations. The Sheriff's Office uses Code Red, Integrated Public Alert & Warning System (IPAWS), and social media outlets to warn the public of any emergencies. County Road and Bridge Manager Steve Thompson will notify the Sheriff's Office of any road closures and update the dashboard.

BREAK

EXECUTIVE SESSION - Idaho Code Section 74-206(1)(d) - Consideration of records exempt from disclosure, Idaho Code Section 74-206(1)(f) Threatened Litigation, Quigley Ranch Mediation Update, and Idaho Code Sections 74-206(1)(b) - Evaluation, Dismissal or Disciplining of Employees or Public Officers.

Present: County Administrator Mandy Pomeroy, County Land Use and Building Services Director Tom Bergin, County Deputy Prosecuting Attorney Amanda Greer, IT Security/Network Engineer Jon Eaton,

IT Enterprise Architect Ben Parker.

McCleary moved, seconded by Davis, to go into Executive Session, Idaho Code Section 74-206(1)(d) - Consideration of records exempt from disclosure, Idaho Code Section 74-206(1)(f) Threatened Litigation, Quigley Ranch Mediation Update, and Idaho Code Sections 74-206(1)(b) - Evaluation, Dismissal or Disciplining of Employees or Public Officers. Davis (aye), McCleary (aye). Motion passed 2/0.

No action will be taken.

OPEN SESSION RESUMED 3:01

LAND USE and BUILDING SERVICES HEARINGS

- **60 Cooper Dr. - Plat Amendment: Public hearing on and consideration of an application by Anette Wachter to amend Lot 10, Block 2, Griffin Ranch PUD Subdivision Phase 3, by adding an accessory building envelope.**

Present: County Land Use and Building Services Director Tom Bergin, Land Use Planner Allison Kennedy, County Engineer Jeff Loomis, Big Wood River District #9 Commissioner Bryan Dilworth, Karen Parson, Christine Rolf, Gary Parson, Dennis O'Brian, Rudy Blu, George Prentice, Erick Powell,

Land Use Planner Allison Kennedy read the public notice dates for this hearing.

McCleary moved, seconded by Davis, that notice for this hearing is adequate. Motion passed 2/0.

No disclosures.

New materials were provided to the Blaine County Commissioners.

Public Comment – Lot owner 13A submitted a letter.

Applicant Representative Josh Glik

The proposed accessory building envelope is 14,941 ft equestrian facility with the possibility of adding an additional dwelling unit. Glik provided photos of other Griffin Ranch PUD lots with ADUs. The Griffin Ranch PUD Design Review Committee (DRC) will review the application if it is approved by the County. Glik provided pictures of his property's view corridor before and after a neighbor constructed an ADU.

Land Use Planner Allison Kennedy determined the view corridors for lots 12 and 13a would be affected. County Land Use and Building Services Director Tom Bergin questioned why the building envelope was three times the size of the actual building. Bergin suggested shrinking the envelope and moving it west, to preserve the neighbors' view corridors.

The applicant requested a larger envelope to avoid a replat in the future. A larger envelope would allow the applicant to shift or rotate the building. Glik requested additional time to discuss suggestions with the applicant.

Public Comment:

- Griffin Ranch Lot 13A owner Christine Rolf.
Rolf responded to the comments Glik made regarding her barn. She placed her barn directly behind her home and blocked her own view corridors. Rolf supports the barn shifting west away from her property.

McCleary suggested the applicant revise the application making the envelope smaller and shifting the envelope west. The Blaine County Commissioners would like to continue the hearing. Land Use and Building Service would need sufficient time to publish notice, and alert surrounding neighbors of another public hear.

McCleary moved, seconded by Davis, to continue this hearing to a date uncertain. Motion passed 2/0.

- **Glendale Road Bridge - Big Wood River - Bank stabilization-Stream Alteration Permit: Public hearing and consideration of an application by Flood Control District #9 for work within the Big Wood River. The proposal includes bank stabilization of the western upstream bank to protect the exposed bridge abutment. The property is located at 25 Glendale Road within Lot 2 of Armstrong Ranch Sub and Tax Lots 7277, 7278, and 7279.**

County Floodplain Manager Kristine Hilt read the public notice dates for this hearing.

McCleary moved, seconded by Davis, that notice for this hearing is adequate. Motion passed 2/0.

No disclosures.

No new materials.

Public Comments – Idaho Fish & Game Environmental Staff Biologist Bradley Dawson is not pleased that the project is being done during the spring spawning stage. Future bridge repairs should be scheduled accordingly for minimal impact.

It is unusual for fish to spawn in an industrial area of a river, but the sedimentation could affect spawning downstream. Hilt explained the urgency of repairing the bridge as a precautionary measure. Big Wood River District #9 and Blaine County are considered the applicant and will cost share the project total. County Floodplain Manager Kristine Hilt explained the additional conditions for the Stream Alteration Permit.

Public Comments – None

Deliberation – The Blaine County Commissioner agreed the stream alteration permit meets the standards.

McCleary moved, seconded by Davis, to approve the application by the Flood Control District #9 for a Stream Alteration Permit on the Big Wood River adjacent to the Glendale Road Bridge within Township 1 North, Ranch 18 East, Section 13, finding the propose complies with the applicable criteria set forth under Title 9 Zoning Regulations, Chapter 17, Floodplain Overlay District and Riparian Setback District, subject to the listed conditions.

LAND USE and BUILDING SERVICES

- **Findings: Glendale Road Bridge Flood Control District #9 Gravel Extraction Stream Alteration Permit**

McCleary moved, seconded by Davis, approving the Finding Facts Conclusions of Law and Decisions finding the Glendale Road Bridge Flood Control District #9 for a Stream Alteration Permit on the Big Wood River. Motion passed 2/0.

County Floodplain Manager Kristine Hilt alerted the Blaine County Commissioners that the Flood Control District #9 submitted a request to waive the stream alteration application. The fee waiver does not include the \$75.00 administrative fee, or the County Engineer fee. Hilt will add the fee waiver to the following agenda.

ADJOURN

At the hour of 4:00 p.m., with no more business before them, the County Commissioners adjourned.

Attest: _____ Approved _____
 Stephen McDougall Graham Muffy Davis
 County Clerk Chair