



Madison County Commissioners  
Department Head Meeting Minutes

JULY 7, 2014

8:00 AM

COMMISSIONERS ROOM

**ATTENDEES**

**Commissioners: Chairman Kimber Ricks, Jon Weber and Todd Smith**  
**Deputy Prosecuting Attorney: Troy Evans**  
**County Clerk: Kim Muir**

**AGENDA TOPICS**

**Pledge of Allegiance:**

Invocation was offered by Sheriff Roy Klingler

Those in attendance were: Commissioner Ricks, Commissioner Weber, Commissioner Smith, Troy Evans, Kim Muir, Sherry Arnold, Brent McFadden, Brent Saurey, Paul Sorensen, Craig Rindlisbacher, Dave Walrath, Bruce Bowler, Sheriff Klingler, Greg Malstrom, Kirk Mace, Luke Erickson, Dawn Hunter, Jared Bingham, Ryan Kaufman and Dan Roberts.

**Troy Evans:**

Troy gave a presentation on a new personnel policy being offered by our insurance carrier, ICRMP. "For cause" versus "at will" employment was discussed. Troy explained the pros and cons of each. Interest was expressed by those in attendance to going with an "at will" policy. Based upon the conversation, the "at will" policy will be sent out for review. Nepotism, the location of storing personnel files, introductory periods, personal conduct, relationship policy, candidacy for elective office (interoffice), compensatory time, payroll procedures, employee benefits, paid time off, FMLA, discipline procedures and discrimination policies were discussed.

Sheriff Klingler suggests a committee be formed to discuss the personnel policy and make recommendations. Sheriff Klingler or Ryan Kaufman from the Sheriff's office, Dave Walrath, Sherry Arnold, Kirk Mace and Jared Bingham volunteered to be on the committee. Troy would also be on the committee.

It was asked if first responders are exempt from the taking cars home. Kim and Troy would check with Dana Izatt for clarification. Law enforcement is exempt, but there is a question about probation officers.

**Commissioners – Budget Updates:**

BOE will finish up by next Monday, and we should be able to put final numbers to the individual budgets.

**Kim Muir – Grant Updates:**

Federal grant requirements are being tightened and will need to be tracked by one person, county wide. Kim needs to know from all departments the federal grants and what stipulations have to be met as far as grant matches, reporting requirements, etc.

**Commissioner Ricks – Think Green/Energy Saving:**

Those present were asked to plan with staff to find ways to save money and energy by looking at ways to economize and save energy, fuel and electricity.

The Personnel Policy talks about ethics. Some of the County's biggest problems are supervisors being too lenient. Problems can be solved better if they are solved quickly. Lenience is linked with tolerance and kindness, but the best way to treat a problem is to be up front and with firmness. Let them know immediately when a behavior is not acceptable.

Assignments from Commissioners: Provide feedback on policy manual, go back with the idea of improving service and empower staff to make good decisions.

Matters that affect all department heads:

- Kirk reported that the county party will be July 31st at Rexburg Rapids.
- Sherry has collected 99% of the 2013 tax. Her department thinks green 100% of the time.
- "In God we Trust", the Country's motto, has been put on all Sheriff's vehicles. Sheriff Klingler encouraged the county to adopt this. He also gave an update on the victim missing on the South Fork. They feel he has been taken under current and will surface sometime in the next week.

**Dave Walrath:**

- Final design review has been submitted on the Thornton Interchange. This also shows the road closures. Placement of the cull-de -sac is still under review.
- Road and Bridge has been chip sealing and applying mag chloride to the roads in the past few weeks.
- Road and Bridge is having a retirement party the same day as the county party.
- There has been a lot of illegal dumping lately, and Dave would like to have an Ordinance that would provide for fines for illegal dumping. Enforcement will be very difficult, perhaps impossible, but posting it may help alleviate the problem.

**Review and sign:**

Commissioner Smith made a motion to sign the claims presented by the Clerk. Commissioner Weber seconded and voting was unanimous.

Commissioner Weber made a motion to sign and approve the Certificates of Residency for Runae Smith, Rebecca Eaton and Jaron Smith. Commissioner Ricks seconded and voting was unanimous.

Commissioner Weber made a motion to sign the June 23, 2014 Commissioners' Meeting Minutes. Commissioner Smith seconded and voting was unanimous.

The Alcoholic Beverage License for Mendoza will be reviewed at the next meeting.

Commissioner Ricks made a motion to amend the agenda to consider the personnel items. Commissioner Smith seconded and voting was unanimous.

Commissioner Ricks made a motion to approve the personnel actions. Commissioner Smith seconded and voting was unanimous.

**Urban Renewal:**

This will be discussed at the next meeting.

**Public Health Board Appointments:**

Commissioner Ricks made a motion to support the reappointment of Kathy Rinaldi. Commissioner Weber seconded and voting was unanimous.

**BOE AGENDA:**

*Darrik Farmer*

This was cancelled as there was an agreement with the Assessor.

*Woodshed Properties Ltd.*

Kevin Snell appeared telephonically. Julia Solomon was present to speak. Mr. Snell came into the office with a list of comparable sales. Most were not comparable as they were short sales or foreclosed properties. The Assessor will go to properties to assess the basements.

*Legacy Cove Limited - Gregory A. Damico*

Enrollment at the college has affected the income at this complex. Occupancy was good for 2013. They have been advised to talk with the Assessor next year. Repair bills have been high, administration fees are excessive and the fees convert to value. Gary asked for additional financial information and has not received it or notification that he wanted to change the date of the hearing. Gary feels his comparisons are right in line. When appraising property for a refinance or a sale, he takes a three year snapshot. Some complexes legitimately have problems as enrollment has been down at BYU the past few years. This matter will be on the agenda for next week.

*Mesa Falls Apartments, LLC - James Anderson*

Discussion was with James Anderson, CEO of Kartchner Homes. The property owner has the right to meet with the Assessor and work out details. If it cannot be worked out, the matter goes to the Board of Equalization. BOE matters must be worked out before the second Monday in July. Assessed value has been set, and the burden of proof is with the property owner. Mr. Anderson had asked for information from the Assessor, which he has not received. They have nine buildings under construction, and only three were complete and rentable at the January 1<sup>st</sup> deadline. He has given exact costs for all of the buildings complete and those under construction. He feels it is substantially different than what the Assessor is showing as assessed value.

Gary's understanding is that five buildings were completed as of January 1st. Parties will check to see if occupancy permits were issued at that time. James states that from a construction standpoint, they were probably 95% complete at that time. Building permit value is \$1,957, 085 per building. Commissioner Ricks asks why occupancy permits would be issued if the buildings weren't complete. Income approach assessments were discussed.

*Christy M. Swenson*

The property is 2.821 acres. It is irrigated agricultural and has been used as Ag for years. Her daughter uses the property as agricultural for a 4-H project where she raises sheep and pays a lease fee of \$12/year. She feels it meets the definition for Ag property. Commissioner Ricks made a motion to apply the Ag exemption to this property. Commissioner Weber seconded and voting was unanimous.

Commissioner Ricks moved to recess the board of Equalization until July 14<sup>th</sup>. Commissioner Smith seconded and voting was unanimous.

Commissioner Smith made a motion to adjourn. Commissioner Weber seconded and voting was unanimous.

Approved:

Kimber Ricks, Commission Chairman

Jon Weber, Commissioner

Todd Smith, Commissioner