

**OFFICE OF THE BOARD OF COUNTY COMMISSIONERS
OF BLAINE COUNTY
SPECIAL MEETING OF THE JUNE 2023 SESSION**

Third Day

Monday, June 12, 2023

Pursuant to Statutory Provisions, the Board of Blaine County Commissioners (BCC) met this day at 10:00 a.m. Present were Chair Muffy Davis, Vice-Chair Angenie McCleary, and Commissioner Lindsay Mollineaux; Blaine County Clerk Stephen McDougall Graham, Blaine County Administrator Mandy Pomeroy; County Administrative Services Director Kristy Heitzman, Administrative Assistant Morgan Baird; Blaine County Assessor Jim Williams, Deputy Assessor Melissa Fry, Appraiser Gretchen Stinnett, GIS/Certified Mapper/Roll Clerk Joanne Freeman, Appraiser Alyssa Cenarrusa, Appraiser Camile Kloer, Appraiser Erin Swanson, Deed Processing Specialist Angelica Cenarrusa, County Elections Supervisor Hayleigh Simpson, IT Security/Network Engineer Jon Eaton, and Deputy Clerk-Auditor-Recorder Joana Guerrero.

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

Chair Davis called the meeting to order at 10:00 a.m.

BUDGET WORKSHOP

Assessor – Blaine County Assessor Jim Williams

- Idaho State Commission Property Tax Administrator George Brown will conduct assessed market value training on June 27th for the Board of Equalization.
- The Assessor's Department storage was converted into additional office space, stored records were digitized causing an overage on their maintenance budget line.
- Williams is not supportive of IT Department merging all the printer contracts.
- Williams provided the Blaine County Commissioners with the Department of Motor Vehicles (DMV) daily tasks and responsibilities. Since the Idaho Transportation Department (ITD) assumed all the online DMV transactions the DMV Department has been able to function properly without additional support. The Sheriff's FY24 budget request includes a new full-time employee (FTE) for the Driver's License Department. The Blaine County Commissioners proposed having DMV staff support the Driver's License Department. Williams stated he doesn't have adequate staff to support another department.

GIS – County Administrator Mandy Pomeroy

- County Disaster Services Coordinator/GIS Analyst Chris Corwin will be assisting the Sustainability Department with the Colorado Gulch Bridge project, and search for open or upcoming grant opportunities.
- The GIS Department included parcel migration support in their FY24 budget request. Emergency Communications Department contributes funding for parcel migration, the total contribution amount is being verified.
- The GIS and IT Department submitted a joint budget request to upload GIS imagery to the cloud. When GIS imagery is uploaded to the County's production storage it disrupts the common drive and shared server. The cost to upload the imagery to the cloud is approximately \$26,000. Eventually the County will need to upgrade the production storage costing approximately \$100,000 if GIS continues to upload images to the production storage.

IT Department – IT Security/Network Engineer Jon Eaton

- The IT Department suggested merging all the department printer contracts under one master contract, that the IT Department would manage.
- The IT Department submitted a request to upgrade the 10-year-old printers at the Sheriff's Office.

BREAK

BUDGET WORKSHOP, Continued

Present: Blaine County Fair Board Member Danny Simpson, Mountain Humane Senior Director & Shelter Operations Kelly Mitchell, Mountain Humane Senior Director & Finance and Human Resource Officer Brent Householder.

Blaine County Fair Board – Danny Simpson

- The Blaine County Fair will begin August 1st and end August 8th. Farm Bureau contributed monies to aid the Fair Board in securing additional entertainment for the fair.
- The Fair Board is waiting for estimates to repair the concession stand and refurbishing the bleachers. They are planning to install additional speakers, repair steps and windows at the 4H Building and finish pouring concrete in the sheep/pig barn.
- In FY22 the Fair Board went over the Premiums and Awards \$2,000 budget by \$800, they increased the Premiums and Awards budget line to \$3,000.
- Pomeroy and County Facilities Manager Blaine County Facilities Manager Pat Boyle will adjust the utilities budget accordingly.

Mountain Humane

- Other Cities that adopted the Microchipping Program have seen a reduction in capital expenses. Microchipping will allow the Police and Mountain Humane to verify owner information. Mountain Humane will schedule microchipping dogs. The Microchipping Program will be free to Blaine County Residents. The Mountain Humane will begin microchipping clinics in July.
- Mountain Humane Senior Director & Finance and Human Resources Officer Brent Householder explained the fees and how they are determined. The Mountain Humane invoices the County quarterly, the invoice shows operating costs, medical expenses, and impound fees.

ADJOURN

At the hour of 1:42 p.m., with no more business before them, the County Commissioners adjourned.

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