

**BOARD OF ADA COUNTY COMMISSIONERS  
MINUTES OF THE OPEN BUSINESS MEETING  
TUESDAY, JANUARY 10, 2012  
9:00 A.M.**

The Board of Ada County Commissioners (Board) met this date in an Open Meeting in the Commissioners' Conference Room of the Ada County Courthouse Complex to act on the following items. Staff members present: Chris Rich and Kathleen Graves, Clerk's Office; Vicky McIntyre, Treasurer's Office; Bob McQuade and Anne Kawalec, Assessor's Office; Rich Wright, Department of Administration; and Roxanna Dempsay, Indigent Services. Minutes Recorder: Judy Morris.

**I. IN THE MATTER OF CALL TO ORDER:**

Commissioner Rick Yzaguirre called the meeting of the Ada County Commissioners to order at 9:04 a.m.

**II. IN THE MATTER OF ROLL CALL:**

Commissioners Rick Yzaguirre, Sharon M. Ullman and Vernon L. Bisterfeldt were present.

**III. CHANGES TO THE AGENDA:**

There were no changes to the agenda.

**IV. NEW BUSINESS:**

1. Landfill (*Authorize the Chairman to Sign*)

- Change Order No. 1 - Ada County Landfill 2011 Gas Extraction Wells Project (Changing the Substantial Completion Date due to Contractor Equipment Breakdowns)

**ACTION: S. ULLMAN MOVED TO APPROVE CHANGE ORDER NO. 1 FOR THE ADA COUNTY LANDFILL 2011 GAS EXTRACTION WELLS PROJECT; AND AUTHORIZE THE CHAIRMAN TO SIGN THE DOCUMENTS ON BEHALF OF THE BOARD. V. BISTERFELDT SECONDED. S. ULLMAN, AYE, V. BISTERFELDT, AYE, AND R. YZAGUIRRE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

2. Auditor's Office

- a. Review Statement of Expenditures for the Period Ending 12/30/11  
The Board and C. Rich discussed the Statement of Expenditures dated December 30, 2011, as well as the financial statement provided by C. Rich on January 3, 2012.
- b. Vehicle Election Forms  
C. Rich explained the Vehicle Election Forms and provided them to the Board for execution.

The Board and C. Rich discussed the current usage of vehicles.

3. Claims Journal

- January 5, 2012

**ACTION: S. ULLMAN MOVED TO AUTHORIZE PAYMENT OF CLAIMS ON THE CLAIMS JOURNAL DATED JANUARY 5, 2012. V. BISTERFELDT SECONDED. S. ULLMAN, AYE, V. BISTERFELDT, AYE, AND R. YZAGUIRRE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

4. Personnel Action Forms (1 Conditional Pay Increase; 5 Introductory Period Completion Pay Increases; 5 Leaves with Pay; 1 Longevity Increase/Sheriff's Pay Plan; 9 Salary Increases; and 6-Step Increases/Sheriff's Pay Plan)

**ACTION: S. ULLMAN MOVED TO APPROVE THE PERSONNEL ACTION FORMS AS LISTED ON THE AGENDA**

**INCLUDING 1 CONDITIONAL PAY INCREASE; 5 INTRODUCTORY PERIOD COMPLETION PAY INCREASES; 5 LEAVES WITH PAY; 1 LONGEVITY INCREASE/SHERIFF'S PAY PLAN; 9 SALARY INCREASES; AND 6-STEP INCREASES/SHERIFF'S PAY PLAN; AND THAT THE SUMMARY SHEET REMAIN ON FILE IN THE COMMISSIONERS' OFFICE. V. BISTERFELDT SECONDED. S. ULLMAN, AYE, V. BISTERFELDT, AYE, AND R. YZAGUIRRE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

5. Assessor's Office

B. McQuade advised the Board that his office was about a week away from having the first estimate of property values.

The Board and B. McQuade discussed the factors taken into consideration for the determination of values.

6. Treasurer's Office

- Monthly Report, December 31, 2011

V. McIntyre presented the monthly Treasurer's report.

The Board and Staff discussed the report in further detail.

7. Department of Administration

- Approval of January 10, 2012, Updates to the Employee Manager Handbook & Procedural Guidelines dated June 1, 2007

**ACTION: S. ULLMAN MOVED TO APPROVE THE JANUARY 10, 2012, UPDATES TO THE EMPLOYEE MANAGER HANDBOOK & PROCEDURAL GUIDELINES DATED JUNE 1, 2007. V. BISTERFELDT SECONDED. S. ULLMAN, AYE, V. BISTERFELDT, AYE, AND R. YZAGUIRRE, AYE. THE MOTION CARRIED UNANIMOUSLY**

8. Health Care Trustee Appointment

- Appointment of Troy Hagen as a Trustee of the Ada County Health Care Trust for a three-year term expiring on 9/30/2014

**ACTION: S. ULLMAN MOVED TO APPROVE THE APPOINTMENT OF TROY HAGEN AS A TRUSTEE OF THE ADA HEALTH CARE TRUST FOR A THREE-YEAR TERM EXPIRING ON SEPTEMBER 30, 2014. V. BISTERFELDT SECONDED. S. ULLMAN, AYE, V. BISTERFELDT, AYE, AND R. YZAGUIRRE, AYE. THE MOTION CARRIED UNANIMOUSLY**

11. Recreation and Event Services (*Authorize the Chairman to Sign*)

- Expo Idaho - Interim Events (4)
  1. Gem State Gymnastics Academy, Gymnastics Meet, April 14-15, 2012
  2. Southwest Idaho Cycling Association, Bicycle Racing, May 8, 10, 15, 22, 29; June 5, 12, 19, 26 and July 3, 10 - 2012
  3. Spectra Productions, Boise Christmas Show, November 30 - December 2, 2012
  4. Spectra Productions, Boise Fall Show, October 26-28, 2012

**ACTION: S. ULLMAN MOVED TO APPROVE THE ITEMS AS LISTED ON THE AGENDA FOR RECREATION AND EVENT SERVICES WHICH INCLUDE FOUR EXPO IDAHO INTERIM EVENT AGREEMENTS; AND AUTHORIZE THE CHAIRMAN TO SIGN THE DOCUMENTS ON BEHALF OF THE BOARD. V. BISTERFELDT SECONDED. S. ULLMAN, AYE, V.**

**BISTERFELDT, AYE, AND R. YZAGUIRRE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

12. Agreements (12) (*Authorize the Chairman to Sign the Appropriate Documents*)
- a. Agreement No. 9599 - Memorandum of Agreement Between Ada County and West Family YMCA for Community Service Placement of Juveniles
  - b. Agreement No. 9600 - Memorandum of Agreement Between Ada County and Boise High School for Community Service Placement of Juveniles
  - c. Agreement No. 9601 - Memorandum of Agreement Between Ada County and Sheridan Academy for Community Service Placement of Juveniles
  - d. Agreement No. 9602 - Memorandum of Agreement Between Ada County and Idaho State Veteran's Home for Community Service Placement of Juveniles
  - e. Agreement No. 9603 - Memorandum of Agreement Between Ada County and Star Sewer and Water District for Community Service Placement of Juveniles
  - f. Agreement No. 9604 - Memorandum of Agreement Between Ada County and First Baptist Church for Community Service Placement of Juveniles
  - g. Agreement No. 9605 - Memorandum of Agreement Between Ada County and Senior Citizens Center-Kuna for Community Service Placement of Juveniles
  - h. Agreement No. 9606 - Memorandum of Agreement Between Ada County and Calvary Chapel for Community Service Placement of Juveniles
  - i. Agreement No. 9607 - Memorandum of Agreement Between Ada County and Idaho Commission for Libraries for Community Service Placement of Juveniles
  - j. Agreement No. 9608 - Joint Powers Agreement Between Ada County and the City of Kuna for Street Naming and Address Numbering and Application Transmittal Review (10/1/11-9/30/12)
  - k. Agreement No. 9609 - Agreement Between Ada County and TEI, a Division of ATEI Company, Inc., and Donald J. Banks (Skip), Balloon Man, for Entertainment 2012 Western Idaho Fair (8/17-26/12)
  - l. Agreement No. 9030-2-12 - Amendment to Agreement Between Ada County and Xerox Corporation for Lease of Copier, Model W5745A for Use at the Record Retention Center (Expires 9/30/12)

S. Ullman read the agreement numbers into the record.

**ACTION: S. ULLMAN MOVED TO APPROVE THE 12 AGREEMENTS AS LISTED ON THE AGENDA; AND AUTHORIZE THE CHAIRMAN TO SIGN THE APPROPRIATE DOCUMENTS ON BEHALF OF THE BOARD. V. BISTERFELDT SECONDED. S. ULLMAN, AYE, V. BISTERFELDT, AYE, AND R. YZAGUIRRE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

**V. INDIGENT SERVICES:**

1. Weekly Indigent Items (*Authorize the Chairman to Sign*)  
(10 Approvals; 28 Denials; 26 Liens; 25 Form N1 (UCC) Liens; 11 Releases of Liens; and 10 Releases of Form N1 (UCC) Liens)

R. Dempsay presented the weekly indigent report and submitted the indigent requests.

**ACTION: S. ULLMAN MOVED TO ACCEPT THE RECOMMENDATIONS OF THE INDIGENT SERVICES STAFF AS LISTED ON THE SUMMARY OF CASES DATED JANUARY 10, 2012, FOR 10 APPROVALS; 28 DENIALS; 26 LIENS; 25 FORM N1 (UCC) LIENS; 11 RELEASES OF LIENS; AND 10 RELEASES OF FORM N1 (UCC) LIENS; AND AUTHORIZE THE CHAIRMAN TO SIGN THE DOCUMENTS ON BEHALF OF THE BOARD. V. BISTERFELDT SECONDED. S. ULLMAN, AYE, V. BISTERFELDT, AYE, AND R. YZAGUIRRE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

OPEN

JANUARY 10, 2012

**VI: IN THE MATTER OF RECESS:**

There being no further business to come before the Board at this time, the meeting was recessed at 9:20 a.m.

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Rick Yzaguirre, Chairman

ATTEST:

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Christopher D. Rich, Ada County Clerk