

STATE OF IDAHO )  
 : ss. July 3, 2017  
County of Bingham )

**THE BOARD OF BINGHAM COUNTY COMMISSIONERS MET IN REGULAR SESSION. PRESENT WERE CHAIRMAN A. LADD CARTER, COMMISSIONER WHITNEY MANWARING AND COMMISSIONER MARK R. BAIR. The following matters were considered:**

CLAIMS – DEMAND CHECKS

1 Demand Check was approved in the amount of \$202,909.64.

STAFF MEETING

The Commissioners met with Pam Eckhardt, Patty Walters, Teresa Cronquist for Ron Simmons, Randy Ghezzi, Loraine Pope for David Lane, Shawn Hill, Cody Lewis, Paul Rogers for Cleve Colson, Jeff Gardner for Sheriff Craig Rowland, Barbara Marlatt for Tanna Beal, Laura Lora, Marnie Spencer, Mayor Paul Loomis, Elected Officials, Department Heads and Supervisors for the regular monthly staff meeting. The Meeting was conducted by Commissioner Manwaring.

Pledge of Allegiance: Commissioner Manwaring

Minutes: There were no changes or corrections to the minutes for June; they were approved as written.

Commissioners: Chairman Carter explained that the Republican Party is trying to get a question on the ballot to add Bingham County to the Community College District. He encourages everyone to research the topic.

He expressed his appreciation of everyone’s work on the Budget. He explained that there has been a change in the Bannock County Contract for the disposal of Solid Waste which will cause a budget increase of approximately \$100,000 and will affect overall budget.

Commissioner Manwaring provided some trivia on when Independence Day became a federal holiday, it has been a holiday since 1776.

Commissioner Bair explained that he had a great opportunity to attend an ESGR (Employer Support of the Guard and Reserve) training at Gowen Field in Boise. Supporting the Guard and Reserve takes a big committeemen from employers, he encourages everyone to support those businesses who support the Guard and Reserve.

Clerk’s Office: Pam Eckhardt thanked everyone for all their efforts with the budget.

Payroll: Patty Walters has had some issues with payroll, she presented the following information:

New Hire Date: Due to PERSI requirements, all new hires or rehires need to have a hire date before the end of the pay period, which is the 20th of the month.

Terminations: If an employee is involuntarily terminated, payroll has 48 hours to process their final check. It would be in the best interest of Bingham County if payroll had time to prepare the check and give it to the person on their last working day with the county.

If an employee terminates, written notification is needed of their intended last working day. If they plan on using any PTO, Comp time, or LTB before their last working day, they need to work the last day in order to get paid for the time they were off.

If an employee retires, written notification is needed 6 weeks before their retirement date.

FMLA: If a person is off work more than three days for a serious illness, an employee needs to apply for FMLA. In the Bingham County Employee Handbook, Section 20.15 "Use of Paid Time" it states that "Employees need to apply for FMLA even if there is enough comp time, PTO, or LTB to cover the anticipated days of absence. This is also true for employee's that have a work related injury and are off work. In the Bingham County Employee Handbook, Section 11.7 it states that "Any time lost by an employee due to an occupational illness or injury covered by worker's compensation insurance is also counted as FMLA leave. Please see the FMLA policy (Section 20) for further information.

Promotions: If an employee receives a promotion in the middle of a pay period, please split their hours up between the old position and the new one. Payroll will keep both budget wage line items open so the appropriate pay is given to the employee.

Change in hours: When an employee is changing work hours from part-time to full-time or vice versa, PERSI is deducted for the total hours worked. Payroll doesn't have the ability to only pay the full-time hours to PERSI.

Road & Bridge: Randy Ghezzi explained that there is a week and a half of Micro Surfacing left to do. He has had a lot of positive feedback from the public on this process. Chip Sealing will begin July 17th.

Solid Waste: Randy Ghezzi explained that they are working with Milner-Butte Landfill near Burley to be able to haul Municipal Solid Waste there due to the increase in the cost to haul to the Bannock County Landfill.

Weeds: Randy Ghezzi explained that the Weed Department is working on mowing in the north part of the county.

Human Resources: Laraine Pope handed out a newly created Incident Report Form. This is to be used when non-employees are injured on Bingham County property. This form is to be filled out by the employee not the person involved in the incident.

Drug Court: Cody Lewis stated that Drug Court graduations will be July 25th and 27th. He explained that there is a dangerous drug moving into the area, it was originally seen in the 1980s and is 110x's more powerful than fentanyl which is more powerful than heroine. There is a 50/50 chance of overdosing on this drug.

Prosecutor's Office: Paul Rogers explained that there has been no Public Defender attending Felony Drug Court Staffing since Jared Ricks left the position. Ms. Eckhardt will work with the courts and the Public Defenders to resolve this issue.

Sheriff's Office: Jeff Gardner thanked the City of Blackfoot for their efforts with the Fireworks show. He explained that the upgrade to dispatch and the downstairs training room are complete.

City of Blackfoot: Mayor Loomis stated that there was an estimated 50,000 in the city for the fireworks show Saturday night and he appreciates the Sheriff's Office for their help making the event a successful one.

## PROBATION SERVICES

The Commissioners met with Shawn Hill, Probation Services Director to discuss Transition Houses.