



## **Clerk's Office**

### **General Fund 01-01**

#### **Pamela W. Eckhardt – Clerk**

#### **Auditor, Recorder, Jury Commission, Clerk to the Board of County Commissioners**

#### **Mission Statement**

As the hub of county government, we protect, preserve, and maintain the public records and public funds with integrity and accountability. We are responsive to our citizens with superior customer service.

#### **Program Description**

The following services are provided by the Clerk's Office:

- Recording and maintaining all documents relating to property.
- Issuing marriage licenses and alcohol licenses.
- Acceptance Agent for processing passport applications through the United States Department of State -three clerks are certified for this processing.
- Auditing functions including claims, tax remittances, revenue acceptance and payroll.
- County budgeting process and certification of county and taxing district levies per Idaho Code 31.
- Responsible for minutes of all Commissioner proceedings, contracts, resolutions and ordinances signed by the Commissioners and maintaining their daily agenda.
- Jury – maintaining the jury list as per Idaho Code 2-206, creating the jury pool of 1200 persons called three times per year, processing jury qualification forms and calling prospective jurors as requested by the courts.
- Maintaining, protecting and providing public access to the historical records of Bingham County dating from 1885.

#### **FY 2022 Accomplishments**

- Maintained certification as a passport facility for the US State Department. Process approximately 10 passports per month.
- Continue to improve Docuware searchable data for Commissioner Minutes and historical records.
- Continued evaluation and projection of revenues for FY 2023 budget showing positive improvement in expenditure and revenue ratio for the county audit. Received a clean audit opinion from WIPFLI, LLC.
- Contracted Affordable Care Act reporting creating a savings of personnel time.
- Continued improved process for fleet management tracking and sale of county property.
- Benefited from membership in the Government Finance Officers Association with increased training in budget planning and processes.



- Continued work on the Veteran's Honor Project - Patriot Field Website [www.patriotfieldmemorial.com](http://www.patriotfieldmemorial.com) to add veteran's names, photos, and stories.
- Tracked new county codes and updated county ordinances through American Legal.
- Tracked and reported expenditures to the US Treasury for the American Rescue Plan Act disbursement in the amount of \$1,073,083.
- Continued with a successful tax exemption process in coordination with the Assessor's Office.
- With the disincorporation of Atomic City, the clerk was charged with putting the financial and physical assets of Atomic City into trust being managed by Bingham County and contacting entities of the disincorporation.
- Created Opioid Settlement Account to receive and track fund for opioid settlement payments. Report to Idaho Attorney General's Office.

#### **FY 2023 Goals and Objectives**

- Continue to serve the public in a courteous, helpful and timely manner.
- Continue the scanning project of Commissioner files into Docuware to increase ability to search.
- Continue to work on the historical records management plan.
- Address any ADA compliance issues in programs or facilities.
- Work with Bingham County Historical Society and Eric Jackson, Building Maintenance Director on maintenance for the Historical Museum.
- Continue work with EvoGov and completing the upgrade of the county website.
- Work with legal counsel on managing the assets in the Trust for the Former Atomic City.

#### **Significant Changes to FY 2023 Budget**

- Request to continue \$30,000 allocation to Imaging/Contract for historical record book repair and digitizing. This line item includes the \$3800 yearly maintenance for Docuware which houses the commissioner minutes and other historical records and \$2220 yearly maintenance for the recording program used in the commissioner chambers. Request \$20,000 for court microfilm digitizing project. A reclassification for the deputy clerk recorder and deputy clerk jury commissioner/recorder from N11 to N12 have been submitted to the HR Director. I am also asking for the court operations supervisor grade to be reviewed.
- Moving of Indigent Services employees, cremation, and VA services line items to Clerk Fund.

#### **5 year Capital Outlay**

No capital outlay needs at this time except for the possibility of replacement of printers, desks or chairs not to exceed \$2000.

#### **Employees paid through this account:**

1 Elected Official, 9 Deputy Court Clerks, 8 Deputy Clerks, 1 PT Deputy Clerk



**Assessor's Office**  
**General Fund 01-02**  
**Donavan Harrington – Assessor**

**Property Division**

**Mission Statement**

The primary mission of the property division in the Assessor's Office is to collect, document, and disseminate accurate information for use by other government entities or departments with major emphasis on the general public (taxpayers) of Bingham County. Our goal is to strive to achieve excellent public service for the constituents of Bingham County.

**Program Description**

- The Property Division of the Assessor's Office is responsible to plat all property ownership within the county for assessment purposes.
- Keep accurate data relating to taxing district boundaries and the processing of all annexation and boundary changes.
- Process and review deeds to assure all property in the county is transferred properly with correct and accurate legal descriptions.
- Work with the County Planning & Zoning to help recognize and identify division rights remaining on original parcels.
- With the help of the county surveyor, review all new subdivision plats to assure compliance with state and county code.
- Provide computer assistance to reappraisal staff with recording of all assessed values for property within the county.
- Provide the above information to other county, state, and federal offices as needed as well as providing it to the general public.

**FY 2022 Accomplishments**

- I believe we have achieved our main objectives of great public service for the constituents of Bingham County. Our maps are up to date and we have been able to help a multitude of taxpayers identify their property as well as provide information to help with the many transactions that take place with those properties. We have also had another successful year, with the help of our computer arts programs, providing taxpayers with their assessment notices and providing other government entities an accurate assessment roll to facilitate their funding needs.



- The move of IT to the larger portion of the Assessor's Office space was completed this year and office desks and cupboards were built by the State Inmate pool and were installed this past summer. We would like to thank our IT Department for their help in funding this change of office space.

### **Significant Changes to FY 2023 Budget**

This coming year we will start into the first of a new 5 year plan which was approved by the Idaho Tax Commission. We have ordered and received scanners for each of the revaluation team members. This will allow our office to scan in all of the field notes and any information that is found in the hard file folders that the county currently uses. This scanning process will allow the county to go into a digital age once the 5 year plan is completed without any extra scanning effort needed by outside staffing.

We have completed the first year of what looks to be a three year process to convert the Farm & Agricultural Lands to a cash rent basis. We will continue this for two additional years. We are estimating that this two year process will cost the county approximately \$110,000.00 per year. Each parcel will require an in the field look to determine the actual use of the land and how it is irrigated, whether or not the corners are being farmed and the reasons why or why not. Once this process is complete we will implement the shift across the entire county in the same year so as to be fair and equitable. We should have some carry over funds that were not spent this fiscal year as most of the costs were associated with meetings and not the actual field work.

- We will need to ensure that funds are available for the education of our Revaluation Appraisers. Our staffing in Revaluation is young and will require additional ongoing training in order to be in compliance with State Standards of Education. With the reduction in restrictions due to Covid 19 we are anticipating the need to travel to other parts of the state for continuing education classes. There is always a need to continue the education process with staff in order to stay certified.



## Motor Vehicle

### Mission Statement

The primary mission of the Motor Vehicle Division centers on knowledgeable and courteous customer service in all aspects of licensing and titling of vehicles within the boundaries of the State as well as Bingham County.

### Program Description

- The Motor Vehicle Division has the responsibility to make sure that all vehicles within Bingham County are licensed and titled in accordance with all Idaho state licensing laws.
- The Motor Vehicle Division makes sure sales tax laws are adhered to in the titling of motor vehicles within the county and that all funds relating to licensing and titling are accounted for and distributed correctly.
- Motor Vehicle Personnel must disseminate accurate information in the titling and licensing of all vehicles within the county in a knowledgeable, courteous, and efficient manner.

### FY 2022 Accomplishments

- Our Motor Vehicle Division has also been successful in providing excellent public service in the area of licensing and titling of all motor vehicles. We have increased the hours of operations by one full hour each day and are now open from 8 AM to 5 PM five days a week. We no longer close during the lunch hour which allows for additional serviceability to the citizens of the county. The responsibilities in this department seem to change each year and our personnel have been very effective in keeping up with those changes. Our clerks work well together as a team and we are very proud of them.
- With the implementation of the new GEM System on 13 Oct 2020 the work and load on Motor Vehicle Services has changed. Because of our extended hours of operations we continue to see public citizens from Jefferson, Bonneville, Bannock & Power Counties. Mondays and Fridays continue to see moderate to higher traffic volumes and require full staffing to meet the needs of the public. I believe our motor vehicle office has the highest amount of traffic for customer service in the courthouse and they do a wonderful job.
- Parks and Recreation have gone to a new registration program that has not been integrated into the normal motor vehicle program. This now requires our clerks to



separate out the Parks and Recreation funds from those of the Motor Vehicle Operations. There currently are no other vendors in Bingham County who have chosen to join the Parks and Recreation Licensing. We feel it is important to continue to work with county residences to insure that their registration needs are met for Parks and Recreation. We receive very little revenue for that service and unless they improve on the program we may not have the time to devote to the issue of Parks and Recreation stickers.

### **FY 2023 Goals and Objectives**

- Our goals in 2023 will hopefully fall in line with our accomplishments of 2022. We primarily provide public service, so it is imperative that we provide that service in a manner that is complementary to the needs of the public we serve, whether it be over the phone or over the counter.
- ITD has chosen to go to a centralized renewal system and have taken away from counties the ability to process the mail-in renewals as well as the online renewals. These two processes will represent Bingham County a loss of \$58,164.00 online renewals and \$33,483.63 in mail-in revenue dollars.

### **Significant Changes to FY 2023 Budget**

The revenues continue to support our extra efforts in Motor Vehicle Registration of a busier than normal season. After the first 6 months of the fiscal year we are above the funds generated last year at the same time. We are however receiving a monthly check from ITD for those online and mail-in renewals. This payment however will be reduced beginning 1 Oct 2022.

I have been asked to be a part of the interim committee to work with ITD in establishing new revenue streams for counties statewide. Some of the ideas that have been presented include the raising of the cost of titling a vehicle from \$14.00 to \$20.00 per vehicle. Raising of VIN Inspections from \$5.00 per vehicle to \$10.00 per inspection. It was also proposed that the revenue tax sharing be increased from the \$1.00 per transaction to \$5.00 per transaction when counties collect sales tax dollars. It should also be noted that these clerks are generating significant funds for the County General Fund and we are hopeful they can continue this into the future.



### **5 year Capital Outlay**

- We have continued to cross train members of staff in the Assessor's Office and have not filled all staffing requirements since taking office in 2021. Because of the reduction in dollars coming into the DMV we have chosen to move one of the DMV staff members from DMV into the deeds assistant position that has been open since vacated in late 2021. This should lighten the payroll dollars expended in the DMV by nearly 25%. We will continue to use the former DMV Clerk in a supporting role in DMV as others take vacation and call in sick was needed.

### **Closing Statement**

- As the new Assessor I recognize that those who work in the Assessor's Office are very knowledgeable and are willing to help in whatever capacity I have asked them to complete. I have enjoyed my first 20 months in office and ask for the commissioners' continued support going forward to the 2023 budget year.

### **Employees paid through this account:**

- 1 Elected Official
- 2 Full Time Data Entry Clerks
- 2 Full Time 35 hour Deeds Clerk
- 4 Full Time Motor Vehicle Clerks / one position open at this time



**Treasurer's Office**  
**General Fund 01-03**  
**Tanna Beal – Treasurer/Tax Collector**

**Mission Statement**

Serve to fulfill the statutory requirements of the county Treasurer's Office with professional, ethical and transparent practices. To ensure citizens are given courteous, considerate, and effective service.

**Program Description**

The following services are provided by the Treasurer's Office:

- Receive and deposit all money belonging to the county.
- Balance County bank and investment accounts.
- Honor county warrants.
- Invest idle funds with safety, liquidity, and yield on available funds in compliance with Idaho Code.
- Prepare and collect property taxes for all taxing districts in Bingham County.
- Collect and account for all current and delinquent taxes.
- Prepare and issue tax deeds.
- Issue Warrants of Distraint on unpaid personal property.
- Administrate bankruptcy cases as they pertain to property taxes.
- Act as public administrator on behalf of decedents without heirs.

**FY 2022 Accomplishments**

- Continuing Education - Investments, Tax Deed and Warrant of Distraint.
- Continued to provide courteous and prompt customer service.
- Working with Parks and Recreation to set them up to receive credit card payments.
- We now take credit card payments over the phone.
- Our office worked diligently to collect on 2018 delinquent taxes.
- We only had (2) properties taken on tax deed.
- We only had one Manufactured Home to sell.
- We successfully worked with Road and Bridge tracking cash flow and expenditures on the new shop giving us a new template for tracking capital projects.
- Hired Barbara Mortenson to work part time.
- Ordered and had installed a new drop box.



### **FY 2023 Goal and Objectives**

- Create a program for education on property taxes. I have been in contact with Blackfoot High School to teach a class. I will look into presenting in the Senior Centers.
- Continue to provide quality customer service while streamlining the tax paying process.
- Work towards making our front counter ADA compliant.
- Work towards creating a cash flow chart to better forecast when the County will need to access invested funds.
- Work towards finishing the remodel of our office, repairing cupboards and replacing countertops.

### **Significant Changes to the FY 2023 Budget**

Increase Treasurer's service fee to cover the increase in bank charges.

Increased ICCU's fees for letter of credit to insure accounts. This is offset by interest.

Increase part time salaries to cover additional hours for vacation coverage and the escalation in counter traffic and phone calls.

### **5 year Capital Outlay**

- Replace older printers and finish office remodel.

### **Employees paid through this fund:**

1 Elected Treasurer

1 Full-time

4 Part-time



## **Commissioners**

### **General Fund 01-05**

**Whitney Manwaring - Chairman**

**Mark R. Bair**

**Jessica Lewis**

### **Mission Statement**

The Mission of Bingham County is to provide essential government services based on statutory requirements with the highest priority of public safety, future economic development and long-term fiscal stability at the very least cost to the citizens.

### **Program Description**

The Commissioner's salaries and benefits are paid from this fund. It also contains line items for travel, vehicle expenses and other miscellaneous expenses. Travel expenses are associated with commissioner training.

### **FY 2022 Accomplishments**

- Fulfilled responsibilities for district and state committees.
- Completed funding of the Public Works shop.

### **FY 2023 Goal and Objectives**

- Allocation of American Rescue Plan Act (ARPA) revenue received from the Federal Government.

### **FY 2023 Changes**

none

### **Employees paid through this account:**

3 Full-time Commissioners



## **Coroner**

### **General Fund – 01-06**

#### **Jimmy Roberts – Coroner**

##### **Mission Statement**

The Bingham County Coroner office is dedicated to excellence by providing professional, standardized, scientific, and compassionate forensic medicolegal death investigation through a joint effort with law enforcement, EMS and other agencies in order to protect the interests of decedents and their families and members of the community we serve.

##### **Program Description**

The Bingham County Coroner's Office investigates sudden, violent, unexpected and suspicious deaths that occur in Bingham County. The Coroner's Office certifies death after investigation and postmortem examination and issues the death certificate as required by law. Complete findings of the death investigation are distributed to families and law enforcement agencies as appropriate.

The main duties of the Office of the Coroner are to determine the cause and manner of death, and certify deaths that are reported to the Coroner's Office. The cause of death is the disease process or injury that resulted in death. There are thousands of diseases and injuries that may result in death. The manner of death is a classification in which a determination is made regarding whether the death resulted from natural causes, homicide, suicide, or an accident. On occasion, the manner of death is classified as indeterminate.

Information collected during the investigation helps clarify the circumstances, such as the sequence of events prior to death. Evidence collected during an investigation and/or postmortem examination may help lead to the arrest or successful conviction of a suspect in a homicide case. Because deaths occur around the clock, Coroner's Office staff members are available 24 hours a day, 365 days a year.

In order to provide the services required of the office it is imperative that each investigator who responds to reports of death be thoroughly trained and qualified to discern time, cause and manner of death. Basic training and experience to meet the standards set forth by the International Association of Coroners and Medical Examiners (IACME) are what each member of the Coroner's office will be measured to. With that in mind the following proposal reflects a starting point to bring our coroner office closer to the current and future needs of our growing community. To accomplish the task of the office of the coroner it is imperative that we have educated and skilled individuals from the coroner to the newest deputy lest we fall short of our responsibility to our community.



The current schedule for coroner coverage was established to have the following (every attempt is made to accommodate each deputy's schedules as this is not their primary source of employment):

- Coroner covers a 48-hour period per week to be the primary responder to calls for death and be responsible to respond or receive telephone consultation from investigators on a 24/7 basis. The coroner also covers for deputies who are attending autopsies, training, or unavailable due to their primary employment obligations that fall on their coverage days.
- The Chief Deputy Coroner also covers a 48-hour period per week and covers for the Coroner when the Coroner is unavailable or out of town for autopsies and also covers for deputies who are attending autopsies that fall on their coverage days.
- Deputy Coroners are responsible to cover 24-hours of coverage per week and attend autopsies for their cases that require autopsies.
- The Coroner and the Chief Deputy are responsible to ensure that there is always adequate coverage and in cases where a deputy is unable to cover their own shift the Coroner or the Chief Deputy fulfills that responsibility.

#### **FY 2022 Accomplishments:**

- Improved response and follow through on cases.
- Hired one new Chief Deputy.
- Secured a 24-body capacity mobile morgue via a FEMA grant. Cost to the county = \$1.00
- Began office culture improvements by raising training and response standards.
- Began meetings with commissioners and sheriff's office in regards to establishing a footprint in the new jail expansion to build a coroner office that includes an exam room and body storage to be able to maintain chain of custody requirements for suspicious deaths.
- Establish training and internship relationship with Ada County Coroner's Office to train staff members.
- Began meetings with law enforcement agencies regularly to discuss cases in order to improve performance quality and promote cohesiveness between agencies.
- Nick Hirschi resigned from the office of Coroner effective 26 May 2022. We thank Nick for all the hard work and passion he has given to the office and wish him the best of luck in his endeavors.

#### **FY 2023 Goals and Objectives**

- Ensure 24/7 coverage with timely responses
- Provide beneficial basic and advanced training for employees.
- Improve and provide a uniform response to incidents.
- Manage and increase budget to reflect the responsibilities of the office and compensate investigators for services rendered in a fair and equitable manner.



- Create MOUs with surrounding other county agencies and counties to help facilitate a regional forensic center in Eastern Idaho to ultimately reduce cost for autopsy and transport to Boise.
- Explore procurement of equipment through state surplus entities to reduce cost.
- Increase supplies ahead of time and utilize funding assistance through grants and state level resources to reduce cost of expendable materials.
- Conduct a study on ways to improve and overcome fiscal challenges that must be considered when attempting to bring the office of the coroner up to the level of professionalism and expertise deserved and expected by Bingham County citizens.
- Explore alternatives to fulfill the need for chain of custody, storage and transport of decedents for transport to autopsy.

### Significant Changes to FY 2023 Budget

- Understanding that Deputy Coroners/Medicolegal Death Investigators are required to obtain and maintain education and training to be capable to conduct a professional investigation and provide coverage 24 hours per week. The current stipend of \$229.91 per month = \$2.17 per hour (See attached breakdown) does not cover the expense of our Deputies to pay for the fuel it costs to respond in their own vehicles to incidents. When a natural death case requires 8 hours of time to respond to the scene, examine the decedent, collect all pharmaceuticals, catalog those pharmaceuticals, identify legal next of kin, notify the next of kin, coordinate transport of decedent, examine the decedent at the funeral home in cases where it is not possible on scene, obtain photo images, request medical and incident records from doctors' offices, EMS, law enforcement etc. Homicides, Suicides, undetermined, and violent deaths can take up to 36 hours to complete. An increase in the deputy wages to \$361.20 = \$4.00 per hour (See attached breakdown) monthly, covering mileage for all deputies and a basic wage and hotel stay while they are required to attend autopsies is appropriate.
  - Begin to compensate the Deputy coroner in Aberdeen at \$200 per month plus mileage. This Deputy has only been paid mileage throughout his many years of service to the county. Essentially this deputy has been donating his time and services to the county and sometimes being required to cover the entire county instead of just the Aberdeen area.
- Understanding the Chief Deputy is required to fulfill the duties of the coroner when the coroner is out of town or unavailable and provide 48 hours of coverage per week it is appropriate that the compensation reflect that responsibility. Currently the chief deputy receives \$441.26 per month = \$2.14 per hour. Increasing this stipend to \$928.19 per month = \$4.49 per hour. Beyond the responsibilities listed for a Deputy coroner/MDIs the Chief Deputy is responsible to complete death certificates, provide training and oversight of junior investigators, attend leadership level meetings with the coroner at local and state levels to stay in front of changes in policies, procedures, and emergency management planning. (See attached breakdown) Exploring the possibility of paying



deputies a stipend when they respond to calls on top of the oncall pay is something that should be seriously considered i.e. each deputy receives a monthly stipend to be available for call however there are time when there are no reported deaths and other times where that deputy could have three deaths during that period. Maintaining a reasonable stipend for being on call and then paying an additional stipend in the case of a response say \$75-\$100 would ensure that the deputies who are actually completing and entire death investigation is receiving a reasonable amount of compensation for the hours put in to complete the case and those that are not responding are not receiving compensation beyond being available to be on call.

- Coroner wages increase to \$30,000/year. Although the coroner position is currently listed as part-time, the responsibilities of the coroner must be handled 24 hours a day, 7 days a week basis. Beyond providing at least 48 hours of coverage per week, attending autopsies, training staff, working closely with law enforcement, EMS and local medical professionals, attending regional and state meetings to improve availability of a regional forensic facility in eastern Idaho fulfilling administrative duties such as finding and procuring alternate funding sources for budget items via grants, state programs, and surplus sources. (See attached breakdown that also includes salary comparisons) Currently greater than 40 hours a week is spent by Chief Deputy Roberts between investigations and administrative responsibilities that include the above information and re-writing policy and procedures to be in line with national standards, reviewing and submitting all death investigations that have been entered into the MDILOG system since its inception (2013), reviewing and providing feedback to investigators on where improvements are to be made. The \$30,000 figure is less than half the wage of other full-time elected officials and is listed as part time, however as seen above the office requires a full-time status.
- Increase supplies budget line item to \$3,000 to combat increased supply increases and usage due to Covid-19 and availability of supplies.
- Increase autopsy/labs budget to \$65,000 due to increased autopsy cases in 2023 budget year. Within this budget increase is mileage, housing and a basic rate of pay for our deputies to attend autopsies. Currently the only compensation received is fuel reimbursement. With the vital information the medicolegal death investigator brings to the autopsy for the forensic pathologist an appropriate and comprehensive autopsy can be conducted. Currently, often when there is an autopsy ordered a detective or two are sent in a county vehicle, being paid, and if necessary given lodging to attend autopsies. With the primary responsibility of the coroner's office being investigation and exam of the decedent, it is only appropriate that the medicolegal death investigators receive the same level of compensation.
- Continue to maintain an accurate and reasonable budget plan while providing professional services to county members. Provide training to employees and purchase needed supplies while making every effort to function within the set budget.



**5-Year Capital Outlay Plan**

The Coroner's Office was approved to lease a new vehicle in FY 2021 Continue vehicle lease for FY 2022.

**Employees paid through this account:**

- 1 Part-time Elected Coroner with Full-time benefits
- 5 Part-time



## **Prosecuting Attorney's Office**

### **General Fund – 01-07**

#### **Paul Rogers – Prosecutor**

##### **Mission Statement**

The mission of the Bingham County Prosecuting Attorney's Office is to promote community and public safety for our citizens, in conjunction with facilitating an efficient county government. We are determined to work vigorously to accomplish justice for victims of crime and strive to hold perpetrators of crime accountable for their actions.

##### **Program Description**

###### **General**

- All prosecution and support staff of the prosecutor's office will have a high level of experience and training;
- Members of the community will be informed of the work being done by the prosecutor's office;
- The prosecutor's office will have a positive and productive working partnership with each governmental agency.

###### **Criminal**

- Each person, group or agency affected by a criminal act can have input in the prosecution of the matter.
- The prosecutor's office will provide information and assistance to victims throughout the legal proceedings and offer resource information for assistance programs;
- The People of Bingham County will feel safe and confident that crime is appropriately addressed within their community and Bingham County and are allowed to come discuss matters with prosecutors at any time.

###### **Civil**

- Provide legal counsel to the Bingham County Commissioners efficiently and effectively.
- Each of the agencies served by the prosecutor's office will have access to the services of the prosecutor's office when needed for legal advice and /or legal document drafting;
- The prosecutor's office will provide training of other county elected officials and department heads regarding their legal obligations and duties.

##### **FY 2022 Accomplishments**

- It has been a very positive year for Bingham County in the Prosecution Office. The Board approved an additional secretary position and also an additional attorney position. The spots are both now filled and we are running at full capacity.
- The COVID restrictions are now removed from court cases and we have been able to begin to have jury trials once again.
- Increased deputy salaries.



- We now have excellent allocation of our caseloads both with secretaries and attorneys and being able to better handle the backlog of cases.
- We have had excellent civil representation in our attorney division.
- Maintained Westlaw Contract with the lead of Pam Eckhardt.
- Updated our attorney computers.
- The EIP joined together to raise the salary for the SAUSA.

### **FY 2023 Goals and Objectives**

- Meet more frequently with Department Heads and Elected Officials to make sure we are meeting the needs of every position in the County.
- Train a new chief deputy to replace the role of David Cousin as he is leaving to become a magistrate in Caribou County in July 2022.
- Provide better information to the media about significant crimes happening in the County.
- Continually train and aid each of the attorneys to hold a high standard for Bingham County and help those in the community understand the importance of prosecution.
- To continue to work hard in keeping an open door policy with the community to show support for victims of crimes.
- Continue effective communication and representation of elected officials for the betterment of Bingham County.
- Reimplement the job evaluations to give employees feedback on ways to improve and observe and reward outstanding performance.

### **Significant Changes to the FY 2023 Budget**

The following are major issues and challenges impacting the Prosecutor's Office now and in the future:

- With the increase of the deputy salaries we will need to prepare to increase line item 0401-0003 Criminal Deputies from \$185k to \$200k.
- With an increase in the number of attorneys in the office, the training budget of line item 0439-0000 TRAVEL-TRAINING will need to be increased from \$5k to \$8k as well as the license fees line item 06900-000 ANNUAL LICENSE FEES will need to increase from \$8,750 to \$9,300, both changes were discussed at last year's budget meeting as well as during the approval of new hires.
- Based on the criminal case going on with the sheriff, the budget for the prosecution of that case will come out of the prosecutor's budget under line item 0712-0000 TRIAL EXPENSE. It is still unknown what the trial expenses may look like for the July trial.

### **5 year plan**

- Increase training to other agencies, law enforcement and community.
- Provide more efficient legal advice to the County.



- Improve sufficient salary resources to halt frequent turnover in deputy attorney and legal assistant positions and to adequately reward attorneys and staff based on achievement, experience, and workload.

**5 year Capital Outlay**

- Purchase of additional office furniture to accommodate the increase in personnel when needed.
- Purchase of additional office furniture for storage to accommodate the increase in video files.
- Continue to improve our computer systems and keep up with technology trends.

**Employees paid through this fund:**

12 Full-time



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## Human Resources/Risk Management Department

### General Fund 01-09

John Dewey – Director

Elected Official – BOCC

#### Mission Statement

The Human Resources/Risk Management Department is committed to providing and retaining a skilled, adaptable, and diverse workforce for County departments so that they may deliver superior services to the residents of, and visitors to, the County of Bingham.

#### FY 2022 Accomplishments at a Glance

- Conducted 42 total recruitments since the start of the fiscal year.
- Processed and reviewed 130 applications and approximately 75 additional resumes since the start of the fiscal year.
- Conducted 33 interviews since the start of the fiscal year.
- Processed 26 new employees since the start of the fiscal year.
- Assisted in the development of the new law enforcement pay scale, designed to reduce attrition and transfers of new deputies to other organizations after expenditure of time and expense to train them.
- Processed the reclassifications of approximately half of the County's employees, based on changes to the pay structure and reclassification requests.
- Made significant changes to the Bingham County Employee Handbook, including:
  - Revamping the step and grade system by creating pay bands within which employees may be rewarded for outstanding performance and removing exempt employees from the step and grade system to better connect pay of exempt employees to performance;
  - Clarifying policy regarding donated leave to remove ambiguity and to allow donated leave to be available for illness of a family member (where FMLA would allow it);
  - Modifying holiday pay policy to allow for a bonus for employees who work on a holiday day other than the officially recognized holiday; and
  - Modifying policy with regard to promotions and working out of class to provide a minimum 5% pay increase, so that promotions are required to be greater than what an employee would typically expect in an annual step increase.
- Managed County's COVID-19 additional leave and donated leave policies.
- Assisted in federal and state ADA complaint investigation, resulting in no findings of violations.
- Assisted multiple departments/offices through formal disciplinary processes, including terminations. HR was able to help department heads navigate the situations toward voluntary employee separations in most cases, which dramatically reduces risk of liability.
- Reduced employment-related claims against the County, per ICRMP.



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**Significant changes to FY 2023 Budget**

This department is expected to maintain its current staffing level. No pay increase is being requested for the Director position. However, as part of this budget process, HR is asking for the budget to be increased to allow for a pay raise for the HR/Risk Management Technician. I am requesting that she be moved from N15, Step 6, to N18 Step 6. The resulting increase is \$1.82 per hour for the employee and \$4,508.64 annually for the County, including salary and benefits. I will be requesting an audience with the Board of Commissioners in executive session to discuss the substantial merits of this request.

**Program Description**

Reporting directly to the Board of County Commissioners, the Department is responsible for two primary functions, Human Resources and Risk Management.

**1. Human Resources**

Known simply as “Personnel” for many years, the Department deals with the organization’s most valuable resources, its employees. The term Human Resources, therefore, can generally be defined as the department or division within a company or organization that is focused on activities relating to its employees. These activities typically include recruiting and hiring new employees, orientation, retention, and advancement. Additionally, working in close concert with the County Clerk, the Department assists with the administration of employee benefits including:

- Medical, Dental, Vision, Life, and Disability insurance
- Retirement including PERSI (Public Employee Retirement System of Idaho) and 401 (k)
- Employee Assistance Program (EAP)

Additionally, the Department is charged with assisting Management and employees alike in understanding and applying federal and state laws that are applicable to the management of employees. The more common laws include:

- Family Medical Leave Act (FMLA)
- Fair Labor Standards Act (FLSA)
- Workers Compensation
- Occupational Safety and Health Act (OSHA)
- Mine Safety and Health Administration (MSHA)

The Department is also responsible for the ongoing administration and maintenance of the *Bingham County Employee Handbook* which is a collection of human resource policies. Human Resources is an ever-evolving discipline which requires not only policies to guide it but also vigilance in fairly administering and maintaining those policies. This administration and maintenance is done, in part, through close interaction with the Bingham County Board of County Commissioners, the Bingham County Personnel Board, and the County Prosecuting Attorney.



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## 2. Risk Management

Risk Management is generally defined as the technique or profession of assessing, minimizing, and preventing accidental loss to a business, as through the use of insurance, safety measures, etc. It is important to note that there is no such thing as “risk avoidance”; Bingham County, therefore, is actively and prudently engaged in the practice of risk *management*.

The primary goal of the Risk Management function of the Department is to ensure the safety and/or will-being of those who work for, or interact with, Bingham County. Specific areas of concentration include:

- A close, working relationship with the County’s primary insurer, ICRMP (Idaho Counties Risk Management Program)
- Partnerships with private insurance companies
- Partnerships with state and federal agencies
- Administration of the Americans with Disabilities Act (ADA)
- Ongoing Safety and Drivers Training programs.

### FY 2023 Goals and Objectives

Inasmuch as the Human Resources/Risk Management Department is a service department, that is, it supports the related needs of all County operations, it is difficult to quantify specific goals and objectives. For example, it would be nearly impossible to estimate the number of recruitments to be conducted or the number of new employees to be hired. The primary objectives of the Department, therefore, will be as follows:

- Assist all departments with recruitment and hiring needs
- Assist all departments in interpreting and administering state and federal regulations
- Administer and update the Bingham County Employee Handbook as required
- Work closely with the County Clerk and industry partners in managing employee benefits
- Respond to public inquiries
- Administer Employee Recognition Program
- Conduct special studies and projects as directed by the County Board of Commissioners

### 5 Year Capital Outlay plan

The work of the Department is conducted primarily in an office setting and does not utilize any unique equipment or vehicles. As such, the following standard, office equipment is anticipated to be acquired/replaced within the next five years:

- 1 Executive desk to replace an existing clerical desk, \$650
- 1 Executive chair to replace an existing clerical chair, \$250
- 1 clerical chair to replace an existing clerical chair, \$100

**Employees paid through this account: 1 Full-time; 1 part-time shared with Prosecutor’s Office**



## **Building and Maintenance**

### **General Fund 01-10**

**Eric Jackson – Supervisor**

**Elected Official – BOCC**

#### **Mission Statement**

The primary mission of the Bingham County Maintenance Department is to maintain county facilities in such a manner to ensure a safe environment in an effective and efficient manner that will support county employees and the public sector using county facilities.

#### **Program Description**

We as a maintenance team ensure that maintenance operations are done to safeguard the employees and patrons of Bingham County ensuring a safe and comfortable place to conduct business and work. Responsible for the following facilities:

- Courthouse and Jail at 501 N Maple
- Probation Services Building
- Commissioner's Office
- Extension Building
- Bingham County Historical Museum
- Home next to Probation Services
- 2 Rental Houses: 503 N Oak; 48 Airport Rd
- Annex building, 490 N Maple
- Public Works Shop
- 

#### **FY 2022 Accomplishments**

1. Replaced corroded pipes throughout courthouse
2. Remodeled booking shower
3. Added new compressor for 2nd floor server room
4. Remodeled City/County detective's office
5. Renovated generator backup switch
6. Re-poured concrete sidewalks in front of office and probation buildings
7. Poured cement and installed new Treasurer and Election drop boxes in front of courthouse
8. Upgrade of landscaping in front of courthouse and property corners
9. Installed new lighting in Jail Medical area
10. Installed catch guard on conveyor belt in lobby of court house
11. Re-carpet commission chambers
12. acquired new food tray warmer for jail kitchen as back up
13. Renovated probation and detectives flooring
14. The Extension Office building received a new furnace unit and we insulated and installed drywall over cinder block walls in the main office for energy efficiency.



- 15. Historical Museum had new step poured in front and new custom handrail installed
- 16. Dug and mulched tree rings around all trees at Patriot Field to protect from mower and trimmer damage.
- 17. Added wall dividing maintenance new office and Coroner’s Office
- 18. Added walls and security dorr to P&Z basement to make a server room
- 19. Hired additional employee for maintenance department

**FY 2023 Goals and Objectives**

1. Replace carpet where needed	\$20,000
2. Update lighting to L.E.D. where possible	\$ 5,000
3. Remodel main floor public restrooms	\$ 40,000
4. Insulate and soundproof ceiling in dispatch	\$ 5,000
5. HVAC cleaning	\$ 5,000
6. Phase 4 of holding cells of Jail remodel	\$ 1,500
7. Minor remodel of IT office electrical for generator support	\$ 3,500
8. P&Z basement bathroom	\$ 2,500
9. Generator support to kitchen rewire	\$ 3,500
10. Security doors in Sheriff’s Office	\$ 6,000
11. Assist with courthouse remodel project and jail expansion	unknown
<b>Total</b>	<b>\$ 92,000</b>

**Significant Changes to the FY 2023 Budget**

- Continue with the line item for overtime pay.
- Salary line item increased to include additional employee

**5 year Capital Outlay**

● Continue with parking lot upkeep and repair (\$10,000/yr.)	\$50,000
● Replace roof at Historical Museum	\$30,000

**Employees paid through this fund:**

- 1 FTE - Supervisor
- 2 FTE - Maintenance Employees



## **Emergency Management General Fund 01-11 R. Scott Reese – Director**

### **Mission Statement**

The mission of Bingham County Emergency Management is to be a guide in effectively preparing for, protecting against, mitigating the effects of, responding to and recovering from all hazards, putting the highest priority on *preparedness*.

### **Program Description**

Bingham County Emergency Management is a direct link between the State of Idaho, cities, schools and other community partners (law enforcement, fire departments, EMS, hospital, hazmat, Red Cross, just to name a few). Our office works closely with grant programs that come from the federal government and are passed through the State of Idaho for our county's benefit.

### **FY 2022 Accomplishments**

- Passed several FEMA training courses
- Attended IEMA week long training for the first time since COVID-19
- Mobile morgue trailer
- Provided several portable radios for county LE
- Received an additional \$13,000 from IOEM on our EMPG ARPA grant
- Participated in monthly WEBOC communication training
- Acquired bullet proof vests and Kevlar helmets for Blackfoot Fire Department
- Attended the DIGB5 meetings held throughout the year
- Attended the Emergency Management Workshops (EMW that were held in Ease Idaho
- Updated our Emergency Operations Plan (EOP)
- Started revision of the All Hazards Mitigation Plan, final revisions to be completed in this budget year

### **FY 2023 Goals and Objectives**

Our office will continue to work with the State of Idaho on the grant programs that benefit the county. We will continue to meet our goals for training and exercises. We will also continue to foster positive relationships with our state and federal partners. We will attend the annual IEMA and IOEM conferences. Finally, we will work closely with our residents of Bingham County in strengthening our mission.

### **No Significant Changes to the FY 2023 Budget**

### **5 year Capital Outlay**



- Continue the process of updating our All-Hazards Mitigation Plan (AHMP). This needs to be done every 5 years to remain eligible for federal grants.
- Update the EOC to meet the demands of the future
- Replenish the sand bags / negotiation on going

**Employees paid through this account:**

1 Full-time director who also is the director of Parks and Recreation



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**Bingham County Extension and 4-H Office**  
**General Fund 01-13**  
**Julie Buck – Director**  
**Elected Official – BOCC**

**University of Idaho Extension – Mission Statement**

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University of Idaho Extension in Bingham County improves people’s lives by engaging the University and our communities through research-based education. Our areas of expertise are 4-H Youth Development, Agriculture, Livestock, and Family and Consumer Sciences.

**Bingham County Extension - Program Description**

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University of Idaho Extension, Bingham County helps citizens through research-based, locally relevant information and programs. Clients learn through classes, office visits, phone calls and online resources. We offer programming in:

- 4-H and youth development
- Health and nutrition
- Food safety/food preservation
- Financial management
- Crops
- Horticulture
- Livestock

These programs reach thousands of Bingham County citizens each year.

**Bingham County Extension – FY 2022 Accomplishments**

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Health & Nutrition – Julie Buck, Educator & County Chair

Position Description 80% Extension/Outreach

35% Food Safety

45% Health and Nutrition

20% 4-H Youth Development



15% University Service and Leadership

5% scholarship and creative activities

Video Productions:

- Buck, J. 2021. Pressure canning. University of Idaho Extension.  
[https://vandalsuidaho-my.sharepoint.com/:v:/g/personal/arysdam\\_uidaho\\_edu/EUec-MUI8B1LrqWuNA1MKVsBVKw9cnRo\\_eASYQhDbh-3aw?e=vcbuw1](https://vandalsuidaho-my.sharepoint.com/:v:/g/personal/arysdam_uidaho_edu/EUec-MUI8B1LrqWuNA1MKVsBVKw9cnRo_eASYQhDbh-3aw?e=vcbuw1)

Health and Wellness

- Buck, J. Dining with Diabetes, Fort Hall, Idaho, May 11, 18, 25, June 1, 2022.
- Buck, J. Dining with Diabetes, Pocatello, Idaho, April 6, 20, 27, 2022.
- Buck, J., L. Sant, L. Blanch. American Heart Association Healthy for Life, Online, March 3, 10, 17, 24, 2022.
- Buck, J. Dining with Diabetes, Blackfoot, Idaho, February 2, 9, 16, 23, 2022.
- Buck, J. Cooking Under Pressure, Bonneville County Extension, Idaho Falls, Idaho, October 19, 2021.
- Buck, J. Well “thaw-t” out. Shelly Senior Center, Shelley, Idaho, July 7, 2021.
- Buck, J. Veggies for dessert, Shelley Senior Center, Shelley, Idaho, May 5, 2021.
- Buck, J. Jump into spring with electric pressure-cooking fresh ideas, Idaho State University Continuing Education Workforce Training, online, March 24, 2021.
- Buck, J. Healthy diabetes lifestyle, Aberdeen Migrant Council, Aberdeen, Idaho, March 19, 2021.
- Buck, J. Dining with Diabetes Online, Blackfoot, Idaho, March 4, 11, 18, 2021.

Food Safety

- Buck, J. Stew pressure canning class, Blackfoot, Idaho, February 24, 2022.
- Buck, J. Preserve@Home online course, January 2022.
- Buck, J. Starting a specialty business in Idaho online, October 14, 2021.



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- Buck, J. Food Preservation Basics, Eastern Idaho State Fair, Blackfoot, Idaho, September 5, 2021.
  - Buck, J. Cooking Under Pressure, Caribou Extension, Soda Spring, Idaho, August 24, 2021.
  - Buck, J. Preserving pickles online course, May 17, 2021.
  - Buck, J. Home Canning Basics online course, May 3,10, 2021.
  - Buck, J. Preserve@Home online course, January 2021.

#### 4-H Youth Development and Volunteer Development

- Buck, J. School pantry cook-off, Blackfoot High School, Blackfoot, Idaho, February 22, 23, 2022.
- Buck, J., R. Powell, K. McDonald, Tobacco, and Vaping Prevention
  - o AW Johnson Elementary School, Firth, Idaho, February 28, 2022.
  - o Rockford Elementary School, Snake River, Idaho, March 17, 2022.
  - o Fort Hall Elementary School, Fort Hall, Idaho, April 19, 2022.
- Buck, J. 4-H Sew 4-H Fun project group, Bingham County Extension, Blackfoot, Idaho, February 4, 18, March 4, 18, April 1, 29, 2022.
- Buck, J. 4-H Fun Friday Halloween Pillow, Blackfoot, Idaho, October 15, 2021.
- Buck, J. 4-H Archery Shoot, 4-H Bingham County Fair, Blackfoot, Idaho, August 3, 2021.
- Buck, J. 4-H Sew 4-H Fun project group, Bingham County Extension, Blackfoot, Idaho June 4, 2021.
- Buck, J. Electric pressure cooker for youth, Skyline High School, Idaho Falls, Idaho, May 20, 2021.
- Buck, J. 4-H Sew 4-H Fun project group, Bingham County Extension, Blackfoot, Idaho, May 14, 21, 2021.
- Buck, J. 4-H Day camp Mother's Day basket, Bingham County Extension, Blackfoot, Idaho, April 30, 2021.
- Buck, J. 4-H Sew 4-H Fun project group, Bingham County Extension, Blackfoot, Idaho April 2, 9, 16, 2021.
- Buck, J. 4-H Day camp cookies, Bingham County Extension, Blackfoot, Idaho April 9, 2021.



- Buck, J. 4-H Leader training Civil Rights, Bingham County Extension, Blackfoot, Idaho March 8, 2021.
- Buck, J. School pantry cook-off, Blackfoot High School, Blackfoot, Idaho, February 22, 23, 2021.
- Buck, J. 4-H Day camp pillows, Bingham County Extension, Blackfoot, Idaho, January 8, 2021.

Family Economics:

- Buck, J. Welcome to the real world, a youth budgeting program presented in each of the following classes:
  - o Firth High School, Firth, Idaho, January 11, 2021.

Refereed: Extension Publications:

Bulletins/Pacific Northwest (PNW) Publications:

- Hutchings, B., J. Buck, S. Greenway, L. Hansen, A. Robertson, 2021. Guide to using and caring for your electric programmable pressure cooker., University of Idaho Extension. PNW 747. (5, 6). Hutchings, B., J. Buck, S. Greenway, L. Hansen, A. Robertson, 2021. Guide to using and caring for your electric programmable pressure cooker., University of Idaho Extension. PNW 747. (5, 6).

University of Idaho Extension Impact Statements:

- Buck, J., L. Sant. March 2022. Diabetes Email Challenge provides remote learning throughout the United States.
- Buck, J., S. Johnson, J.H. Kim, B. Morrisroe-Aman, L. Sant, G. Wittman. May 2021. Reusable water bottle education results in behavior change. Foist, L., M. McMurphy, B. Woodhouse, A. Roe, K. Hansen

Displays and Posters:

- Buck, J., S. Sawyer, M. Nagele, and J. Madkin. Dining with Diabetes Email Challenge provides remote learning. National Health Outreach Conference. 2022.
- Buck, J., S. Sawyer, M. Nagele, and J. Madkin. Dining with Diabetes Email Challenge provides remote learning. Idaho Academy of Nutrition and Dietetics Conference. 2022.



- Hansen, L., S. Greenway, A. Robertson, B. Hutchings, J. Buck, and S. Martinez. 2021. Cooking under pressure for youth, Joint Council of Extension Professional (JCEP) Virtual Conference. 2021.
- Buck, J., K. Jang, L. Sant, S. Johnson, B. Morrisroe-Aman, G. Wittman. Effect of Cleaning Education on Microbiological Quality of Reusable Water Bottles. Idaho Academy of Nutrition and Dietetics Virtual Conference. 2021.

Professional Meeting Papers, Workshops:

- Buck, J. Dining with Diabetes Email Challenge provides remote learning. University of Idaho Extension Annual Conference Ignite session. 2022

Grants and Contracts Awarded:

- Lindstrom, J., T. Ewers, N. Shelstad, C. Sponseller, M. Toomey, R. Baumgartner, and J. Buck. Engaging and Supporting Youth. Idaho Department of Health and welfare, 2021-2022, \$2,000,000 (\$3,850 spending authority).
- Lindstrom, J., T. Ewers, N. Shelstad, C. Sponseller, M. Toomey, R. Baumgartner, and J. Buck. Engaging and Supporting Youth: Bingham County Outreach and Summer Enrichment Programs. Idaho Department of Health and welfare, 2021-2022, \$2,000,000 (\$1,000 spending authority).
- Lindstrom, J., & J. Buck, Idaho Department of Health and Welfare, 2021-2022, \$2,000,000 (spending authority, \$2,150).
- Powell, R., K. McDonald, and J. Buck. Idaho Project Filter, 2020-2021, \$15,000 (0 spending authority).

Internal Funding Awarded:

- Buck, J. University of Idaho Extension Eastern District Enhancement Funds, 2022, \$2,000 (\$2,000 spending authority).

Scholarship Honors and Awards:

- Amende, J., J. Buck. Communications Internet Education Technology Award – Idaho's Online Dining with
- Diabetes Program. 1st Place National and 1st Place Western Region. National Extension Association of Family & Consumer Sciences, 2021.



- Buck, J., S. Sawyer, J. Madkin, M. Nagele, and A. Noll Houlihan. Dining with Diabetes Email Challenge. Excellence in Multi State Collaboration Award, National Extension Association of Family and Consumer Sciences, 1st Place Western Regional Winner, 2021.
- Hansen, L. S. Greenway, A. Robertson, B. Hutchings, J. Buck, and S. Martinez. University of Idaho Extension Excellence in Healthy Living Team. Cooking Under Pressure for Youth, 2021.

SERVICE:

Major Committee Assignments: International/National

- National Extension Dining with Diabetes Working Group, 2015-present
- Curriculum Sub-Committee Chair, 2020-2021.
- Extension Disaster Education Network, 2019-present
- University of Idaho Extension Disaster Education Network Delegate, 2019-present

Regional:

- Chronic Disease & Comprehensive Coalition, Southeast Idaho Public Health, 2015-present.
- Diabetes Alliance of Idaho, 2019-present.
- Western Region Physical Activity Collaborative, 2019-present.

District:

- Eastern District Family and Consumer Sciences Working Group, 2015-present
- Treasurer, 2018-
- Eastern District Shooting Sports coordinator, 2016-2020.
- Oral Health Network. Southeast Idaho Public Health, 2015-present.
- Healthy Eating Active Living, 2014-present.

County/Local:

- Chronic Disease Coalition, Southeast Idaho Public Health, 2017-present.

Professional and Scholarly Organizations:



- National Epsilon Sigma Phi, 2015-present
- Professional Development Committee, 2019-present.
- National Extension Association of Family and Consumer Sciences, 2014-present.
- Society for Nutrition Education and Behavior, 2016-present
- Academy of Nutrition and Dietetics, 1985-present.
- Idaho Academy of Nutrition and Dietetics, 1993-present.

Outreach Service:

Classes, Workshops, Seminars, Share Fairs and Tours Organized:

- Buck, J., L. Blanch. Eastern Idaho State Fair Demonstration Contest, Blackfoot, Idaho, September 6, 2021.
- Buck, J. 4-H Bingham County Fair poultry show, Blackfoot, Idaho, August 2, 2021.
- Buck, J. 4-H Bingham County Fair building, Blackfoot, Idaho, August 2, 2021.
- Buck, J. 4-H Bingham County Fair horse show announcing, Blackfoot, Idaho, July 31, 2021.
- Buck, J. 4-H Bingham County Fair Style Revue, Blackfoot, Idaho, July 27, 2021.
- Buck, J. Aberdeen Daze booth, Aberdeen, Idaho, June 26, 2021.
- Buck, J. Whole Food Plant Based Food Demonstration, Idaho State University, Pocatello, Idaho, June 23, 2021.
- Buck, J., L. Sant. Home Canning Basics online classes. May 10, 17, 2021.
- Buck, J. Strong Women online, Bingham County Extension, Blackfoot, Idaho, March, September 2021.
- Buck, J. Bingham County Advisory. January 12, 2021.

Miscellaneous Extension Publications:

- Bingham County Extension Newsletter:
- Dining with Diabetes, June 2021.
- Lavaside wildfire tips, May 2021.
- Preserve @ Home, April 2021.



- National Nutrition Month, March 2021.
- Online Dining with Diabetes, February 2021.
- New Year goals, January 2021.

Popular Press:

- Know before you cook. Idaho State Journal, October 24, 2021.
- Drying food. Idaho State Journal, October 17, 2021.
- Ready in an instant. Idaho State Journal, October 10, 2021.
- Smoked meat on the grill. Idaho State Journal, October 3, 2021.
- Poultry preparation can be food safe. Idaho State Journal, September 26, 2021.
- Food safety after a flood. Idaho State Journal, September 19, 2021.
- Foods that never spoil. Idaho State Journal, September 12, 2021.
- Food safe delivery steps. Idaho State Journal, September 5, 2021.
- How bacteria get in food. Idaho State Journal, August 29, 2021.
- Preparing food safe lunches. Idaho State Journal, August 22, 2021.
- Refrigerator tips. Idaho State Journal, August 15, 2021.
- E. Coli outbreak. Idaho State Journal, August 8, 2021.
- Botulism. Idaho State Journal, August 1, 2021.
- Food handling mistakes. Idaho State Journal, July 11, 2021.
- Summer fun without illness. Idaho State Journal, July 4, 2021.
- Food package safety. Idaho State Journal, June 27, 2021.
- Pantry food pests. Idaho State Journal, June 20, 2021.
- Traveling with food. Idaho State Journal, June 13, 2021.
- Prevent choking hazards. Idaho State Journal, June 6, 2021.
- Summer food safe tips. Idaho State Journal, May 30, 2021.



- Food safety while pregnant. Idaho State Journal, May 23, 2021.
- Safe grilling tool. Idaho State Journal, May 16, 2021.
- How to make food safe after a fire. Idaho State Journal, May 9, 2021.
- Eat foods safe for the earth. Idaho State Journal, May 2, 2021.
- Acidity in bottled foods. Idaho State Journal, April 25, 2021.
- Freeze drying basics. Idaho State Journal, April 18, 2021.
- Safe food takeout and delivery. Idaho State Journal, March 28, 2021.
- Mini fridge safety. Idaho State Journal, March 21, 2021.
- Safe baby bottle use. Idaho State Journal, March 14, 2021.
- Safe poultry handling. Idaho State Journal, March 7, 2021.
- Food waste. Idaho State Journal, February 28, 2021.
- Storing whole grains. Idaho State Journal, February 21, 2021.
- Eat your vegetables. Idaho State Journal, February 14, 2021.
- Choosing a cutting board. Idaho State Journal, January 31, 2021.
- Help is on the way. Idaho State Journal, January 24, 2021.
- Safe food storage. Idaho State Journal, January 17, 2021.

Review Activities:

- Journal of Human Services and Extension reviewer, 2021.

Community Service:

- Blackfoot Mayor's community council, 2019-present.
- Blackfoot Community Pantry, 2019-present.
- Doulas of Eastern Idaho Community Outreach and Events Director, 2017-2020.

PROFESSIONAL DEVELOPMENT: Teaching:

- Food safety for the reel world. Partnership for Food Safety Education. March 2, 2022.
- National Association of Extension 4-H Youth Development Professionals Virtual Conference. November 16-18, 2021.



- Examining front of package product names and ingredient list of infant and toddler food. Society of Nutrition Education and Behavior. October 18, 2021.
- Symposium on Health and Medical Misinformation. American Public Health Administration. August 12, 2021.
- Diabetes Update: Medication Management and Adherence. Diabetes Alliance of Idaho. May 19, 2021.
- Elements of Healthy Aging. UF University of Florida. May 2021
- Gut/Brain Series. Center for Change. April 2021.
- Evaluating and Testing Lacto-Ferments Across the Country (EATLAC). UC Davis. February 2021.

Outreach:

- National Extension Association of Family and Consumer Sciences Virtual Conference. November 2-5, 2021.
- Idaho Summit on Hunger and Food Insecurity. Virtual conference. October 21, 2021.
- Reconnecting the Supply Chain. Federal Emergency Management Administration. Iowa Homeland Security & Emergency Management. July 13, 2021.
- National Anti-Hunger Policy Virtual Conference. March 16-18, 2021.
- "Get on the bus". Idaho Association of Family & Consumer Sciences. February 10, 2021.

Administration/Management:

- Writing survey questions. University of Idaho Extension. February 15, 2022.
- University of Idaho Search Committee Training (Online). January 24, 2022.
- University of Idaho Minimizing Unconscious Bias on Committees. January 24, 2022.
- Civil Rights and Diversity: Know Your Civil Rights. University of Idaho. January 14, 2022.
- Spot the Phish Game. KnowBe4. November 3, 2021.
- How women rise: break the 12 habits holding you back. Utah Women & Leadership. October 29, 2021.
- Kevin Mitnick Security Awareness and Understanding and Avoiding Malware Training. September 8, 2021.



- University of Idaho 2020 Required Training B. April 20, 2021.
- University of Idaho Extension Annual Virtual Conference. April 13-15, 2021.
- CITI Program Training. March 30, 2021.
- Kevin Mitnick Security Awareness and Understanding and Avoiding Malware Training. March 10, 2021
- Joint Council of Extension Professionals (JCEP) Conference. February 10-12, 2021.

Crops/ Forage / Horticulture – Reed Findlay, Extension Educator

Quantitative Accomplishments

Program Areas Forages, Agronomy, Horticulture

Position Description

5% Scholarship and Creative Activities

80% Outreach and Extension (% 60 Crops, % 40 Horticulture)

15% Service and Leadership

Published refereed publications

- Naveen, J., Lucas, J., Viswanath, N., Findlay, J.R, Sprinkle, J., Strickland, S., Winford, E., Kolok, A.
  - o (2012). Investigation of relationships between fecal contamination, cattle grazing, human recreation, and microbial source tracking markers in a mixed-land-use rangeland watershed.
  - o Journal of Water Research. Volume 194, 15 (116921). April 2021. Retrieved from: <https://doi.org/10.1016/j.watres.2021.116921>
- Werlin, J.,\* A. West, R. Findlay, and N. Ghimire. (2020). Using hybrid learning to grow the Idaho



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- o Master Gardener Program and adapt to the COVID-19 environment. Journal of the National
  - o Association of County Agricultural Agents. 13 (2). Volume 13, Issue 2, December 2020. ISSN
  - o 2158-9429, No.41148. Retrieved from:  
<https://www.nacaa.com/journal/index.php?jid=1148>.
  - Bechinski, E.J., Smith, L.J., Merickel, F. Findlay, J.R. Revised January 2022. Large Yellow
  - o Underwing: A Cutworm Pest in Idaho. Extension Publication, CIS 1172.  
[https://www.extension.uidaho.edu/publishing/html/CIS1172-Large-Yellow-Underwing-a-](https://www.extension.uidaho.edu/publishing/html/CIS1172-Large-Yellow-Underwing-a-Cutworm-Pest-in-Idaho.aspx)
  - o [Cutworm-Pest-in-Idaho.aspx](https://www.extension.uidaho.edu/publishing/html/CIS1172-Large-Yellow-Underwing-a-Cutworm-Pest-in-Idaho.aspx)
  - Hatzenbuehler, P., Wardropper, C., Adjesiwor, A., Ansah, E. O., Burnham, M., de Haro-Martí,
  - Dentzman, K., Findlay, J. R., Glaze Jr., J. B., Hinds, J., Jansen, V., Karl, J., Lamichhane, R., Lew, R.,
  - Olsen, N., Powell, M., Running, K., Sagers, J., Schott, L., Walsh, O., and Wilson, B. December 2021.
  - Economic Impacts of Climate Change on Agriculture in Idaho. Idaho Climate-Economy Impacts
  - Assessment. James A. & Louise McClure Center for Public Policy Research, University of Idaho.
  - Boise, ID.
  - Findlay J.R. 2021. Economic injury level of thrips in alfalfa and small grains. Proceedings 106th Annual
  - o Meeting and Professional Improvement Conference, National Association of County Agricultural
  - o Agents. pp 188. July 8, 2021. Virtual AM/PIC.  
<https://www.nacaa.com/ampic/2021/2021%20Proceedings%20LR.pdf>
  - Findlay, J.R., J. Sagers, October 2021. Development of an economic threshold for thrips damage on Idaho alfalfa crops, Impact Statement. 25-21-jrfindlay-thrips-damage, 10/21.



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<https://www.uidaho.edu/-/media/UIDaho-Responsive/Files/Extension/admin/Impacts/2021/25-21-jrfindlay-thrips-damage.pdf?la=en&hash=1F4EE4EDCBECACC26B378CDAE82A7408B70AF5DD>

- Sprinkle, J., J.R. Findlay, June 2021. E. coli in streams and cattle grazing, Impact Statement.

<https://www.uidaho.edu/-/media/UIDaho-Responsive/Files/Extension/admin/Impacts/2021/29-21-jsprinkle-ecoli-streams.pdf?la=en&hash=F9B268CE39F38C903D8457164AA972FEFF761D4D>

- Findlay, J.R., Economic injury level of thrips in alfalfa and small grains. Annual Meeting and
  - o Professional Improvement Conference, National Association of County Agricultural Agents,
  - o Virtual AM/PIC, July 6-9, 2021.

#### Grants and Contracts awarded:

- Findlay, J.R. Continued thrips research. \$3000. UI Innovation grant
- Findlay, J.R. Bud grafting research. \$2000. UI innovation grant
- Findlay, J.R. UI Integrated pest management grant. \$1,000.
- Wherlin, J., J.R. Findlay, Farmer and cooperator stipend for UI video production, Beekeeping videos,
- Western SARE Grants, Mini-grants, April 16, 2021. \$350.
- Nikoukar, A., A. Rashed, J.R. Findlay, A. Bilderback, D. Gray, Evaluating the effectiveness of mustard
  - and their concentrated extracts in reducing losses to wireworms in the Pacific Northwest, MSU
- WSARE Rotation and Wireworm Management, USA. Western Sustainable Agriculture and
  - Research Education Grant, project number: GW20-206, September 2020 to August 2022. \$24,998.



- Findlay, J.R., J. Sagers. Greenhouse study of thrips impact on alfalfa, Innovative Award Grants,
- University of Idaho Extension, October 2018- June 2021. \$5,000

#### Courses taught

- Findlay, J.R.. 15 week master gardener classes, 2022.
- Findlay, J.R. Regional pesticide applicator trainings 2022.
- Findlay, J.R. Regional Farm management classes (6 week format) 2022.
- Findlay, J.R. Potato school (Spanish), Forage School, Cereal school 2022.
- Findlay, J.R. Area horticultural classes (14 classes), 2022
- Findlay, J.R., Plant Talk (Zoom), October 26, 2021.
- Findlay, J.R., Safety in the hills, Pocatello, Idaho, October 23, 2021.
- Findlay, J.R., Conducting garden research, Advanced Master Gardener, Blackfoot, Idaho, October 21, 2021.
- Findlay, J.R., Economic injury level of thrips in alfalfa, UI Extension Fall Faculty Retreat, September 29, 2021.
- Findlay, J.R., Beekeeping, EISF MG demonstration garden, Blackfoot, Idaho, September 7, 2021.
- Findlay, J.R., Dairy Goat 4-H Show, EISF, Blackfoot, Idaho, Blackfoot, Idaho, September 6, 2021.
- Findlay, J.R., Working Ranch 4-H Horse Show, EISF, Blackfoot, Idaho, September 3, 2021.
- Findlay, J.R., Plant Talk (Zoom), August 24, 2021.
- Findlay, J.R., Bud Grafting, Advanced Master Gardener, Blackfoot, Idaho, August 18, 2021.
- Findlay, J.R., Bannock County 4-H fair 2021, Downey, Idaho, August 5-7, 2021.
- Findlay, J.R., Bingham County 4-H fair 2021, Blackfoot, Idaho, August 2-7, 2021.
- Findlay, J.R., Working Ranch, EISF 2021, Blackfoot, Idaho, July 30, 2021.



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- Findlay, J.R., Insect issues of the 2021 season, Plant Talk Tuesday, Zoom, July 27, 2021.
  - Findlay, J.R., Results of UI forage studies for 2021 growing year, Aberdeen, Idaho, July 21, 2021.
  - Findlay, J.R., Cutworm control measures, Blackfoot, Idaho, July 15, 2021.
  - Findlay, J.R., Economic threshold for thrips in alfalfa, NACAA AM-PIC, National presentation, July 8, 2021.
  - Findlay, J.R., Cereal issues of 2021 growing season and drought, Eastern District, June 29, 2021.
  - Findlay, J.R., Common Diseases of 2021 season, Plant Talk Tuesday, Zoom, June 22, 2021.
  - Findlay, J.R., Western Drought conditions and outlook, Advanced Master Gardener, Blackfoot, Idaho, June 17, 2021.
  - Findlay, J.R., Bird Identification, Bingham 4-H Camp, Alpine, Wyoming, June 14-16, 2021.
  - Findlay, J.R., Container and small space gardening, Plant Talk Tuesday, Zoom, May 25, 2021.
  - Findlay, J.R., Beekeeping equipment, Advanced Master Gardener, Blackfoot, Idaho, May 20, 2021.
  - Findlay, J.R., Pasture management, Blackrock Horse Association, Pocatello, Idaho, May 11, 2021.
  - Findlay, J.R., Aviaries, Blackfoot, Idaho, May 10, 2021.
  - Findlay, J.R., Economic injury level of thrips in alfalfa, Ag Talk Tuesday, Zoom, May 4, 2021.
  - Findlay, J.R., Weed identification and control, NRCS annual educational meeting, Blackfoot, Idaho, April 29, 2021.
  - Findlay, J.R., Ron and Reed Gardening program, Zoom, April 27, 2021.
  - Findlay, J.R., Gardening basics, RS, Pocatello, Idaho, April 22, 2021.
  - Findlay, J.R., Garden essentials for fair, Advanced Master Gardener, Blackfoot, Idaho, April 17, 2021.
  - Findlay, J.R., Herbicide resistance and new pests, Advanced Master Gardener, Blackfoot, Idaho, April 15, 2021.



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- Findlay, J.R., Diseases of container gardens, Advanced Master Gardener, Blackfoot, Idaho, April 8, 2021.
  - Findlay, J.R., Common Garden Insects, Master Gardener, Pocatello, Idaho, April 7, 2021.
  - Findlay, J.R., Thrips impact on alfalfa, In-service, Blackfoot, Idaho, April 2, 2021.
  - Findlay, J.R., Fire wise landscaping, Master Gardener, Pocatello, Idaho, March 31, 2021.
  - Findlay, J.R., Bud Grafting, Blackfoot, Idaho, March 27, 2021.
  - Findlay, J.R., Pathology, Regional Master Gardener, Pocatello, Idaho Falls, March 24, 2021.
  - Findlay, J.R., Grafting using the bud method, Pocatello, Idaho, March 20, 2021.
  - Findlay, J.R., Insects and disease, 19th Annual Thaw-N-Awe Horticulture Symposium, Idaho Falls, Idaho, March 20, 2021.
  - Findlay, J.R., Spring Planting dates, Advanced Master Gardener, Blackfoot, Idaho, March 18, 2021.
  - Findlay, J.R., Corn Bloch Leaf miner, Master Gardener, Pocatello, Idaho, March 17, 2021.
  - Findlay, J.R., Economic Thresholds for thrips in Alfalfa, UI Forage School, Blackfoot, Idaho, March 17, 2021.
  - Findlay, J.R., Use of organic fertilizers, Advanced Master Gardeners, Blackfoot, Idaho, March 11, 2021.
  - Findlay, J.R., Reducing bee poisonings, PAT, Zoom, March 11, 2021.
  - Findlay, J.R., Organic fertilizer, Master Gardener, Pocatello, Idaho, March 10, 2021.
  - Findlay, J.R., Beekeeping, Idaho Home Garden Tips, Zoom, March 9, 2021.
  - Findlay, J.R., Iron deficiency in Idaho plants, Master Gardener, Pocatello, Idaho, March 3, 2021.
  - Findlay, J.R., Mission Statements, Farm Management, Pocatello, Idaho, February 25, 2021.
  - Findlay, J.R., Entomology, Regional Master Gardener, Pocatello, Idaho Falls, February 24, 2021.
  - Findlay, J.R., Pasture Management, Blackfoot, Idaho, February 23, 2021.
  - Findlay, J.R., Business Structures, Farm Management, Pocatello, Idaho, February 18, 2021.



- Findlay, J.R., Economic Thresholds for thrips in alfalfa, 2021 Idaho Hay and Forage Association Virtual Conference, February 18, 2021.
- Findlay, J.R., Winter Irrigation, Advanced Master Gardener, Blackfoot, Idaho, February 18, 2021.
- Findlay, J.R., Harvesting and storing vegetables, Master Gardener, Pocatello, February 17, 2021.
- Findlay, J.R., Pasture Management workshop, Pocatello, Idaho, February 16, 2021.
- Findlay, J.R., Covid Precautions for our area, Bannock County, February 13, 2021.
- Findlay, J.R., Factors Affecting Profits, Farm Management, Pocatello, Idaho, February 11, 2021.
- Findlay, J.R., Protecting Pollinators, Master Gardener, Pocatello, Idaho, February 10, 2021.
- Findlay, J.R., Insects and water quality, Pasture Management Workshop, Blackfoot, February 9, 2021.
- Findlay, J.R., Using Debt Wisely, Farm Management, Pocatello, Idaho, February 4, 2021.
- Findlay, J.R., Drip and Flood Irrigation Methods, Master Gardener, Pocatello, Idaho, February 3, 2021.
- Findlay, J.R., Employee Compensation, Farm Management, Pocatello, Idaho, January 28, 2021.
- Findlay, J.R., Soils and Fertility, Regional Master Gardener Zoom, January 27, 2021.
- Findlay, J.R., Civil Rights Preparation, East Idaho District Faculty Meeting, January 26, 2021.
- Findlay, J.R., Mission Statements, Farm Management, Pocatello, Idaho, January 21, 2021.
- Findlay, J.R., Transplanting Vegetables, Advanced Master Gardener, Bingham, January 21, 2021.
- Findlay, J.R., Vegetable Seedlings, Regional Master Gardener, Bannock/Bingham Zoom, January 20, 2021.
- Findlay, J.R., Potato Production, UI Potato School, Spanish Sessions, Pocatello, Idaho, January 19, 2021.
- Findlay, J.R., Winter Watering, Advanced Master Gardener, Bannock, January 14, 2021.



- Findlay, J.R., Idaho Hay and Forage Situation and Outlook, Idaho Outlook Seminars (Zoom), December 17, 2020.
- Findlay, J.R., Reducing Bee Poisoning, Regional Pesticide Applicator Recertification, December 2, 2020.
- Findlay, J.R., Reducing Bee Poisoning, Regional Pesticide Applicator Recertification, November 16, 2020.
- Findlay, J.R., Garden Storage, Advanced Master Gardener, Bannock, Idaho, November 12, 2020.

Livestock & 4-H –

A new Livestock & 4-H Educator has been hired to begin in August 2022.

4-H – Office staff

4-H  
2020-2021

Thursday, August 12, 2021  
Page 1

Report: ES237 - Youth Count  
Filters:

**School Grade (duplications eliminated)**

Kinder	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Post HS	Not in School	Special	Total
29	11	23	61	105	389	155	95	70	178	124	52	10	1	3	38	1344

**Gender of 4-H Youth Participants (duplications eliminated)**

Male	Female	Not Provided	Total
575	765	4	1344

**Place of Residence of 4-H Youth Participants (duplications eliminated)**

Farm	Towns of under 10,000 and rural non-farm	Towns and cities (10,000-50,000), and their suburbs	Suburbs of cities of over 50,000	Central cities of over 50,000	Total
158	403	774	6	3	1344

**Total 4-H Youth Participants (duplications eliminated)**

Total
1344

Note: The four totals on this page should all match.



(a)	(b)	(c)	(d)	(e)
Youth Members of Organized 4-H Community Clubs	Youth Members of Organized 4-H In-School Clubs	Youth Members of Organized 4-H After School Clubs	Youth Members of Military 4-H Clubs	Total 4-H Club Membership
448	0	0	0	448

(f)	(g)	(h)	(i)
Youth Participating in 4-H Special Interest / Short-Term Programs	Youth Participating in 4-H Overnight Camping Programs	Youth Participating in 4-H Day Camping Programs	Total Youth Participating in 4-H Camping Programs
19	88	0	88

(j)	(k)	(l)	(m)
Youth Participating in School Enrichment Programs	Youth Participating in Individual Study / Mentoring / Family Learning Programs	Youth Participating in After-School Programs Using 4-H Curricula / Staff Training	Youth Participating in Instructional TV/Video/Web Programs
860	0	0	0

Total (with duplications included)
1415

**Bingham County Extension – FY 2023 Goals & Objectives**

1. Contribute to Bingham County prosperity by providing research-based information and education where people live, work, and attend school to help create a safer, healthier, and more productive citizenry.
2. Provide prompt, courteous, high quality, and cost-effective customer service via social media, email, telephone, face-to-face conversations, and web access.
3. Utilize Extension Advisory group to inform programs and community needs to Extension faculty so we can respond to emerging issues. Develop, design, implement, and support the continuous evaluation process to assess outcomes and return on investment for UI Extension programs.

**Bingham County Extension – Significant changes to FY 2023 Budget**



We would like to trade in our XEROX copier machine bought in 2019/2021. The machine is not user friendly and has some usage issues. We would like to trade it in for a SHARP copier like we had previously.

- 800-0000 Increase \$364.00 to a balance of \$2864.00 – to be used to purchase new copier
- 801-0000 replace this \$4000 budget to pay a portion of the new copier

### 5-year Capital Outlay Plan

Name	Description	Year bought	Who Bought	Expected Life	2023	2024	2025	2026	2027
Van	10 Dodge Caravan - WHITE (seats 7) vin # 2D4RN4DE2AR353016 fleet #1006	transferred 2019	County	150,000 miles					
Truck	11 Toyota Tundra Truck- Red (seats 5) vin # 3TFD95F138X186487 #1106	transferred 2020	County	175,000 miles					
Copier	Xerox A22909 color &blk/wht copier	2019/2020	County	700,000-100,000 copies					
Reed laptop	Dell Latitude 5490 service #hw490c2	10/2/2016	UI	5 yrs	replace				
Fair Printer (copier use during co fair)	Canon 0530	2016	County						
Reed Printer	Pantum M6552NW	1/2022	County	5 yrs+					
Meranda Laptop	Dell Latitude E6440 service # 8804k12	9/28/2015	UI	5 yrs					replace
Julie desktop	dell optiplex 7050 (jd2nfxe) #gthw42	11/8/2017	UI start up	5 yrs	replace				
Julie laptop	dell latitude 5480 #26mrgh2	10/29/2017	UI	5 yrs	replace				
Julie ipad	ipad model a1954, bga1954 serial : dmpwva22jmxk	11/1/2018	UI start up	5 yrs					
Heather Laptop	Dell Latitude E6540 service # hcj0v32	5/23/2015	County	5 yrs					replace
Krista Desktop	Dell Optiplex 5060 service # dh9ka2, coex137 property # 03241	12/11/2018	County	5 yrs					replace
assistant Desktop	Dell Optiplex 5060 service # dh3ckq2, coex136 pproperty # 03240	12/11/2018	County	5 yrs					replace
Surface Tablet	Dell xps	2016	UI	5 yrs					replace ?
Surface tablet	microsoft surface pro 4	2016	UI	5 yrs					
Laptop	Dell latitude service #gtjcs1	4/23/2012	UI	5 yrs			replace		
Thinkpad laptop	Thinkpad T14 Gen 1 serial: PF-22NPK1	2021	UI						
ipad mini -robotics	dmpd8108im94	2019	4-H						
ipad mini -robotics	dmpd955vym94	2019	4-H						
ipad mini -robotics	dmpd94e9lm94	2019	4-H						
3- ipads	ipads for Robotics	2019/2020	4-H						
samsung galaxy tab a- robotics wedo	r52kc1bt0ba	2019	4-H						
samsung galaxy tab a- robotics wedo	r52kc1bnw5f	2019	4-H						
samsung galaxy tab a- robotics wedo		2019	4-H						
samsung galaxy tab a- robotics wedo		2019	4-H						
samsung galaxy tab a- robotics wedo		2019	4-H						
ipad -grn case	f9h87fcm6	2019	4-H						
Teaching Kitchen TV	Vizio TV and soundbar	2019	UI						

Name	Description	Year bought	Who Bought	Expected Life	2023	2024	2025	2026	2027
Tables	5 small heavy tables, 1 square table, 2 small adjustable height tables, 3 lg light tables, 7 sm light tables	most bought 2016	County						
Chairs		75	2016	County					
Safe	Sentry	2015	County						
Cash Register	Sharp XE-A507	2018	County						
Credit card readers	model: augusta 5 3 purchased help # 18778280720 cardpointesupport@cardconnect.com 3 purchased	Dec-21	County						
Projector	Epson LCD projector H551A		UI	5 yrs		replace			
Small Projector	Dell DLP Front projector M410HD		County	5 yrs					replace
White projector	dracoclight 4500 lux video projector	2020	county	5 yrs					
folding machine		2006	County						
Scale Head - sheep/goat/beef			4H						
Scale - swine			4H						
Sewing Machine 1			4H						
Sewing Machine 2			4H						
Sewing Machine 3	singer 4411 heavy duty	1/17/2020	4H						
Sewing Machine 4	singer 4411 heavy duty	1/21/2020	4H						
Oven #1	General Electric		County						
Oven #2	*No brand visible	2014	County						
Fridge	GE Hot Point HTS18G6ERWW	2004	County						



**Employees paid through this account:**

- 2 Full-time
- 1 Part-time



## **Information Technology**

### **General Fund 01-14**

#### **Scott Mensching – Information Technology Director**

#### **Elected Official – BOCC**

### **Mission Statement**

To provide transparent and accountable information and support to the employees of the county so they can serve the public and carry on the business of the County that is useful, timely and accurate. Also, maintain a safe and secure network.

### **Program Description**

Bingham County Information Technology Department manages the ongoing, day-to-day operations of computer information systems departments; develops, implements and interprets policy, establishes guidelines; develops processes and procedures designed to enhance efficiency and effectiveness of information systems.

Oversees and participates in the daily operation, maintenance and management of various systems infrastructure features and components including operating systems, networks software and hardware, (SQL) servers, firewalls and security.

### **FY 2022 Accomplishments**

- Added two IT Employees this year, David Thomas and Kory Belnap.
- Deployed CIS Antivirus software, CrowdStrike provides one of the top antivirus solutions.
- Deployed Sophos next generation firewall. This device provides virus, malware, and email inspection of all files and email.
- Virtualized two GIS servers and retired old hardware.
- Deployed PasswordState password management system.
- Moved offsite backup storage from Microsoft Azure to Wasabi.
- Setup Aberdeen Sheriff's office.
- Setup Aberdeen City with IT support, new PCs, and networking equipment. We are excited to help out another city with their limited IT resources and budget.



**FY 2022 Savings**

Product	Quote	Cost		Initial savings	Per year	5 year
CIS Antivirus software	\$25,000.00	\$17,034.0	Crowdstrike direct was quoted at \$25,000 for unmonitored service. The CIS cost cost \$17,034 is for 24/7 live monitoring.	\$7,966.00	\$7,966.00	\$39,830.00
LastPass password manager	\$22,000.00	\$9,834.00	Changed from lastpass to Passwordstate due to cost. Lastpass is 22,000 per year. Passwordstate is \$2,000 per year after initial purchase of \$9,000.00	\$12,166.00	\$20,000.00	\$100,000.0
Azure Storage	\$24,000.00	\$5,000.00	Moved backup storage from Azure storage to Wasabi.	\$19,000.00	\$19,000.00	\$95,000.00
Dell Unity and Data Domain	\$35,000.00	\$23,867.8	Reduced 24/7 - 4 hour support to NBD. Dell is unable to provide 24/7 - 4 hour support to east idaho.	\$11,132.17	\$11,132.17	\$55,660.85
GIS servers qty. 2	\$15,000.00	\$0.00	Virtualized both servers on current hardware	\$15,000.00		\$15,000.00
Firewall	\$25,000.00	\$0.00	Purchased in 2021	\$25,000.00		
<b>Total</b>				<b>\$90,264.17</b>	<b>\$58,098.17</b>	<b>\$305,490.8</b>



**FY 2023 Goals and Objectives**

- Update 47 licenses of Adobe Acrobat.
- Replace outdated switches. Ongoing project.
- Continued PC and monitor replacement.
- Update all windows 2012 R2 servers to Windows 2019.
- Discuss adding the City of Shelley and Shelley PD to IT support.

**Changes to FY 2023 Budget**

Update Adobe Acrobat to current version 20.

Add Pandadoc for Probation document signatures.

**Repairs and Maintenance: 01-14 492-00**

2021	2022	2023
\$118,000	\$31,000	\$31,000

- General repairs and maintenance.
- Verizon Jetpacks

**Backup line item: 01-14 492-01**

2021	2022	2023
\$60,000	\$65,000	\$48,000



**Computer Software: 01-14 524-00**

2021	2022	2023
\$20,000	\$95,000	\$32,500

**Computer Software Renewal and Maintenance: 01-14-524-1**

2021	2022	2023
N/A	\$98,000	\$154,400

**5 Year Capital Outlay Plan**

The Information Technology Department handles the IT helpdesk, provides technical support for all of Bingham County users, Aberdeen City, and Blackfoot PD users, IT oversees computer replacement, Maintenance Agreements, System Backups, Phone systems, Networking, and much, much more. The Information Technology Department includes an IT Director, Systems Administrator, Systems Support Specialist and IT Support Specialist. We are on a hardware rotation to replace 60 PCs per year, upgrading outdated network infrastructure, keeping up with the latest technology and security trends. The Information Technology Department has a priority on network security and customer service. Our goal is to stay up to date on the latest security technology, software and education to keep our network safe.

The Information Technology department will continue to replace hardware and software on a 5-year schedule to keep the yearly budget manageable.

**Capital-IT Department: 01-14 804-00**

2021	2022	2023
\$176,000	\$115,000	\$99,000



- 60 PCs, 40 monitors, and miscellaneous hardware.
- Switches and misc network equipment.
- Server racking and security.

**Capital-Servers: 01-14 810-00**

2021	2022	2023
\$35,000	\$45,000	\$20,000

- Network equipment and maintenance.

**Summary**

**2022 - 2023 Total decrease \$72,518**

2021 - Expenses: \$366,830

2022 - Expenses: \$539,600

2023 - Expenses: \$490,300

2021 - Capital Outlay: \$211,000

2022 - Capital Outlay: \$160,000

2023 - Capital Outlay: \$119,000

**Income**

2023 - Aberdeen - \$11,135.00

Blackfoot - \$94,032.00

Total - \$105,167.00

**Employees paid through this fund:**

4 Full-time



## **Elections**

### **General Fund 01-15 – Consolidated Elections 60-00**

**Danette Miller – Director**

**Elected Official – County Clerk**

#### **Mission Statement**

Bingham County Elections Department's purpose is to serve the citizens of Bingham County with their voter rights and privileges, as well as ensure that the elections and related activities are handled in an honest, timely and professional manner, and to protect the physical security of all election materials.

#### **Program Description**

Idaho Code, Title 34, cites the statutory requirements for elections. These include voter registration, absentee voter requests, issuing, receiving and tracking of absentee ballots, and early voting. Other requirements of the elections office are recruiting, training and administering all election activities to poll workers, while maintaining the integrity of the voting process. Retain voting records for all federal, state, county and special taxing district elections. Also track and manage campaign finance reports/records for all of Bingham County candidates.

#### **FY 2022 Accomplishments**

- ❖ The Elections Department attended the 2022 IACRC Elections Conference held in Boise on January 3 through 6, 2022. It was once again very informative with many excellent presentators. We continue to become increasingly more knowledgeable of our voter program, Tenex, as new programs are rolled out within the system.
- ❖ Pam and Danette also had the opportunity to attend a Idaho Customer Security Training at ES&S headquarters in Omaha, Nebraska on April 18 through 20th, 2022. This was a very enlightening experience to visit and network with our voting equipment supplier as well as interact with several other Idaho counties clerks/election directors attending the conference. This training allowed us to see and hear how physically secure and safe our product is in terms of election integrity. ES&S is committed to providing accurate and reliable elections for our nation. We left the conference more confident than ever in our choice of vendor (ES&S).
- ❖ Electronic Poll Books (EPB's) have been issued to all 25 precinct locations and every precinct has had the opportunity to use them at the past May 17, 2022 Primary Election.
- ❖ Elections has installed a mail drop box in front of the Bingham County Courthouse for voter convenience. It has 24 hour security surveillance.



- ❖ Finished the 2020 Census, which included new precinct boundaries for each of the three (3) commissioner districts, making the voter totals more equal in each district. Also Bingham and Butte counties have joined to share the same legislative district which is now Legislative District 30 rather than 31.
- ❖ Implemented a new taxing district for the purpose of formation of the Eastern Idaho Regional Wastewater Authority (EIRWWA).
- ❖ Successfully performed a Mayoral Runoff Election in December, 2021.

**FY 2023 Goals and Objectives**

- ❖ Continue to become more knowledgeable of the Campaign Finance Portal, in order to serve the candidates of Bingham County.
- ❖ Be prepared, if our county is chosen, to perform a Postelection Audit per Secretary of State Directive 2022-02.
- ❖ More intense one-on-one training with election poll workers in using the new electronic poll books.
- ❖ Look at utilizing Secretary of State videos in helping train poll workers.

**Significant Changes to the FY 2023 Budget**

- ❖ Upgrade to the EVS 6200 certification per the State. See attached purchase order/quotes from ES&S with breakdown of charges.
- ❖ Replace two back tires on Election Trailer #1

**5 Year Capital Outlay**

- ❖ Possible need to replace some DS 200 machines within the next five (5) years.

**Employees paid through this fund:** 1 full-time in Fund 1-15 and 2 part-time in Fund 60



## **General Fund -1-18 Elected Officials – County Clerk and BOCC**

### **Program Description**

This general fund covers many of the expenses incurred for general county use. Examples include:

- courthouse security and cameras
- cell phone stipends
- county audit
- dues and memberships
- postage
- shredding service
- sick-leave payout for retiring employees
- worker's comp payments
- state unemployment payments
- dependent medical coverage
- general reserve line item of \$50,000 for unexpected costs
- fleet management for general county use

### **Employees paid through this fund:**

- 2 Full-time security
- 2 Part-time security



## **Planning and Zoning**

### **General Fund 01-21**

**Tiffany G. Olsen – Department Head**

**Elected Official – BOCC**

#### **Mission Statement**

We will meet our community's needs through the efficient and professional delivery of quality services, with pride and integrity, in an open, honest spirit of teamwork, respecting the self-worth of the individual and the environment. Our goal is to assist our citizens in determining a desired lifestyle and quality of life via informed management of the use of land and building safety.

#### **Program Description**

Building Division: responsible for safeguarding public health, safety and welfare in the building environment of the adopted codes by the County and Idaho Statutes as they apply to the construction of building and related structures.

Planning/Code Enforcement Division: prepares, monitors and implements the County's Comprehensive Plan and Zoning Ordinance including compliance review, zone changes, special use, variance and code enforcement. This division also oversees code enforcement of land use regulations within the County.

Economic Development Division: works to improve the economic well-being of our County through efforts that entail job creation, job retention, tax base enhancements, and quality of life. Meet with Developers and prospective companies desiring for more information on our County to locate business operations.

#### **2022 Accomplishments**

- Implemented OpenGov Software for Building Applications, Plans, and overall document management from paper to digital files
- Launched a governmental fleet vehicle system for Department
- Building Plan review was reduced from 4 weeks to 2 weeks (on average) with implementing precise scheduling and setting priorities
- Increased Revenue by approx. \$193,000 with increase in fees and increase in permit volume



- Issued 32 Commercial Construction Project Permits (calendar year)
- Issued 222 New Residential Permits (calendar year)
- Permits increase of 9% over 2021 (calendar year)
- Issued 481 Building Permits; 299 Mechanical Permits; and held 63 P&Z Commission Public Hearings for Land Use Applications (calendar year)

**2023 Goals**

- Continue training of staff and promote additional certifications and position classifications
- Review historic permits to ensure compliance with conditions enacted at permit approval
- Begin scanning closed building files and store electronically
- Amend and clarify Zoning Ordinance
- Review the Comprehensive Plan and hold public meetings for input
- Implement Planning Submissions in OpenGov Software
- Implement online Code Enforcement complaint and tracking system

**Capital Outlay Plan (5 year)**

- potentially procure another leased vehicle if/when needed

**Employees Paid through this Fund: 7.5**



## **Road and Bridge – Public Works**

**02-40 General**

**02-46 Crusher**

**02-47 Shop**

**Dusty Whited – Public Works Director**

**Elected Official – BOCC**

### **Mission Statement**

Public Works employees deliver cost effective, safe, reliable and sustainable projects, programs and quality services to provide essential government services with the priority on public safety and future economic development with a long term fiscal stability and provide a high standard of quality work for the public.

### **Program Description**

1. Maintain 1400 miles of improved and unimproved roadways
2. Service and maintain all county owned vehicles and equipment
3. Provide a aggressive pavement management program on over 100 miles of roads each year
4. Maintain 320 bridge structures
5. Work with all the cities and agencies within Bingham County
6. Install and maintain all traffic signs and striping within the county as needed
7. Manage all county owned aggregate sources and crusher needs

### **FY 2023 Goals and Objectives**

1. Implement all new pavement management programs
2. Continue fleet improvements
3. Continue reducing equipment downtime
4. Continue crushing 100,000 plus tons of material to haul and place on county roads as needed

### **Bingham County Road and Bridge 2022 Accomplishments**

1. Improved 6 miles of blackfoot reservoir rd
2. Improved 1 ½ miles of sellars creek rd
3. Micro surfaced approximately 46.07 miles of paved roads throughout the county
4. Chipped sealed approximately 52.71 miles of roads throughout the county
5. Crushed 14,000 tons of material and hauled on mountain roads
6. Crushed 75,000 tons of road base for use throughout the county
7. Crushed 7,000 tons of ¾ chips for use on county roads



8. Crushed 7,500 tons of type 3 micro sand for use on county roads

### **2022 Major Purchases**

1. 966m cat loader
2. Purchased one T880 kenworth dump truck
3. Purchased a 100 foot stacker
4. Purchased new F550 sign truck
5. Purchased two cat pneumatic chip rollers
6. Purchased used wheeler paver
7. Purchased 6 new F 250 pickups
8. Purchased two walk and roll compactors
9. Leased new cat 150 grader

### **5 Long term goals**

1. Continue to upgrade Fleet replace older trucks and graders
2. Maintain pavement Management Programs and stay within yearly budget
3. Continue to reduce equipment downtime and lower maintenance costs
4. Continue aggressive safety program
5. Continue to cover as many miles as the budget will allow with  $\frac{3}{4}$  road base

### **Employees paid through this fund:**

- 1 Full-time director
- 1 Full-time Road & Bridge supervisor
- 4 Full-time leads
- 4 Full-time mechanics
- 29 Full-time operators, drivers and technicians
- 2 Full-time administrative assistants
- 1 Full-time ordinance compliance officer



## **Sheriff's Office**

### **05-02 Sheriff**

### **05-03 Jail**

### **05-04 Grants**

### **05-05 Dispatch**

### **Craig T. Rowland – Sheriff**

#### **Mission Statement**

It is our commitment to provide professional law enforcement services to all citizens of Bingham County through a trained, motivated, and focused work force of men and women dedicated to public service.

#### **Program Description**

##### **Patrol**

The Patrol Division is responsible for providing the following services to the citizens of Bingham County.

- Ensure the safety of all citizens within Bingham County.
- Respond quickly and safely to calls for service at all hours of the day.
- Treat the public with respect and dignity.
- Provide prompt, professional assistance to other first responders within our means.
- Patrol, monitor and enforce traffic issues throughout the county daily.
- Maintain a safe environment for those citizens in custody.
- Provide safe transportation to the proper facilities for those in custody or being detained.
- Provide the security and integrity of crime scenes.

#### **Long-term Goals**

- Provide continued quality service to the citizens of Bingham County.
- Provide a safe working environment for Bingham County employees.
- Provide modern up to date equipment for Patrol Deputies.
- Continue needed maintenance on issued and non-issued equipment.
- Replace worn out aging equipment as needed.

#### **FY 2022 Accomplishments**

- Our most notable accomplishment for the 2021-2022 year has been the New Pay Scale approved at the beginning of this budget cycle. This has given the Sheriffs Office competitive wages to attract and retain employees.



- We have purchased a new records management program (FLEX) . We are currently in the process of going live with this upgrade.
- We are currently installing Security Cameras throughout the county owned facilities.
- We have maintained our spending at or under our current budget levels.
- Moved Admin and Detective vehicles to a one year lease option, saving Bingham County about \$25,000 a year.
- Our radio tower upgrade was completed.

### **FY 2023 Objectives**

- We will be reclassifying two positions that have been identified as outdated.
- Replace all patrol vehicles that are due to be replaced (FY 2023) This will be our first complete cycle of leased vehicles.
- We plan to continue with the jail expansion. We are currently in the design phase working with Lombard & Conrad Architects.

### **5 year Plan**

- Our plan is to continue the lease program and continually monitor the program to keep it fiscally the best option to maintain the fleet of vehicles.
- Change our current (RMS) records management software to a new vendor. This will allow us to be fully integrated with cameras radios and RMS
- Upgrade our current Watchguard camera system to a cloud base system that allows integration with RMS and radios.

## **Detention Division**

### **Mission Statement**

The Bingham County Jail shall be operated in accordance with the Idaho Jail Standards as well as additional ICRMP Standards. By doing so, we strive to assist in protecting our communities, as part of the Bingham County Sheriff's Office Mission Statement, providing employees a safe work environment and holding inmates in a manner which protects their self-respect and dignity. All inmates entrusted to our care are treated fairly and justly without regard to their race, gender, religion, age or social status. The health, safety and wellbeing of these individuals is the main priority.

### **Sheriff's Office – Jail – Primary Services:**

The Bingham County Sheriff's Office Detention personnel are responsible for providing the following in the most cost effective manner:

- Required security with the jail and courthouse
- Transporting inmates to and from other facilities
- Accurate inmate account management
- Inmate booking/custody records
- Professional and consistent service to the public and courts
- Meeting necessary nutritional requirement of inmates



- Providing necessary clothing and personal hygiene items
- Maintaining a clean/sanitary environment
- Ensuring the safe humane custody of inmates
- Providing basic medical services such as mental health and dental
- To support any other services as requested by the Sheriff

### **FY 2023 Accomplishments**

- Reduced jail population to comply with jail standards
- Passed our PREA audit with minimal changes.
- Passed our annual Jail Inspection.

### **Long-term Goals**

1. Manage equipment costs by replacing aging equipment.
2. Provide an efficient and safe work environment.
3. Provide a safe, secure and humane environment for inmates; maintain a clean and sanitary environment.
4. Provide a safe and secure environment for citizens, professionals and visitors to the jail.
5. Maintain adequate staffing levels for both certified deputies and non-certified support positions in accordance with the volume of work and number of open housing units.
6. Manage inmate population numbers to stay within the approved number of inmates assigned to the jail, housing units and cells. **JAIL EXPANSION**

### **5 year Capital Outlay**

1. The following list of equipment will be replaced on a five year basis to ensure that these items are in good working quality. This list is in no particular order.
  - a. Hobart Mixer \$17,000 - \$20,000
  - b. Southbend 4 burner stove \$3,500
  - c. Flat Top \$3,000
  - d. Grill \$3,000
  - e. Prodigy Ice Maker \$3,800
  - f. Milnor Washers \$10,000 - \$15,000 for two
  - g. Milnor Dryers \$10,000 for two
  - h. Hot Water Heater \$2,500
  - i. Replacement Food Trays \$2,000
  - j. Indoor Recreation Room Heater \$7,500
  - k. Replace X-ray and Scanner at front doors Cost TBD.

### **Employees paid through this fund:**

05-02: Elected Sheriff, 40 Full-time patrol, detectives, SROs, civilians, 3 Part-time DARE and evidence

05-03: 31 Full-time jail related, 1 Full-time assigned to supervise work crew, and 1 Full-time pretrial services

05-05: 11 Full-time dispatchers, 3 Part-time dispatchers



**District Court Fund**  
**06-50 District Court**  
**Sheri Landon – Court Supervisor**  
**Elected Official – County Clerk**

**Mission Statement**

As the third branch of the government, we provide access to justice by ensuring fair processes and the timely, impartial resolution of cases.

**Program Description**

The Bingham County Courts are responsible for both civil and criminal filings, collecting fines, fees, restitution and bonds from parties owing the County, State and City governments as well as individuals. We also have an archiving department that handles requests for records from various departments and individuals. The Clerk of the District Court employs seventeen full-time employees, one part-time employee and provides part-time on the job training for two high school interns each year.

All courts in the State of Idaho are currently on the new case management system called Odyssey Navigator. Since we have become an electronic filing system there are many new systems that have been added to the clerk's caseloads. For example, File and Serve is how documents are filed with the court. File and Serve is separate from Odyssey. They communicate but the clerk actually works documents through file and serve and then pushes them over to Odyssey so they can be placed in the court file. When we need an interpreter we use a system called GridCheck. Basically it is an online board posting where interpreters can pick up jobs. FTR Gold is still used to record our hearings and Clerks use Revotext for when a Court Reporter is needed for a hearing. The Courts implemented using Zoom for all court proceedings during COVID-19 and now we have transitioned into a split of hearing certain hearings in person and certain hearings held by zoom.

**FY 2022 Accomplishments**

- Collections continue to be up despite COVID-19. Implementation of our review payments monthly plan has been extremely effective. The office staff continues to problem solve new ways to keep people on track with their payment agreements. This is a TEAM effort. This requires all clerks, judges and the tracking clerk to communicate daily. We continue to come up with processes to make this effective for Bingham County. Other counties have reached out to us and visited us to watch our processes regarding this. The County Payments and Tracking Clerk has found new ways to motivate payments on current and old cases by reaching out to probation and parole officers when they could to remind them of their clients payment agreements or to set up new payment agreements. With



the implementation three years ago of our payment agreement plans and someone to monitor them closely this has made a difference in our collections and getting cases paid in full. This is also beneficial to the parties paying on these cases. Instead of avoiding us and law enforcement because they are afraid they have a warrant - they maintain contact and have a sense of accomplishment when cases are paid. We continue to be in good shape since we implemented this process. We have been diligently working with our clients to continue to make their monthly payments. See the "Fee by Fee Schedule Reports" below.

- We continue to hear cases through the courts by ZOOM. This has added more responsibility to the clerks conducting hearings. The additional work creating zoom hearings, notifying counsel, pro se litigants and other court partners is just some of the additional case load added to the clerks. During hearings now clerks are required to bring numerous people in and out of hearings, create multiple breakout rooms all while managing FTR Gold, minutes on Odyssey and FTR recorder, prepare and send documents, look up information and send out as needed and requested by the judge and counsel.
- Jury Room #1 has new chairs for jurors.
- Upstairs hallway now has new chairs that are easy to wipe down and keep clean. We have disposed of all the cloth chairs in the upstairs hallway.
- Reclassification of the court clerks for the FY2022 year. The Supreme Court continues to demand more of court clerks in case management and technology competence. All clerks have been trained to conduct remote hearings through ZOOM. They coordinate with the judge, attorneys, and self-represented litigants, and initiate the meeting along with creating side rooms for witnesses or other parties awaiting the hearing. Clerks also continue to use FTR (For the Record )for recordings, taking meeting notes and creating minutes for each hearing, motion, sentencing or trial. Case management in Odyssey which now houses all of our cases electronically is technically challenging and requires proficiency and caseload tracking along with more coordination with parties than what was required in the previous court filing system.

### **FY 2023 Goals and Objectives**

- Hire two part-time positions for the year 2023. Work continues to create high demand for processing cases, hearing cases and entering detailed data entry that many agencies rely on to be completed timely. It has become increasingly harder to keep up on all the work and hard to allow people their PTO. With the increased workload it would be advantageous to hire two part time positions next year. I have two very experienced clerks retiring at the end of this year and spring of



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2023 and would like to be able to hire them to come back and work part time. Their experience and work output would be extremely beneficial to the county.

- Extend part-time bailiff hours. Our part-time bailiff Jeff Mosbrucker bailiffs and assists a clerk with tracking out of county warrants. These job duties have both increased with more hearings being held and it would be nice to have a little more flexible hours to complete tasks or allow him to cover for Jury Trials that take longer than 1 day. PERSI has changed their regulation requirements regarding retired PERSI members.
- Odyssey case management, video conferencing, ZOOM set up/recording and FTR gold recording are becoming technically complicated. The Supreme Court implemented the new case management system in the 7<sup>th</sup> Judicial District with an upgrade to the Navigator system. Continued training and addressing issues as they come up with our new electronic system.
- Continue to find and implement ever changing court processes to create checks and balances in the electronic world. Clerks used to just process paperwork and are now responsible for making sure information is being submitted, entered correctly and tracked. Example: tracking out of county orders our cases for cost of supervision, drug court orders, starting and stopping auto charges. We have implemented some spreadsheets for tracking purposes and this is working very well. We continue to work with probation to check on “out of county case” status to make sure out of county supervision is being correctly entered in by the sentencing county.

### **5 year Capital Outlay**

We are closer on our plan to upgrade the District Court office. Our remodel of the District Court office will bring our Archivist to the District Court office, extend Courtroom #5 out and create an access hallway to get to Courtroom #5 without going through the District Court clerk’s office. With continued growth in our county and pressure to have cases heard timely and having Courtroom 5 made larger will make it a more effective courtroom. We also would like to upgrade our additional courtrooms. Our upgrades are to accommodate updated technology, become ADA compliant and become more efficient in processing our cases timely through the Courts.

### **Employees paid through this fund:**

- 6 Full-time deputy clerks
- 1 Full-time bailiff
- 1 Part-time bailiff
- 2 High school work study



## Fee by Fee Schedule Report

IDODYPROD

Date Range: Thursday, October 1, 2020 - Thursday, September 30, 2021 Fee Schedule: CREDDDEB,CRHAND,AACIB,AACINT,AAC,ADC,ADCI

Nodes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Fee Schedule	Fee Schedule Count	Amount
A - Court Technology Credit/Debit Card Fee (Miscellaneous)	64	192.00
A - Credit/Debit Card Fee (Criminal)	3843	11,547.00
A - Handling Fee (Criminal)	3625	7,380.00
Agency Investigative Costs (37-2732(k)) (Criminal)	1	130.20
Agency Toxicology Costs(37-2732C(g)) (Criminal)	3	388.00
Audio Media (CD/Other) Fees (Criminal)	5	50.00
Audio Media (CD/Other) Fees (Miscellaneous)	2	20.00
Bond Forfeiture (FTA) (Criminal)	20	33,115.00
Certification Fees (Criminal)	5	12.00
Certification Fees (Miscellaneous)	18	47.00
Copy Fees (Criminal)	24	197.50
Copy Fees (Miscellaneous)	50	840.60
Cost of Prosecution (Criminal)	2	300.00
Court Assistance Office Fee (Miscellaneous)	100	2,093.75
Court Costs - Felony - Drug (Criminal)	248	13,262.57
Court Costs - Felony - DUI (Criminal)	46	3,052.50
Court Costs - Felony - DV/SA (Criminal)	9	261.00
Court Costs - Felony - Motor Vehicle (Criminal)	37	2,109.44
Court Costs - Felony - Other State Laws (Criminal)	96	4,709.69
Court Costs - Felony - Sex Crimes (Criminal)	2	98.00
Court Costs - Infraction - Alcohol Age Violation (Criminal)	55	13,756.25
Court Costs - Infraction - Blackfoot City Ordinances (Crim)	1	16.50
Court Costs - Infraction - Child Restraint (Criminal)	13	1,047.00
Court Costs - Infraction - County Ordinances (Criminal)	19	2,100.00
Court Costs - Infraction - Criminal Trespass (Criminal)	1	356.50
Court Costs - Infraction - Driving Without Privileges (Crim)	109	18,964.58
Court Costs - Infraction - Fish and Game (Criminal)	2	272.00
Court Costs - Infraction - Motor Vehicle (Criminal)	3443	336,365.65
Court Costs - Infraction - No/Invalid Class D License (Crim)	190	47,279.51
Court Costs - Infraction - Off Road (Criminal)	1	156.50
Court Costs - Infraction - Open Container/DV (Criminal)	13	1,326.00
Court Costs - Infraction - Other State Laws (Criminal)	45	3,632.00
Court Costs - Infraction - Overweight (Criminal)	10	733.50
Court Costs - Infraction - Seatbelt Operator Greater Than	851	8,367.97
Court Costs - Infraction - Seatbelt Operator Less Than 18	36	2,394.00
Court Costs - Misd - Aberdeen City Ordinances (Criminal)	1	157.50
Court Costs - Misd - Blackfoot City Ordinances (Criminal)	3	315.00
Court Costs - Misd - County Ordinances (Criminal)	2	315.00
Court Costs - Misd - Criminal Trespass (Criminal)	1	152.70
Court Costs - Misd - Driving Without Privileges (Criminal)	50	3,498.83
Court Costs - Misd - Drug (Criminal)	231	15,928.68
Court Costs - Misd - DUI (Criminal)	380	28,511.22
Court Costs - Misd - DV Fine(Violation of Protection Order	17	1,212.00
Court Costs - Misd - DV/SA (Criminal)	87	5,190.66
Court Costs - Misd - Fish and Game (Criminal)	18	2,038.50
Court Costs - Misd - Motor Vehicle (Criminal)	190	12,361.89



## Fee by Fee Schedule Report

IDODYPROD

Date Range: Thursday, October 1, 2020 - Thursday, September 30, 2021 Fee Schedule: CREDDDEB,CRHAND,AACIB,AACINT,AAC,ADC,ADCI

Nodes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Fee Schedule	Fee Schedule Count	Amount
Court Costs - Misd - Other State Laws (Criminal)	279	16,203.61
Court Costs - Misd - Other State Laws-Payable (Criminal)	153	12,112.20
Court Costs - Misd - Overweight-Payable (Criminal)	4	3,099.00
Court Costs - Misd - Shelley City Ordinances (Criminal)	4	91.50
Court Costs - Misd- Motor Vehicle - Payable (Criminal)	59	6,524.20
Criminal Conversion Fee Schedule (Criminal)	1835	252,809.06
Fax Fee (Miscellaneous)	1	0.50
Fine for Civil Penalty (Non-Interest Bearing) (Criminal)	7	405.50
Fine Program - Aberdeen City Ordinances (Criminal)	1	150.00
Fine Program - Blackfoot City Ordinances (Criminal)	2	350.00
Fine Program - County Ordinances (Criminal)	2	400.00
Fine Program - Criminal Trespass (Criminal)	1	300.00
Fine Program - Driving Without Privileges (Criminal)	67	6,636.91
Fine Program - Drug (Criminal)	432	54,105.71
Fine Program - DUI (Criminal)	572	74,480.93
Fine Program - DV/SA (Criminal)	69	3,994.90
Fine Program - Fish and Game (Criminal)	13	1,129.00
Fine Program - Motor Vehicle (Criminal)	208	20,512.44
Fine Program - Motor Vehicle - Payable (Criminal)	72	6,886.56
Fine Program - Motor Vehicle Overweight Fixed Fine (Crim	1	150.00
Fine Program - Other State Laws (Criminal)	345	30,644.04
Fine Program - Other State Laws-Payable (Criminal)	110	9,951.40
Fine Program - Overweight Misdemeanor (Second Offens	1	20.00
Fine Program - Shelley City Ordinances (Criminal)	4	247.50
Fine Programs - PDV Fine (Violation of Protection Order)	21	1,017.00
Fine Programs - Sex Crimes (Criminal)	6	2,022.00
Fines & Fees Refund (Criminal)	8	1,442.00
Juvenile - Restitution - Victim (Criminal)	32	7,211.89
Juvenile Community Service (Criminal)	52	478.40
Juvenile Correction Fee \$20 (Criminal)	69	1,500.00
Juvenile Pretrial Services Electronic Monitoring (Criminal)	3	286.00
Juvenile Probation (Criminal)	55	3,737.20
NSF Check Fee (Criminal)	1	20.00
Public Defender Fee (Criminal)	344	29,312.14
Restitution - Agency/Other (Ordered Prior to 7/1/20) (Crim	91	14,820.29
Restitution - Victim As of July 1, 2018 (Criminal)	120	15,215.33
Restitution - Victim Prior to July 1, 2018 (Criminal)	4	1,088.77
Restitution Victim (Criminal)	116	19,457.05
Restitution-Agency/Other - (Interest Bearing)(Prior 7/1/20)	2	194.00
SUP Monitored Probation Monthly Fee (Criminal)	1235	99,376.44
TXC Drug Court Fee (Criminal)	146	12,598.90
TXC MHC Drug Court Fee (Criminal)	9	420.00
TXC Vet Court Fee (Criminal)	3	65.00
Workmans Comp Fee (Criminal)	219	3,775.06
xOOC Probation - Ada (Criminal)	9	675.00
xOOC Probation - Bonneville (Criminal)	1	60.00



### Fee by Fee Schedule Report

IDODYPROD

Date Range: Thursday, October 1, 2020 - Thursday, September 30, 2021 Fee Schedule: CREDDEB,CRHAND,AACIB,AACINT,AAC,ADC,ADCI

Nodes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Fee Schedule	Fee Schedule Count	Amount
xOOC Probation - Tri-County (Criminal)	1	180.00
xOOC Probation - Twin Falls (Criminal)	2	142.00
zOOC Drug-Bonneville (Criminal)	36	2,437.50
zOOC Drug-Oneida (Criminal)	12	900.00
zOOC MHC-Bonneville (Criminal)	4	96.00
zOOC VET-Dist 7 All Counties (Criminal)	4	390.00
zOOC Wood Court-Bonneville (Criminal)	21	1,523.00
zOOC Young Adult Court-Bonneville (Criminal)	2	260.00
ZZZ Do Not Use TXC Wood Court 7/1/18 - 6/30/20 (Crimi	6	453.50
ZZZ Drug Court Fee Ordered Prior to FY2019 (Criminal)	7	462.21
ZZZ Drug Court Fee Ordred FY2019 - FY2020 (Criminal)	115	11,052.79
ZZZ DUI Drug Court Fee Ordered Prior to FY2019 (Crimin	1	8.16
ZZZ JV PROB Fee Ordered in FY2020 (Criminal)	1	35.00
ZZZ JV PROB Fee Ordered Prior to FY2020 (Criminal)	28	3,090.00
ZZZ MH Drug Court Fee Ordered FY2019 - FY2020 (Crim	32	1,667.50
ZZZ MISD PROB Fee Ordered Prior to FY2019 (Criminal)	78	6,490.63
ZZZ OOC Drug Court Fee 10 Ordered Prior to FY2021 (C	18	753.00
ZZZ OOC DUI Drug Court Fee 10 Ordered Prior to FY202	4	325.00
ZZZ OOC JV PROB 06 Ordered Prior to FY2021 (Crimina	1	40.00
ZZZ OOC MH Drug Court Fee 10 Ordered Prior to FY202	9	406.00
ZZZ OOC Veterans Drug Court Fee D7 Ordered Prior to F	11	719.00
ZZZ OOC Wood Court Fee 10 Ordered Prior to FY2021 (C	25	2,620.50
ZZZ OOC Young Adult 10 Ordered Prior to FY2021 (Crimi	14	833.00
<b>Total Number of Payment Transactions:</b>	<b>21189</b>	<b>1,337,118.41</b>



## Fee by Fee Schedule Report

IDODYPROD

Date Range: Thursday, October 1, 2020 - Thursday, September 30, 2021 Fee Schedule: CREDDDEB,CRHAND,AACIB,AACINT,AAC,ADC,ADCI

Nodes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Fee Schedule	Fee Schedule Count	Amount
(A) All Initial Magistrate Case Filings not in B,C,D,G,H (Civ	538	89,308.00
(A) All Initial Magistrate Case Filings not in B,C,D,G,H (Civ	170	28,220.00
(A01) Adoption (Family)	3	498.00
(A01) Adoption (Family)	6	996.00
(A02) Adoption & Termination of Rights (Family)	5	830.00
(A02) Adoption & Termination of Rights (Family)	3	498.00
(A03) Termination of Parental Rights (Family)	2	332.00
(A05) Petition for Formal Probate (Probate or Mental Hea	6	996.00
(A06) Application for Informal Probate (Probate or Mental	118	19,588.00
(A06) Application for Informal Probate (Probate or Mental	38	6,308.00
(A07) Name Change (Civil)	16	2,656.00
(A09) Child Support/Custody (Family)	13	2,158.00
(A09) Child Support/Custody (Family)	2	332.00
(A11) Paternity Action (Family)	3	498.00
(A11) Paternity Action (Family)	7	1,162.00
(A12) Unlawful Detainer / Eviction (Civil)	24	3,984.00
(A12) Unlawful Detainer / Eviction (Civil)	10	1,660.00
(A15a) Legal Separation with Minor Children (Family)	1	166.00
(A15b) Legal Separation without Minor Children (Family)	2	332.00
(A15b) Legal Separation without Minor Children (Family)	1	166.00
(AA) District Court All Initial Filings (Civil)	27	5,967.00
(AA) District Court All Initial Filings (Civil)	93	20,111.00
(B1a) Divorce With Minor Children (Family)	68	13,869.00
(B1a) Divorce With Minor Children (Family)	17	3,519.00
(B1b) Divorce Without Minor Children (Family)	28	5,796.00
(B1b) Divorce Without Minor Children (Family)	57	11,799.00
(B2a)Petn/Stip/Motn to reopen or modify div with minor ch	35	5,390.00
(B2a)Petn/Stip/Motn to Reopen/Modify Divorce w/ Minor C	13	2,002.00
(B2b)Petn/Stip/Motn to reopen/modify div without minor ch	5	770.00
(B2b)Petn/Stip/Motn- Reopen/Modify Divorcew/out Minor c	1	154.00
(C) Small Claims (Civil)	61	4,209.00
(C) Small Claims (Civil)	101	6,969.00
(D) Summary Administration of Small Estates (Probate or	5	650.00
(D) Summary Administration of Small Estates (Probate or	2	260.00
(G1a) Initial Petition Motion or Appearance Minor (Probate	3	648.00
(G1a) Initial Petition Motion or Appearance Minor (Probate	7	1,512.00
(G1b) Initial Petition Motion or Appearance Incapacitated (	1	216.00
(G1b) Intial Petition Motion or Appearance Incapacitated (I	4	682.46
(G2a) Intial Petition Motion or Appearance Minor (Probate	2	432.00
(G2b) Intial Petition Motion or Appearance Incapacitated (I	2	432.00
(G3b) Initial Petition Motion or Appearance Incapacitated (	2	432.00
(G3b) Intial Petition Motion or Appearance Incapacitated (I	10	2,160.00
(G3c) Different Parties are Petitioners of Minor (Probate or	1	262.00
(G3d) Different Parties are Petitioners of Incapacitated (Pr	1	262.00
(G4) Status Reports Guardianship (Probate or Mental Hea	58	1,575.00
(G5) Intermediate or Final Account of Conservatorship (Pr	37	2,350.00



## Fee by Fee Schedule Report

IDODYPROD

Date Range: Thursday, October 1, 2020 - Thursday, September 30, 2021 Fee Schedule: CREDDDEB,CRHAND,AACIB,AACINT,AAC,ADC,ADCII

Nodes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Fee Schedule	Fee Schedule Count	Amount
(G7) Inventories by Conservator (Probate or Mental Health)	10	375.54
(I1) Initial Appearance by Persons other than Plaintiff/Petitioner (Civil)	14	1,904.00
(I1) Initial Appearance by Persons other than Plaintiff/Petitioner (Family)	27	3,400.00
(I1) Initial Appearance by Persons other than Plaintiff/Petitioner (Probate)	6	816.00
(I1) Initial Appearance by Persons other than Plaintiff/Petitioner (Probate or Mental Health)	79	10,200.00
(I1) Initial Appearance by Persons other than Plaintiff/Petitioner (Family)	65	8,704.00
(I1) Initial Appearance by Persons other than Plaintiff/Petitioner (Probate)	21	2,856.00
(I5) Appearing after Judgment Party has not appeared (Civil)	2	282.00
(I5) Appearing after Judgment Party has not appeared (Family)	8	564.00
(I5) Appearing after Judgment Party has Not Appeared (Probate)	1	141.00
(J1a) Probate Petition for Distribution of Estate (Probate or Mental Health)	6	150.00
(J1b) Probate Demand of Notice (Probate or Mental Health)	3	27.00
(J1d) Probate Intermediate or Final Accounting (Probate or Mental Health)	3	27.00
(J2a) Trusts and Renunciations Interim or Final Acct. (Probate)	1	9.00
(K1) Order Granting Change of Venue (Civil)	10	290.00
(K1) Order Granting Change of Venue (Civil)	7	203.00
(K1) Order Granting Change of Venue (Family)	2	58.00
(K1) Order Granting Change of Venue (Family)	2	58.00
(K1) Order Granting Change of Venue (Probate or Mental Health)	1	29.00
(K2) Petition to Reopen a Case after No Activity (Family)	2	262.00
(K2) Petition to Reopen a Case after No Activity (Family)	1	131.00
(K3) Third Party Complaint (Civil)	1	14.00
(K4) Cross claim (def v. def or plaintiff v. plaintiff) (Family)	12	112.00
(K6) Renewing a Judgment (Civil)	28	812.00
(K6) Renewing a Judgment (Civil)	13	377.00
(K6) Renewing a Judgment (Family)	1	29.00
(K7) Filing a Foreign Judgment (Civil)	3	81.00
(K7) Filing a Foreign Judgment (Civil)	1	27.00
(L1) Small Claims Dept to Magistrate (Civil)	1	81.00
(L2) Appeals Magistrate Division to District Court (Civil)	1	81.00
(L2) Appeals Magistrate Division to District Court (Family)	1	81.00
(L2) Appeals Magistrate Division to District Court (Family)	1	81.00
(L2) Appeals Magistrate Division to District Court (Probate)	1	81.00
(L2) Appeals Magistrate Division to District Court (Probate)	3	324.00
(L3) Appeal or Petition for Judicial Review or Cross Appeal	1	221.00
(L4) Civil Appeal or Cross-Appeal to Supreme Court (Civil)	6	516.00
(L4) Civil Appeal or Cross-Appeal to Supreme Court (Family)	1	129.00
(L4) Civil Appeal or Cross-Appeal to Supreme Court (Family)	2	258.00
A - Court Technology Credit/Debit Card Fee (Miscellaneous)	64	192.00
A - Credit/Debit Card Fee (Criminal)	3843	11,547.00
A - Handling Fee (Criminal)	3625	7,380.00
Agency Investigative Costs (37-2732(k)) (Criminal)	1	130.20
Agency Toxicology Costs(37-2732C(g)) (Criminal)	3	388.00
Audio Media (CD/Other) Fees (Civil)	3	30.00
Audio Media (CD/Other) Fees (Criminal)	5	50.00
Audio Media (CD/Other) Fees (Family)	21	220.00



## Fee by Fee Schedule Report

IDODYPROD

Date Range: Thursday, October 1, 2020 - Thursday, September 30, 2021 Fee Schedule: CREDDDEB,CRHAND,AACIB,AACINT,AAC,ADC,ADCI

Nodes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Fee Schedule	Fee Schedule Count	Amount
Audio Media (CD/Other) Fees (Miscellaneous)	2	20.00
Audio Media (CD/Other) Fees (Probate or Mental Health)	7	70.00
BAC Refusal Fee (Civil)	4	825.00
Bond Forfeiture (FTA) (Criminal)	20	33,115.00
Certification and Seal Fee (Civil)	134	138.00
Certification and Seal Fee (Family)	14	20.00
Certification and Seal Fee (Probate or Mental Health)	88	119.00
Certification Fees (Civil)	12	13.50
Certification Fees (Criminal)	5	12.00
Certification Fees (Family)	65	73.00
Certification Fees (Miscellaneous)	18	47.00
Certification Fees (Probate or Mental Health)	13	19.00
Certified Mail Fee - Small Claim Service Only (Civil)	16	153.90
CFCS - Parent education on the needs of children (Family)	2	0.00
Clerks Record on Appeal (Civil)	8	645.90
Clerks Record on Appeal (Family)	3	215.70
Clerks Record on Appeal (Probate or Mental Health)	1	100.00
Conservatorship/Guardianship Certification Fee (Probate or Mental Health)	19	475.00
Copy Fees (Civil)	24	108.50
Copy Fees (Criminal)	24	197.50
Copy Fees (Family)	123	759.65
Copy Fees (Miscellaneous)	50	840.60
Copy Fees (Probate or Mental Health)	18	248.00
Cost of Prosecution (Criminal)	2	300.00
Court Assistance Office Fee (Civil)	8	15.75
Court Assistance Office Fee (Family)	21	155.25
Court Assistance Office Fee (Miscellaneous)	100	2,093.75
Court Costs - Felony - Drug (Criminal)	248	13,262.57
Court Costs - Felony - DUI (Criminal)	46	3,052.50
Court Costs - Felony - DV/SA (Criminal)	9	261.00
Court Costs - Felony - Motor Vehicle (Criminal)	37	2,109.44
Court Costs - Felony - Other State Laws (Criminal)	96	4,709.69
Court Costs - Felony - Sex Crimes (Criminal)	2	98.00
Court Costs - Infraction - Alcohol Age Violation (Criminal)	55	13,756.25
Court Costs - Infraction - Blackfoot City Ordinances (Criminal)	1	16.50
Court Costs - Infraction - Child Restraint (Criminal)	13	1,047.00
Court Costs - Infraction - County Ordinances (Criminal)	19	2,100.00
Court Costs - Infraction - Criminal Trespass (Criminal)	1	356.50
Court Costs - Infraction - Driving Without Privileges (Criminal)	109	18,964.58
Court Costs - Infraction - Fish and Game (Criminal)	2	272.00
Court Costs - Infraction - Motor Vehicle (Criminal)	3443	336,365.65
Court Costs - Infraction - No/Invalid Class D License (Criminal)	190	47,279.51
Court Costs - Infraction - Off Road (Criminal)	1	156.50
Court Costs - Infraction - Open Container/DV (Criminal)	13	1,326.00
Court Costs - Infraction - Other State Laws (Criminal)	45	3,632.00
Court Costs - Infraction - Overweight (Criminal)	10	733.50



## Fee by Fee Schedule Report

IDODYPROD

Date Range: Thursday, October 1, 2020 - Thursday, September 30, 2021 Fee Schedule: CREDDDEB,CRHAND,AACIB,AACINT,AAC,ADC,ADCI

Nodes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Fee Schedule	Fee Schedule Count	Amount
Court Costs - Infraction - Seatbelt Operator Greater Than	851	8,367.97
Court Costs - Infraction - Seatbelt Operator Less Than 18	36	2,394.00
Court Costs - Misd - Aberdeen City Ordinances (Criminal)	1	157.50
Court Costs - Misd - Blackfoot City Ordinances (Criminal)	3	315.00
Court Costs - Misd - County Ordinances (Criminal)	2	315.00
Court Costs - Misd - Criminal Trespass (Criminal)	1	152.70
Court Costs - Misd - Driving Without Privileges (Criminal)	50	3,498.83
Court Costs - Misd - Drug (Criminal)	231	15,928.68
Court Costs - Misd - DUI (Criminal)	380	28,511.22
Court Costs - Misd - DV Fine(Violation of Protection Order	17	1,212.00
Court Costs - Misd - DV/SA (Criminal)	87	5,190.66
Court Costs - Misd - Fish and Game (Criminal)	18	2,038.50
Court Costs - Misd - Motor Vehicle (Criminal)	190	12,361.89
Court Costs - Misd - Other State Laws (Criminal)	279	16,203.61
Court Costs - Misd - Other State Laws-Payable (Criminal)	153	12,112.20
Court Costs - Misd - Overweight-Payable (Criminal)	4	3,099.00
Court Costs - Misd - Shelley City Ordinances (Criminal)	4	91.50
Court Costs - Misd- Motor Vehicle - Payable (Criminal)	59	6,524.20
Court Technology Credit/Debit Card Fee (Civil)	28	84.00
Court Technology Credit/Debit Card Fee (Family)	234	699.90
Court Technology Credit/Debit Card Fee (Probate or Ment	33	99.00
Criminal Conversion Fee Schedule (Criminal)	1835	252,809.06
District 7 Parenting Class/Focus on Children (Family)	209	6,660.00
Family Fines & Fees Refund (Family)	1	23.00
Fax Fee (Miscellaneous)	1	0.50
Fine for Civil Penalty (Non-Interest Bearing) (Criminal)	7	405.50
Fine Program - Aberdeen City Ordinances (Criminal)	1	150.00
Fine Program - Blackfoot City Ordinances (Criminal)	2	350.00
Fine Program - County Ordinances (Criminal)	2	400.00
Fine Program - Criminal Trespass (Criminal)	1	300.00
Fine Program - Driving Without Privileges (Criminal)	67	6,636.91
Fine Program - Drug (Criminal)	432	54,105.71
Fine Program - DUI (Criminal)	572	74,480.93
Fine Program - DV/SA (Criminal)	69	3,994.90
Fine Program - Fish and Game (Criminal)	13	1,129.00
Fine Program - Motor Vehicle (Criminal)	208	20,512.44
Fine Program - Motor Vehicle - Payable (Criminal)	72	6,886.56
Fine Program - Motor Vehicle Overweight Fixed Fine (Crim	1	150.00
Fine Program - Other State Laws (Criminal)	345	30,644.04
Fine Program - Other State Laws-Payable (Criminal)	110	9,951.40
Fine Program - Overweight Misdemeanor (Second Offens	1	20.00
Fine Program - Shelley City Ordinances (Criminal)	4	247.50
Fine Programs - PDV Fine (Violation of Protection Order)	21	1,017.00
Fine Programs - Sex Crimes (Criminal)	6	2,022.00
Fines & Fees Refund (Criminal)	8	1,442.00
Issuing Execution Upon Abstract/Judgment, Filing Same (	105	210.00



### Fee by Fee Schedule Report

IDODYPROD

Date Range: Thursday, October 1, 2020 - Thursday, September 30, 2021 Fee Schedule: CREDDDEB,CRHAND,AACIB,AACINT,AAC,ADC,ADCI

Nodes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Fee Schedule	Fee Schedule Count	Amount
Juvenile - Restitution - Victim (Criminal)	32	7,211.89
Juvenile Community Service (Criminal)	52	478.40
Juvenile Correction Fee \$20 (Criminal)	69	1,500.00
Juvenile Pretrial Services Electronic Monitoring (Criminal)	3	286.00
Juvenile Probation (Criminal)	55	3,737.20
Large Envelope 10 - 25 pgs. (Family)	24	110.50
Large Envelope 10 - 25 pgs. (Probate or Mental Health)	1	4.25
Large Envelope 26-50 pgs. (Family)	2	15.10
Large Envelope 5 - 9 pgs. (Family)	97	349.60
Large Envelope 5 - 9 pgs. (Probate or Mental Health)	7	27.60
Large Envelope 5-9 pgs. (Civil)	11	29.90
NSF Check Fee (Criminal)	1	20.00
Optional - Restricted Delivery for Small Claims Service (Ci	8	53.00
Postage Fees (Civil)	1	27.80
Probate Fines & Fees Refund (Probate or Mental Health)	1	221.00
Public Defender Fee (Criminal)	344	29,312.14
Registered Mail (Civil)	4	62.00
Registered Mail (Family)	1	12.40
Restitution - Agency/Other (Ordered Prior to 7/1/20) (Crim	91	14,820.29
Restitution - Victim As of July 1, 2018 (Criminal)	120	15,215.33
Restitution - Victim Prior to July 1, 2018 (Criminal)	4	1,088.77
Restitution Victim (Criminal)	116	19,457.05
Restitution-Agency/Other - (Interest Bearing)(Prior 7/1/20)	2	194.00
Standard Envelope 1 - 4 pgs. (Family)	261	476.10
Standard Envelope 1 - 4 pgs. (Probate or Mental Health)	35	81.90
Standard Envelope 1-4 pgs. (Civil)	752	808.20
SUP Monitored Probation Monthly Fee (Criminal)	1235	99,376.44
TXC Drug Court Fee (Criminal)	146	12,598.90
TXC MHC Drug Court Fee (Criminal)	9	420.00
TXC Vet Court Fee (Criminal)	3	65.00
Workmans Comp Fee (Criminal)	219	3,775.06
Writ of Execution (Civil)	713	1,428.00
Writ of Execution (Family)	7	14.00
Writ of Execution (Probate or Mental Health)	1	2.00
xOOC Probation - Ada (Criminal)	9	675.00
xOOC Probation - Bonneville (Criminal)	1	60.00
xOOC Probation - Tri-County (Criminal)	1	180.00
xOOC Probation - Twin Falls (Criminal)	2	142.00
zOOC Drug-Bonneville (Criminal)	36	2,437.50
zOOC Drug-Oneida (Criminal)	12	900.00
zOOC MHC-Bonneville (Criminal)	4	96.00
zOOC VET-Dist 7 All Counties (Criminal)	4	390.00
zOOC Wood Court-Bonneville (Criminal)	21	1,523.00
zOOC Young Adult Court-Bonneville (Criminal)	2	260.00
ZZZ Do Not Use TXC Wood Court 7/1/18 - 6/30/20 (Crimi	6	453.50
ZZZ Drug Court Fee Ordered Prior to FY2019 (Criminal)	7	462.21



## Fee by Fee Schedule Report

IDODYPROD

Date Range: Thursday, October 1, 2020 - Thursday, September 30, 2021 Fee Schedule: CREDDDEB,CRHAND,AACIB,AACINT,AAC,ADC,ADCII

Nodes: Bingham County; Bingham County District Court; Bingham County Magistrate Court; Bingham County Juvenile Court

Fee Schedule	Fee Schedule Count	Amount
ZZZ Drug Court Fee Ordred FY2019 - FY2020 (Criminal)	115	11,052.79
ZZZ DUI Drug Court Fee Ordered Prior to FY2019 (Crimin	1	8.16
ZZZ JV PROB Fee Ordered in FY2020 (Criminal)	1	35.00
ZZZ JV PROB Fee Ordered Prior to FY2020 (Criminal)	28	3,090.00
ZZZ MH Drug Court Fee Ordered FY2019 - FY2020 (Crim	32	1,667.50
ZZZ MISD PROB Fee Ordered Prior to FY2019 (Criminal)	78	6,490.63
ZZZ OOC Drug Court Fee 10 Ordered Prior to FY2021 (Ci	18	753.00
ZZZ OOC DUI Drug Court Fee 10 Ordered Prior to FY202	4	325.00
ZZZ OOC JV PROB 06 Ordered Prior to FY2021 (Crimina	1	40.00
ZZZ OOC MH Drug Court Fee 10 Ordered Prior to FY202	9	406.00
ZZZ OOC Veterans Drug Court Fee D7 Ordered Prior to F	11	719.00
ZZZ OOC Wood Court Fee 10 Ordered Prior to FY2021 (C	25	2,620.50
ZZZ OOC Young Adult 10 Ordered Prior to FY2021 (Crimi	14	833.00
<b>Total Number of Payment Transactions:</b>	<b>26286</b>	<b>1,639,930.81</b>



# Criminal Case Filings

## 2021

Seventh Judicial District

January 1, 2021 to December 31, 2021

### District Court

County	Felony	Misdemeanor	Total Cases Filed
Bingham	274	3	277
Bonneville	676	5	681
Butte	9		9
Clark	16		16
Custer	16		16
Fremont	38		38
Jefferson	60	3	63
Lemhi	30		30
Madison	76	1	77
Teton	23		23
<b>Total Cases Filed</b>	<b>1,218</b>	<b>12</b>	<b>1,230</b>

### Magistrate Court

County	Felony	Misdemeanor	Total Cases Filed
Bingham	383	809	1,192
Bonneville	884	2,539	3,423
Butte	14	62	76
Clark	38	84	122
Custer	21	86	107
Fremont	68	448	516
Jefferson	71	825	896
Lemhi	45	191	236
Madison	116	463	579
Teton	31	221	252
<b>Total Cases Filed</b>	<b>1,671</b>	<b>5,728</b>	<b>7,399</b>

**Source:** Incoming Outgoing Report

Criminal cases, if filed in Magistrate Court and bound over, are counted once in Magistrate Court and once in District Court.

Case degree of Misdemeanor and Felony assigned by highest degree charge on case at case initiation.

*Disclaimer: Compilation of this report requires interpretation and manual data entry. As a result, this report is not a substitute for the actual source documents and the Court cannot guarantee the complete accuracy of all information contained herein.*



7th JUDICIAL DISTRICT CRIMINAL CASE FILINGS CY2020  
(1/1/2020 TO 12/31/2020)

<b>District Court</b>			
<b>County</b>	<b>Misdemeanor</b>	<b>Felony</b>	<b>Total Criminal Filings</b>
Bingham	4	220	224
Bonneville	9	504	513
Butte	0	10	10
Clark	0	12	12
Custer	2	6	8
Fremont	4	58	62
Jefferson	0	35	35
Lemhi	1	42	43
Madison	3	72	75
Teton	0	13	13
<b>Total Cases Filed</b>	<b>23</b>	<b>972</b>	<b>995</b>

<b>Magistrate Court</b>			
<b>County</b>	<b>Misdemeanor</b>	<b>Felony</b>	<b>Total Criminal Filings</b>
Bingham	896	289	1185
Bonneville	2,415	764	3179
Butte	99	20	119
Clark	74	23	97
Custer	95	11	106
Fremont	391	76	467
Jefferson	882	60	942
Lemhi	142	44	186
Madison	414	104	518
Teton	230	48	278
<b>Total Cases Filed</b>	<b>5,638</b>	<b>1,439</b>	<b>7,077</b>

Source: Inbcoming Outgoing Report

Criminal cases, if filed in Magistrate Court and bound over, are counted once in Magistrate Court and once in District Court.

Case degree of Misdemeanor and Felony assigned by highest degree charge on case at case initiation.



7TH JUDICIAL DISTRICT - CALENDAR YEAR 2021 - DISTRICT COURT CIVIL AND CRIMINAL FILINGS SUMMARY

County	District Court Criminal Filings CY2021	District Court Civil Filings CY2021	Total District Court Criminal & Civil Filings CY 2021
Bingham	274	124	398
Bonneville	676	473	1149
Butte	9	9	18
Clark	16	1	17
Custer	16	14	30
Fremont	38	38	76
Jefferson	60	70	130
Lemhi	30	23	53
Madison	76	71	147
Teton	23	49	72
<b>Total Cases Filed</b>	<b>1218</b>	<b>872</b>	<b>2090</b>

Source: Criminal Incoming & Outgoing Report CY2021

Source: Case Filing Statistics Reports - CY2021 (Includes District Court Civil Filings & Post Conviction)



7th JUDICIAL DISTRICT CRIMINAL CIVIL CASE FILINGS CY 2020  
(1/1/2020 to 12/31/2020)

District Court			Total District Court Criminal & Civil Filings 2020
County	Criminal Filings	Civil Filings	
Bingham	224	117	341
Bonneville	513	497	1010
Butte	10	7	17
Clark	12	6	18
Custer	8	14	22
Fremont	62	53	115
Jefferson	35	79	114
Lemhi	43	27	70
Madison	75	59	134
Teton	13	48	61
<b>Total Cases Filed</b>	<b>995</b>	<b>907</b>	<b>1902</b>

Source: Criminal Incoming & Outgoing Report CY2020

Source: Case Filing Statistics Reports - CY2020 (includes Initial D.Ct. Filings & Post Conviction)



**Case Filing Statistics Report**

IDODYPROD

Case Filing Date Range: 01/01/2021 to 12/31/2021

Bingham County, Bingham County District Court,

Case Category Case Type and Case Subtype	Cases Filed in Date Range	Total Cases Filed Year To Date 2021	Total Cases Filed Year To Date 2020	Case Filing Increase/Decrease	% Case Filing Increase/Decrease	Projected Year Total
<b>Civil</b>						
A- All Initial Case Filings in Magistrate (ex. B,C,D,G, H2)	715	715	814	99 -	12.2 -	715
A12- Unlawful Detainer/Eviction	35	35	48	13 -	27.1 -	35
A14- Relief From Firearms Restriction (Disability)	1	1	0	1 +		1
A4-Personal Injury or Other Claims (\$10,000 or Less)	0	0	1	1 -	100.0 -	0
A7- Name Change	15	15	15	0	0.0	15
AA- All Initial District Court Filings (Not E, F, and H1)	122	122	109	13 +	11.9 +	122
Admin. - Search Warrant	2	2	2	0	0.0	2
Admin. - Special Prosecutor	2	2	0	2 +		2
C -Small Claims	216	216	104	112 +	107.7 +	216
H1c- Post Conviction Act Proceedings (District Court)	2	2	8	6 -	75.0 -	2
H2g- BAC License Suspension	15	15	18	3 -	16.7 -	15
H2i- Fugitive Warrant	10	10	5	5 +	100.0 +	10
K7- Filing a Foreign Judgment	3	3	2	1 +	50.0 +	3
L3 - Appeal or Petition for Judicial Review or Cross Appeal	1	1	2	1 -	50.0 -	1
L3a- Water Administrative Appeals	0	0	1	1 -	100.0 -	0
<b>Total Civil</b>	<b>1,139</b>	<b>1,139</b>	<b>1,129</b>	<b>10 +</b>	<b>0.9 +</b>	<b>1139</b>
<b>Criminal</b>						
Admin. - 5B Out of County Arrests	233	233	105	128 +	121.9 +	233
Criminal	1,182	1,182	1,183	1 -	0.1 -	1182
Infraction	5,489	5,489	4,841	648 +	13.4 +	5489
Juvenile	140	140	91	49 +	53.8 +	140
<b>Total Criminal</b>	<b>7,044</b>	<b>7,044</b>	<b>6,220</b>	<b>824 +</b>	<b>13.2 +</b>	<b>7044</b>

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**Case Filing Statistics Report**

IDODYPROD

Case Filing Date Range: 01/01/2021 to 12/31/2021

Bingham County, Bingham County District Court,

Case Category Case Type and Case Subtype	Cases Filed in Date Range	Total Cases Filed Year To Date 2021	Total Cases Filed Year To Date 2020	Case Filing Increase/Decrease	% Case Filing Increase/Decrease	Projected Year Total
<b>Family</b>						
A1- Adoption	10	10	10	0	0.0	10
A11- Paternity Action	9	9	13	4 -	30.8 -	9
A15a-Legal Separation/Annulment With Minor Children	1	1	0	1 +		1
A15b-Legal Separation/Annulment Without Minor Children	4	4	1	3 +	300.0 +	4
A16- Surrogacy/Gestational Carrier	0	0	1	1 -	100.0 -	0
A2- Adoption and Termination of Parental Rights	8	8	11	3 -	27.3 -	8
A3- Termination of Parental Rights	2	2	3	1 -	33.3 -	2
A9- Child Support /Custody (Unless filed by DHW)	12	12	19	7 -	36.8 -	12
B1a- Divorce With Minor Children	69	69	82	13 -	15.9 -	69
B1b- Divorce Without Minor Children	80	80	77	3 +	3.9 +	80
H2D(i) - Civil Protection Order (I.C. 39-6304 or 39-6306A)	139	139	104	35 +	33.7 +	139
H2D(ii) - Civil Protection Order (I.C. 18-7907)	65	65	79	14 -	17.7 -	65
H2h- Child Support Proceedings Filed by DHW	85	85	87	2 -	2.3 -	85
H2K - Child Protection Act Petition	19	19	17	2 +	11.8 +	19
H4- Filing of a Custody Decree from another State	2	2	2	0	0.0	2
<b>Total Family</b>	<b>505</b>	<b>505</b>	<b>506</b>	<b>1 -</b>	<b>0.2 -</b>	<b>505</b>

91-8864



**Case Filing Statistics Report**

IDODYPROD

Case Filing Date Range: 01/01/2021 to 12/31/2021

Bingham County, Bingham County District Court,

Case Category Case Type and Case Subtype	Cases Filed in Date Range	Total Cases Filed Year To Date 2021	Total Cases Filed Year To Date 2020	Case Filing Increase/Decrease	% Case Filing Increase/Decrease	Projected Year Total
<b>Probate</b>						
A5- Petition for Formal Probate	2	2	8	6 -	75.0 -	2
A6- Application for Informal Probate	160	160	117	43 +	36.8 +	160
D- Summary Administration of Small Estates	12	12	5	7 +	140.0 +	12
G1a- Guardianship (Minor)	15	15	15	0	0.0	15
G1b- Guardianship (Incapacitated)	2	2	7	5 -	71.4 -	2
G2a- Conservatorship (Minor)	2	2	1	1 +	100.0 +	2
G2b- Conservatorship (Incapacitated)	1	1	3	2 -	66.7 -	1
G3a- Joint Petition Guard/Conserv (Minor) Same Party	1	1	3	2 -	66.7 -	1
G3b- Joint Petition Guard/Conserv (Incap) Same Party	14	14	13	1 +	7.7 +	14
G3c- Joint Petition Guard/Conserv (Minor) Different Parties	1	1	0	1 +		1
G3d- Joint Petition Guard/Conserv (Incap) Different Parties	1	1	1	0	0.0	1
H2a- Petition for Commitment of Mentally Ill Persons	159	159	190	31 -	16.3 -	159
H2c- Petition to Compromise a Minor's Claim	5	5	8	3 -	37.5 -	5
H3- Registration of Trusts and Renunciations	6	6	10	4 -	40.0 -	6
J1b - Filing of a Demand for Notice	1	1	1	0	0.0	1
<b>Total Probate</b>	<b>382</b>	<b>382</b>	<b>382</b>	<b>0</b>	<b>0.0</b>	<b>382</b>
<b>Grand Total</b>	<b>9,070</b>	<b>9,070</b>	<b>8,237</b>	<b>833 +</b>	<b>10.1 +</b>	<b>9070</b>



## Civil Case Filings for the Seventh District



*Note:* The data in this report reflect initial case filings only; modifications are not included.

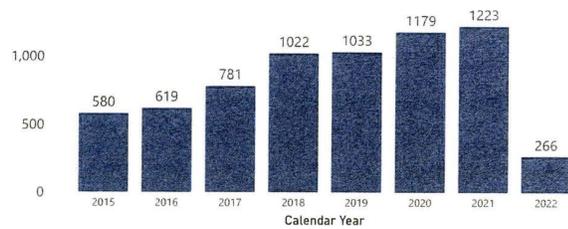
**Filings Included**

- H2D(i) - Civil Protection Order (I.C. 39-6304 or 39-6306A)
- H2D(ii) - Civil Protection Order (I.C. 18-7907)
- Petition-Civil Protection Order or to Enforce a Foreign Order

County	2015	2016	2017	2018	2019	2020	2021	2022	Total
Bingham	101	127	157	166	172	183	203	27	<b>1136</b>
Bonneville	322	294	384	588	601	696	653	165	<b>3703</b>
Butte	9	11	31	26	21	22	28	12	<b>160</b>
Clark	1	3	6	2	3	4	5		<b>24</b>
Custer	11	8	12	17	20	20	26	3	<b>117</b>
Fremont	11	26	42	24	31	29	39	11	<b>213</b>
Jefferson	50	38	41	76	69	96	78	8	<b>456</b>
Lemhi	15	9	24	34	29	40	32	5	<b>188</b>
Madison	41	71	65	65	59	64	111	27	<b>503</b>
Teton	19	32	19	24	28	25	48	8	<b>203</b>
<b>Total</b>	<b>580</b>	<b>619</b>	<b>781</b>	<b>1022</b>	<b>1033</b>	<b>1179</b>	<b>1223</b>	<b>266</b>	<b>6703</b>

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**Total Filings by Calendar Year**

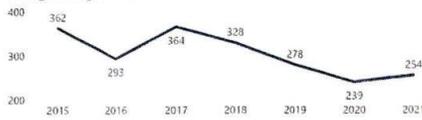




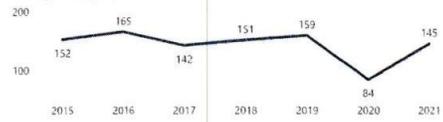
## Charges Filed In District 7 by Calendar Year



Charge Filings 18-918



Charge Filings 18-920



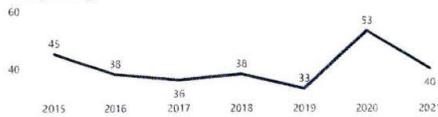
Charges Filed Under 18-918

County	2015	2016	2017	2018	2019	2020	2021	Total
Bingham	82	55	71	53	52	31	35	379
Bonneville	186	173	195	187	148	150	150	1189
Butte	3	3	1	5	5	2	1	20
Clark	1	1	1	1	1	1	1	3
Custer	6	4	5	4	5	1	5	30
Fremont	27	11	16	12	11	5	12	94
Jefferson	14	10	26	20	14	11	3	98
Lemhi	10	7	10	10	7	8	9	61
Madison	21	18	26	23	21	12	25	146
Teton	12	12	13	13	15	19	14	98
<b>Total</b>	<b>362</b>	<b>293</b>	<b>364</b>	<b>328</b>	<b>278</b>	<b>239</b>	<b>254</b>	<b>2118</b>

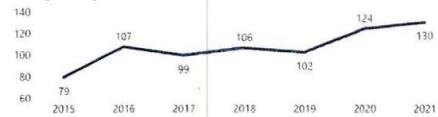
Charges Filed Under 18-920

County	2015	2016	2017	2018	2019	2020	2021	Total
Bingham	15	24	21	29	19	12	16	136
Bonneville	119	119	99	86	113	58	112	706
Butte			2	2	2			6
Clark		1			1			2
Custer			4	3	2	1	2	12
Fremont	6	2	2	6	4	1	2	23
Jefferson	2	5	2	15	5	2		31
Lemhi	5	3	5	3	3	4	3	26
Madison	3	4	5	6	5	4	6	33
Teton	2	7	2	1	5	2	4	23
<b>Total</b>	<b>152</b>	<b>165</b>	<b>142</b>	<b>151</b>	<b>159</b>	<b>84</b>	<b>145</b>	<b>998</b>

Charge Filings 18-923



Charge Filings 39-6312



Charges Filed Under 18-923

County	2015	2016	2017	2018	2019	2020	2021	Total
Bingham	6	7	5	9	10	5	8	50
Bonneville	31	18	18	16	18	32	22	155
Butte	1			1				2
Clark		1				1		2
Custer			1	3	1	1	2	8
Fremont	2		5	2		1		10
Jefferson	1	4	3	4	2		6	20
Lemhi		1				1		2
Madison	2	4	3	2	1	8	1	21
Teton	2	3	1	1	1	4	1	13
<b>Total</b>	<b>45</b>	<b>38</b>	<b>36</b>	<b>38</b>	<b>33</b>	<b>53</b>	<b>40</b>	<b>283</b>

Charges Filed Under 39-6312

County	2015	2016	2017	2018	2019	2020	2021	Total
Bingham	24	20	22	23	19	34	20	162
Bonneville	39	55	52	64	56	68	71	405
Butte		1	1	1	7	4	4	18
Clark			1		1	3		5
Custer	3		1	3	1		1	9
Fremont	4	3	2	1		1	6	17
Jefferson	7	9	8	6	9	7	10	56
Lemhi	2	2	7	3	3	4	1	22
Madison		3	4	3	4		9	23
Teton	14	1	2	2	2	3	8	30
<b>Total</b>	<b>79</b>	<b>107</b>	<b>99</b>	<b>106</b>	<b>102</b>	<b>124</b>	<b>130</b>	<b>747</b>



**District Court Fund**  
**06-55 Adult Misdemeanor Probation**  
**Shawn L. Hill – Director**  
**Elected Official – BOCC**

**Mission Statement**

It is the mission of Bingham County Probation Services to supervise, assist, and support the habilitation or rehabilitation of juvenile and adult offenders by way of evidence based or best practices with a balanced approach of accountability, competency development, community protection and restorative justice in an effort to help those individuals become better members of society.

**Program Description**

Effective July 2008, Idaho Code 31-878 makes it a county responsibility to contract for or provide Adult Misdemeanor Probation services. The Seventh Judicial District, Bingham County Magistrate Division relies on the Adult Misdemeanor Probation Department to provide risk appropriate community supervision to individuals placed on misdemeanor probation. In January 2011, the Idaho POST Academy started the Adult Misdemeanor Probation Academy which is mandatory for all Probation Officers. All of our Misdemeanor Probation Officers are POST certified. The ability for the courts to utilize probation instead of jail is not only a financial savings for the County but provides offenders with a positive reinforced pathway for remaining in the community while being held accountable by POST certified Probation Officers. The Adult Misdemeanor Probation department supervises 250-300 clients per month on average.

**FY 2022 Accomplishments**

Between January 1, 2021 and December 31, 2021 the probation departments tracked the number of probationers that live within the city limits versus the number of probationers that reside within the county boundaries. The probation departments have been tracking these numbers with about 20% of the individuals placed on probation residing within the City limits of Blackfoot.

**FY 2023 Goals and Objectives**

Goal: It is the goal of Bingham County Adult Misdemeanor Probation to effectively supervise offenders placed on misdemeanor probation while providing services in a fair, efficient and cost effective manner.

Objectives:

- Proactively supervise clients by continuing to conduct home/field/office visits in an effort to increase public safety by monitoring probation compliance and holding clients accountable.
- Continue yearly training and Probation Officer development.
- Continue to evaluate Probation Officer competence.



**Significant Changes to the FY 2023 Budget**

- There will be a few significant changes in the requested budget due to the need to increase the part-time urinalysis technicians salary line item, the need to order new body armor which will expire in November 2022, and a small increase in training funds to support the Re-Entry / Probation Simulation. There are three specific line items that will see significant changes. The first is line item 0006-54-0409-0000 Salaries - Other Personnel. Based on the advice of the Human Resource Director and Commissioners, we added additional hours to the work performed by our part-time urinalysis technicians to enhance the position and make it more attractive to current employees and new employees alike. I am requesting an additional \$6,000 in this line item. The second line item to be adjusted is 0006-54-0678-0005 Misc. This line item will need to be increased by an additional \$2,700 for new body armor for four Probation Officers. This is a one-time expense and will not be included in this line item in the preceding year's budget request, until it is time to order body armor again. The third will be 0006-54-0409-0000 Training. This line item will need to be increased by \$2,000 for a total of \$4,000 to help support the Re-Entry / Probation Simulation. We recruit volunteers from around the state when putting this training on and we generally get some help from the venue with expenses but a small increase would help ensure we can continue providing this training opportunity.

**5 year Capital Outlay**

At this time, there is nothing to include in a five year plan.

**Employees paid through this fund:**

6 Full-time

**District Court Fund**

**06-55 Juvenile Probation**

**Mission Statement**

It is the mission of Bingham County Probation Services to supervise, assist, and support the habilitation or rehabilitation of juvenile and adult offenders by way of evidence based or best practices with a balanced approach of accountability, competency development, community protection and restorative justice in an effort to help those individuals become better members of society.

**Program Description**

In July 1995, Idaho Code 20-501 was signed into law. The law created the Idaho Department of Juvenile Correction and mandated certain responsibilities to local County Juvenile Probation Departments.

Bingham County Juvenile Probation Department provides court ordered supervision and related support services to adjudicated and non-adjudicated (Diversion) offenders and their families. Juvenile Probation provides services to 60 offenders per month on average. Services provided or facilitated by the Juvenile Probation Department include: Social History Investigative Reports, intensive offender supervision, drug and alcohol education and treatment, mental health counseling, GED preparation and testing, the Short-Stop Program, the Youth Court program, diversion supervision, community service projects, electronic monitoring, home detention, shoplifting class, anger management class, NOT Program (Not on Tobacco), urinalysis drug testing, restitution monitoring and detention.

The Seventh Judicial District, Bingham County Magistrate Juvenile Division relies on the Juvenile Probation Department to provide risk appropriate community supervision to individuals placed on juvenile probation. In January 2002, the Idaho POST Academy started the Juvenile Probation Academy which is mandatory for all Probation Officers. All of our Juvenile Probation Officers are POST certified. The ability for the Juvenile Court to utilize probation instead of detention is not only a financial savings for the County but provides offenders with a positive reinforced pathway for remaining in the community while being held accountable by POST certified Probation Officers. The Juvenile Probation Department operates under the Restorative Justice and The Balanced Approach Models, as adopted by the Idaho Department of Juvenile Corrections. Restorative means that the harm done to the community and victims is restored and The Balanced Approach requires a balance between, community protection, offender accountability and competency development.

**FY 2022 Accomplishments:**

Between January 1, 2020 and December 31, 2020 the probation departments Tracked the number of probationers that live within the city limits versus the Number of probationers that reside within the county boundaries. The probation departments have been tracking these numbers with about 22% of the individuals placed on probation residing within the City limits of Blackfoot.



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## FY 2023 Goals and Objectives

1. GOAL:

It is the goal of Bingham County Juvenile Probation Department to effectively supervise offenders placed on juvenile probation or diversion while providing services in a fair, efficient and cost effective manner.

2. Objectives:

- Pro-actively supervise clients by continuing to conduct home / school / office visits in an effort to increase public safety by monitoring probation compliance and holding clients accountable;
- Continue yearly training and Probation Officer development;
- Continue to evaluate Probation Officer competence;

### Significant Changes to the FY2023 Budget:

- There will be two line items with an increase due to the purchase of new body armor for four Probation Officers and to support the Re-Entry / Probation Simulation. The first line item is 0006-55-0678-0005 Misc. This line item includes a request for an additional one-time expense of \$2,600 to cover the new body armor. This increase will not be included in the preceding year's budget requests until it is time to order body armor again. The second line item is 0006-55-0560-0000 Training. This line item will need to be increased by \$1,000 for a total of \$3,000 to help support the Re-Entry / Probation Simulation. We recruit volunteers from around the state when putting this training on and we generally get some help with expenses from the venue but a small increase would help ensure we can continue providing this training opportunity.

### 5 year Capital Outlay

At this time, there is nothing to include in a five year plan.

### Employees paid through this fund:

4 Full-time. We retired one Probation Officer but would like to maintain the salary for this position in case the juvenile caseload numbers increase significantly. If the numbers do not increase significantly, the salary for this position will be reduced in the FY2023-2024 budget.



## **Preventative Health**

**11-00**

**BOCC**

### **Program Description**

Idaho Code 31-862 states that the board of county commissioners is authorized to levy a special tax not to exceed four hundredths percent (.04%) of market value for assessment purposes of all taxable property in the county, to be expended solely and exclusively for preventative health services by county or district boards of health.

There are seven health Districts in the state, Bingham County is a member of the Southeastern Idaho Public Health District along with Bannock, Bear Lake, Butte, Caribou, Franklin, Oneida and Power County. Commissioner Manwaring serves on the Southeastern Idaho Public Health Board. \$582,727 is budgeted for the health district assessment.

The following donations are also paid for with this fund are:

Aberdeen Senior Center:	\$28,000 per year
Blackfoot Senior Center:	\$50,000 per year
Shelley Senior Center:	\$28,000 per year
Board of Guardians:	\$900 per year
Foster Grandparents:	\$700 per year
Behavioral Health	
Crisis Center	\$5,000 per year
Possible SEICCA donation to cover non-medical indigent services	



## Historical Society and Museum

12-00

Executive Director: Heather McPhie

President: Christine Pack

### Bingham County Historical Society

1. The mission of the Society is to acquire and preserve historical objects, documents, photographs, and other items, and for the dissemination of historical information and facts through meetings, programs, trips, and any other means deemed suitable.
2. The purpose of the Society shall be to provide a means whereby individuals interested in history, especially the history of Bingham County, Idaho, can meet and acquaint themselves with this information, not only for their personal gratification, but for the betterment of the community as a whole, and may more fully understand our democratic way of life and development as a county, territory and state.
3. The Society is organized exclusively for historical, educational, charitable, scientific, and literary purposes within the meaning of section 501(c)(3) of the Internal Revenue Code. Notwithstanding any other provision of these articles, the Society shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal Income Tax under section 501(c)(3) of the Internal Revenue Code.
4. As with all other organizations we have experienced a significant downturn in revenue generated through our Sustaining Membership program and contributions at the museum because of the COVID-19 pandemic.
5. Both the museum and archive are now open to the public.

### FY 2022 Accomplishments

- Digitization of our collection was able to continue despite the pandemic and now that the archive is open and able to support more staff (post pandemic), we expect that progress will continue at an accelerated pace. The archive is finally reopened to the public for both regular hours and by appointment. Our archive staff have also completed a booklet regarding the historic district on Shilling that is on the National Historic Registry. We have the booklet at the printers and are negotiating printing at this time. We intend to sell the book to the public once it is completed.
- One high school senior chose to complete his senior project through working with the Archive. His completed project will become available through the archive. We continue to encourage seniors to research and present Bingham County information for their senior projects.



- On May 7th, we were able to reopen the museum (post-COVID). We have partnered with Idaho State University to host two paid interns through the Idaho State University Career Pathways Internship Program. ISU provides the salaries for these interns, and BCCHS provides the internship supervision and experience. The museum is now open six days a week (closed Sundays) from 11 to 6pm. We are operating featuring displays. In May we were able to showcase military uniforms, and in June we are showcasing bridal dresses. The military uniform display was accomplished by inviting the public to bring items for temporary display. After displaying the items, the items were returned to their owners. This was a good opportunity for community outreach and education. We had a good community response.
- The Society continues to maintain the Bingham County Historical Society website.
- We have met with the State Technical Architect (Shannon Sardell) regarding preservation of the Bingham County Historical Museum.
- We were able to raise \$1500 to contribute to the county's \$500 contribution to remove the known asbestos from the Bingham County Historical Museum.
- Throughout the pandemic we were able to continue growing our social media presence through Facebook. We have started using Facebook as a means of identifying some of our unknown photo collections. We place the photos on Facebook and invite users to help us identify the persons in the photos. We have had a great response to this process and have been able to identify several photographs.

### **FY 2023 Goals and Objectives**

- Continue collecting and preserving the history of Bingham County and catalog the information through our Past Perfect Software. Brigham Young University Idaho has agreed to send an adjunct professor and an intern to help preserve and catalog our clothing collection. Once they complete the preservation process this summer, they will assist us in uploading the data into our Past Perfect Program. This information is currently available to the public through the archive, but we hope to eventually make it available through our website. We hope to create easier access to historical documents and photos for community members through these digitization efforts.
- Continue creating a visual presence to citizens of Bingham County through the Society's website, social media, museum, and archive.
- The State Technical Architect has agreed to submit the museum to the Idaho Heritage Trust to receive an emergency grant this summer. We are hoping that the IHT will match the \$20,000 roofing budget that the county has created. Our hope is to be a driving force in receiving these grant funds on behalf of the county to repair the museum roof.
- Continue working with the State Technical Architect's recommendations to put an appropriate floor into the study of the museum. The county has already contributed \$500 toward this project, and once the State Technical Architect has completed her recommendations, the Society intends to raise all additional funds needed for the flooring supplies and installation. At this point we are holding off on the project while the



State Technical Architect identifies the type of flooring that would be appropriate for the room to maintain its historical presence.

- Increase membership through various campaigns and social media contacts.
- Work with the county on the goal of having the museum ADA accessible.
- We are hoping that besides completing the publishing of the Shilling Historic District booklet we can complete other publications. We are hoping these publications will produce some additional income for the Society.

### **Significant changes to the FY 2023 Budget**

No significant budget changes are expected for the FY 2023 budget. However, we do expect that the \$20,000 the county has set aside for the roof of the museum may get used this summer if a grant of matching funds is able to be secured. We also want to be clear that we will still qualify to apply for the regular IHT granting program in the fall, so if we may be able to secure some extra money for any unanticipated expenses associated with the roof through the Fall IHT grant. We do suspect that our chances to receive that grant money would be better if the county had any matching funds. However, we are talking about “unanticipated” costs here, so it is difficult to say whether or not this will even come into play. We are just in the beginning stages of this project, and because the county only has provided us with a single roofing bid at this time, we are unable to make further recommendations at this point.



## **Indigent Services**

### **16-00 Indigent Services**

#### **16-01 Jail Medical**

**Laura Lora – Director**

**Elected Official – County Clerk**

#### **Mission Statement**

To provide resources and assistance to residents of Bingham County in partnership with community, state, and federal entities. We serve the constituents of Bingham County to promote the betterment of individuals and families, while being good stewards of public funds.

#### **Program Description**

Bingham County Indigent Services (BCIS) provides non-medical assistance to qualified county residents. Non medical needs such as rent, utilities, prescriptions, cremations, and property tax cancellation.

BCIS also provides assistance to county veterans. We aid veterans in applying for health benefits through the VA Health System, as well as provide guidance to those wanting to apply for benefits through the VA Benefits Administration.

BCIS works together with the Bingham County Board of Community Guardians to provide Guardianship and Conservatorship to those individuals who have been appointed by the 7<sup>th</sup> Judicial District Court.

#### **FY 2022 Accomplishments**

Our office completed scanning of all files into our Computer Arts Indigent program. Physical files were discarded and we no longer keep physical files.

As veteran service officers, we participated in various meetings throughout the fiscal year. The meetings provide valuable information of the current VA happenings. In addition, we contributed a combined 30+ hours at the Eastern Idaho State Fair Veterans booth.

#### **FY 2023 Goals and Objectives**

BCIS main goal for FY 2023 is to continue to provide assistance to our residents and veterans as well as stay knowledgeable about resources in our community.



### **Significant Changes to the FY 2022 Budget**

In April 2022, HB 735 repealed the county medically indigent and State CAT programs. As of April 1, 2022, the county will no longer receive medical assistance applications. As a result, our workload has greatly been reduced.

With the passage of this new legislation, the ability to levy goes away and thus, the entire budget. This change will cause a job restructure of both employees currently being paid out of the Indigent Fund.

In addition, the jail medical budget will need to be moved to a different budget, such as the current expense fund or justice fund.

### **5 Year Capital Outlay Plan**

Within the next five years, we may need to upgrade desk printers, scanners, and other computer accessories.

### **Employees paid through this account:**

2 Full-time



**Indigent Defense - This fund will be moving to District Court 06**

**16-03**

**Contract Public Defenders:**

**David Cannon, Jeffery Kunz, Trevor Castleton, Manuel Murdoch**

**Conflict Public Defenders: James Archibald, Jeromy Pharis, Jeremy Brown**

**1<sup>st</sup> Appearance Public Defender: Matthew Mckeown**

**Elected Official – BOCC**

**Program Description**

Idaho Code 19-849 through 19-864 guides Indigent Defense in Idaho. At this time, Bingham County has chosen to continue with the option to contract with attorneys for Indigent Defense. Legislation in 2016 allowed counties to move their public defender costs into the Indigent Services Fund for FY 2017 and forward.

Contracts for all Public Defenders was signed at \$80/hr

Contract for 1st Appearance Public Defender was signed at \$85/hr

Felony caseload is assigned to:

Manuel Murdoch and Jeffrey Kunz

Misdemeanor caseload is assigned to:

Trevor Castleton and David Cannon

Juvenile caseload is assigned to:

David Cannon

Contempt cases and mental hearings: assigned by day.

All Public Defenders may take on additional cases as assigned by the courts.

**FY 2023 Accomplishments**

Public Defenders continue to work through their caseloads that have been affected by the COVID pandemic.

Met all standards for the Public Defense Commission.



## **Parks & Recreation**

**18-00**

**R. Scott Reese – Director**

**Elected Official – BOCC**

### **Mission Statement**

The mission of Bingham County Parks & Recreation is to improve the quality of life in Bingham County by providing safe, welcoming and affordable recreation facilities for continued outdoor recreation and resource stewardship.

### **Program Description**

Bingham County Parks & Recreation maintains five different parks throughout the county. North Bingham County Park (NBCP) and Sportsman Park both provide boat ramps, shelters for large groups, walking paths, shower facilities, and overnight camping. Springfield, Moreland, and Rose Pond are also maintained by the county, as day use facilities with no overnight camping. Also, the county and city maintain a 10.5 mile greenbelt.

### **2022 Accomplishments**

- With the purchase of 2 new iPads, we were able to set up the ability to take credit and debit cards for both of our camping parks.
- The tennis court and the basketball court at North Bingham County Park were crack sealed and slurry sealed, and both restriped this year. This has been a goal for several years and was finally completed.
- We were able to re-organize our paid positions and created a new full time parks foreman that is responsible for the maintenance, care, fertilizing, repairs on irrigation systems, etc. for all the park grounds in the county. We were able to pay for the position by eliminating 3 part time positions.
- We also increased our revenue by charging out of county residents a little more, while leaving the Bingham County residents at the same rate that has existed for several years.
- All picnic tables at NBCP were reconditioned and painted.
- The 6 vaulted restrooms were updated with new door handles, toilet seats, painting and caulking.
- We once again implemented an aggressive spraying program to rid the parks of weeds and dandelions. This will be an ongoing effort to improve the overall look of the parks.
- We saw record funds collected at both NBCP and Sportsman's.
- The parks had several trees trimmed and dead ones removed.



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## Goals for FY 2023

- It is in our 5 year capital plan to have both greenbelts crack sealed and slurry sealed this year.
- We will need to purchase at least one new mower this year, to keep up on reducing maintenance costs and keep our lawn mowers under factory warranty.
- We will continue to work with the spaying efforts in all five parks. We will continue to be proactive in tree trimming and pruning.
- The parks will see improvements in meeting the needs of the disabled. We need to update the restrooms to include new paint, fixtures, deep cleaning, and lighting.
- The electrical services at Sportsman's Park will need to be upgraded to accommodate the bigger RV's using the park and keeping up with the power usage.
- We need to replace the parking lot barrier fencing at Moreland Park, along with installing a new underground automatic sprinkler system which will reduce costs and save on the water.
- Finally, we will continually strive to meet and exceed our customer's expectations.

## 5 Year Capital Outlay

- Seal coat NBCP
- Pave upper loop of campground at Sportsman's Park
- Seal coat and stripe Sportsman's parking lot and walking path
- Expand RV Park at NBCP
- Future plans for a dog park
- New mowers
- Purchase a leaf vacuum.
- Weed eaters / leaf blowers / edger's
- New trailer capable of hauling mower & equipment to & from parks

## Employees paid through this fund:

### Presently:

3 Full-time (Assistant and 2 Park Managers)

4 Part-time

### Proposed:

2 Full-time (1-(Assistant and 1 Assistant Park Director)

6 Part-time



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**Assessor's Office**  
**Revaluation – Reappraisal 20-00**  
**Donavan Harrington – Assessor**

**Mission Statement**

The primary mission of the reappraisal department is the uniform assessment of property in Bingham County for tax purposes and to carry out that assignment within the parameters set forth by Idaho Code and the rules of the Idaho State Tax Commission.

**Program Description**

- A. Appraisers in this department assess all property within Bingham County using appraisal cost manuals and current sales data and depreciation tables to arrive at a fair market value of the property for tax purposes.
- B. Carry on a 5 year appraisal program in which every property in Bingham County is physically reappraised at least once within that 5 year cycle, or in other words, 20% of the parcels in the county must be reappraised annually.
- C. Monitor all available sales data within the county of various types of property using sales data formulas (ration studies) to determine if all categories of properties are in compliance with Idaho State Tax Commission guidelines.
- D. Meet with property owners on an annual basis, or as requested, to discuss issues relating to the market value of their property.
- E. Attend all board of equalization hearings to defend appraisals before the board.
- F. Attend all state board of tax appeals hearings and defend appraisals before that board.

**FY 2022 Accomplishments**

- A. This past fiscal year saw the completion of the 5 year plan. All of the Commercial and Residential Properties in Bingham County have been reviewed by our revaluation appraisers and the commercial appraiser Gary Shewey.
- B. Ranges 38, 39, 40 & 41 were re-appraised or value changed for the year 2022 as part of the continuing 5 year plan. Our team looked at all Residential & Mobile Homes. When the State Tax Commission came in for the first review of sales to market, we learned that our Residential Home values were nearly at 85% of sales value. We then trended residential land values throughout all of Bingham County including the cities of Blackfoot, Shelley, Aberdeen and Firth. Land values in Aberdeen were raised 20%, Blackfoot was raised 10%, Firth was raised 25% and Shelley was raised 25%. This brought all of the land values to fair market value.

The follow-up review by the Idaho Tax Commission found us to be about 87% of sales values. All residential improvements throughout the county were next trended and the



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following value changes are as follows... Aberdeen values 15%, Blackfoot 6%, Shelley 25% and other small towns 15%. The final follow up found the County to be in compliance with values at about 92% of sales value.

- C. We next learned from the State Tax Commission that our Category 5 dry grazing land was out of compliance. Values as low as \$6.00 per acre were discovered and with the help of our State Tax Commission Consulting Appraiser Matt Vigil it was agreed that the dry grazing needed to change for fiscal year 2022 year end as well. Our over all Agricultural Land Category 05 Dry Grazing was increased to \$65.00 average value.
- D. With the increases mentioned above the County taxable value was increased from \$3.4 Billion to an estimated \$4.3 Billion this fiscal year.
- E. The County Clerk, County Treasure and I have made it a point this spring to visit with each of the cities in Bingham County to present to the local City Councils the estimated value that is going to be added to their tax rolls and the need for these council members to reduce; if possible; their prospective levies for the coming year. We are hopeful that these visits have been informative and helpful to the local city councils.
- F. We have presented to the State Tax Commission our new 5 year plan moving forward this current year. This plan has been accepted by the Tax Commission.
- G. We have kept our appeals to the BOE at a minimum, in 2021 there were less than 4 residential and one commercial property owner appealing their values.
- H. Ratio studies for 2021-22 show that we are now in compliance with Idaho Code and State Tax Commission Guidelines in all areas. Our ratio studies show that we have kept an acceptable assessment level showing little or no bias to different types of properties. This assures that taxes are more equitably spread across the properties in the county.
- I. I believe with the younger staff and the amount of years of appraisal experience, we have shown a high level of competence in the appraisal process as well as dealing with the property owners and their assessment concerns. We have two new appraisers in the revaluation office and they are being trained to excel in the many areas of reappraisal within our County.
- J. Our commercial appraisals are contracted out to maintain the level of expertise needed to appraise those types of properties.
- K. With the increase in property values, this past year, we anticipate there will be more interest from the public concerning their increased assessments. We will do our best to



help the public understand the housing market better and defend our current assessments to assure equity across the County.

### FY 2023 Goals

- A. Our goals will continue to build upon the accomplishments we have achieved in the past year as well as many of the previous years. We will do our best to make sure the property owner is taken care of in a courteous manner and they can leave our office feeling confident that the value they have on their property is not out of line with comparable properties in Bingham County.
- B. In 2023 we will embark on our first of a five year reappraisal cycle. It will be our goal to meet our reappraisal projections for 2023 and show that we are in compliance with our plan submitted to the state tax commission. Part of this 5 year plan includes the need to add one additional staff member to the revaluation team during this next fiscal budget year. For that reason additional payroll will be needed as well as additional education dollars to training.
- C. Part of the presentation of the 5 year plan was a notation by the Tax Commission that our office could and should hire an additional staff member in revaluation. Idaho Code 31-3107 states the following....

31-3107. DEPUTIES AND ASSISTANTS – APPOINTMENT AND COMPENSATION. The sheriff, the assessor, the treasurer and ex officio tax collector and the clerk of the district court and ex officio auditor and recorder shall be empowered by the board of county commissioners to appoint such deputies and clerical assistants as the business of their offices may require, and deputies to receive such remuneration as may be fixed by said board of county commissioners, which remuneration shall be paid monthly in the same manner as the salaries of the county officers are paid.

- D. We will do our best to limit board of equalization hearings but if we must have a hearing we will submit clear and substantiated evidence to defend our values.

### 5 year Capital Outlay

We received a new leased vehicle in the reappraisal department last year. We now have four good vehicles to handle the work required in the office.

New Leased 2020 Toyota RAV

2016 Jeep

2011 Toyota Rav

1996 Jeep



I am not sure of the direction the County is going to proceed in the leased vehicle category. Our Vehicles right now are in pretty good condition but if some need to be replaced to fall in line with the Counties fleet program goals, we would welcome that also.

The 2023 budget needs to show an increase for the two new certified appraisers that will become certified this year. They will need to move to a level 19 on the 40 hr work schedule. We will also need to increase our A budget to reflect the hiring of a new revaluation team member during the 2022-23 budget year.

I know of no other items in the 2023 budget that should raise any concerns.

**Employees paid through this account:**

- 1 Senior Appraiser Supervisor / Chief Deputy
- 4 Full-time appraisers / 2 Certified and two in training
- 1 Additional Revaluation team member not yet hired



## **Assessor's Office**

### **GIS - Mapping - Surveyor 20-01**

#### **Donavan Harrington – Assessor**

This fund was newly created for FY 2019. With the increased use of GIS (geographic information systems), expenditures from three different funds – Assessor's, Revaluation, and Rural Addressing were moved to this new fund. The GIS/Surveyor and GIS/Admin-Supervisor position salaries were moved to this fund.

#### **FY 2022 Accomplishments**

- The Joint purchase of a Drone with County Road & Bridge and Solid Waste in 2021 has been a very effective tool for flying over spots otherwise not accessible. It has also allowed our Surveyor to complete field tasks in a shorter period of time while out in the field.
- Our County Surveyor took a position in another county this past year and that left us with an opening in the GIS -Mapping-Surveyor department. The job was posted and a replacement was found in the P & Z Office. We are grateful for the service this position offers to the County.
- Continued upgrades to the County GIS Mapping system have been ongoing and maintained with additional mapping and information requests by local public and governmental districts. Requests for various layers in order to determine boundaries for taxing districts have been met throughout the year.
- Additional layers have been added to the GIS Mapping as requested and the program has proven useful for many public and private entities.
- We are now at the point the Agricultural soil classification mapping can be utilized on the GIS system for internal use.
- We have taken on the additional responsibility to assist Panning and Zoning identify and track building rights from original parcels. As this process continues it should help enable the P & Z to more effectively look at parcels and determine for the citizens as to whether or not the parcel has building rights associated with it.

#### **2023 Goals**



We will continue to improve our GIS system so as to provide a quality product for the County and to the general public.

**5 year capital outlay**

I see no huge expenditures that need to be made this coming year other than the regular cost of maintenance and improvement of the GIS system.

We did have a lease on the Surveyors pickup last year but turned that lease back. It was learned that the Commissioners were obtaining a newer leased vehicle and the Surveyor asked for and acquired the older Chevy Pick-up from the commissioners .

**Employees paid through this account:**

1 Full-time Surveyor

1 Full-time Mapping Specialist



## **Solid Waste**

**23-70**

**Derrick Going – Supervisor**

**Dusty Whited – Public Works Director**

**Elected Official – BOCC**

### **Mission Statement:**

To manage Bingham County's current and long-term solid waste disposal needs in an environmentally responsible and cost-effective manner, providing essential government services with priority on public safety, while reducing reliance on landfills by implementing waste reduction, reuse, and recycling strategies.

### **Program Description:**

The Bingham County Solid Waste program consists of the Mooreland Central Transfer Station, Rattlesnake Transfer/Landfill and the Aberdeen Transfer/Landfill.

The purpose of the Solid Waste program is to receive the Municipal Solid Waste (MSW), Construction & Demolition (C&D) and Composting materials generated within Bingham County and process it to be either buried in the Rattlesnake or Aberdeen landfills or transported to the landfill in Bannock County.

### **2022 Accomplishments:**

- Maintained compliance with all Federal and State Regulations.
- Operated within our assigned budget.
- Purchased one new IMCO refuse trailer.
- Purchased used semi truck and sweeper for CTS.
- Changed CTS operational hours and new winter hours in Aberdeen.
- Purchased a used loader from Road and Bridge and traded off the old one.
- Installed new solid rubber tires on the used loader at Rattlesnake.
- Added Keller Associates Landfill Planning Study for both the Aberdeen and Rattlesnake sites.
- Purchased a used water truck for CTS and moved the smaller one to the Rattlesnake Site.
- Added camera system to the Aberdeen scalehouses.



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- Replace old lights in the CTS shop with new more energy efficient ones.
  - Updated the Operation Plans for CTS and the Aberdeen site.
  - Rebuild the Aberdeen compactor engine.
  - Added third party closure costs to the Rattlesnake and Fielding sites.
  - Add concrete slabs at CTS to support loaded trailers.
  - Repair bad spots in CTS yard.

### **FY 2023 Goals and Objectives**

- 1) Recycle 10% of all material.
- 2) Operate within our annual budget.
- 3) Maintain 100% Compliance with all State and Federal Regulations.
- 4) Update older equipment with newer, more efficient and reliable equipment.
- 5) Purchase a new IMCO trailer and trade in the oldest one.
- 6) Purchase of a used dump truck from Road and Bridge.
- 7) Replace the Bultrite machine with a leased Caterpillar Mini-X.
- 8) Add steps to the East side of the CTS building.
- 9) Purchase a new pickup plow for Rattlesnake.
- 10) Add a part time scale attendant position.
- 11) Swap floor on older refuse trailer.

### **5 year Capital Outlay**

- 1) Purchase one new IMCO trailer and trade in an older one.
- 2) Swap refuse trailer floor.
- 3) Add new waste bins.
- 4) Dirt work on existing C&D cell at Rattlesnake.
- 5) Seal CTS parking lot.
- 6) Ongoing Landfill Planning Study, Keller Associates.

### **Employees paid through this fund:**

- 1 Full-time supervisor
- 13 Full-time employees



## **Veterans Memorial**

**25-00**

### **Elected Official – BOCC**

#### **Program Description**

Funds from this budget were used to help with the creation and maintenance of Patriot Field. This public park is located across from the courthouse and is a place of reflection and tribute to the veterans of Bingham County. The budget will be maintained in FY 2023 at \$5,000. This will cover the Idaho Power bill for lighting and the City of Blackfoot utility charges for water. Also any associated charges with maintenance and repair of the park.

#### **FY 2022 Accomplishments**

- Maintenance and grounds were kept in excellent condition to encourage citizens to enjoy the memorial.

#### **FY 2023 Goals**

- Continue adding names, stories and photos to the Patriot Field Memorial Website [www.patriotfieldmemorial.com](http://www.patriotfieldmemorial.com).



## **Weed Fund**

**27-60**

### **Noxious Weed Department**

**Kraig Edwards – Superintendent**

**Dusty Whited – Public Works Director**

**Elected Official – BOCC**

#### **Mission Statement**

To be effective in managing and controlling noxious weeds throughout the county in order to preserve our local resources in accordance with the Idaho Noxious Weed Law. We will promote these efforts by utilizing integrated weed management practices consisting of education, prevention, mechanical, biological, cultural, and chemical control.

#### **Program Description**

- Manage the county's roadside vegetation in order to protect the integrity of the roads, assist in stopping the spread of noxious weeds, and reduce environmental hazards
- Administer the Idaho State Noxious Weed Law
- Chemically treat about 1200 miles of roadway (658 Paved, 536 Gravel) at least twice a year, more if necessary
- Mow all paved roads at least twice a year and any additional gravel roads believed to be vital
- Chemically treat county properties such as shop yards, landfills and gravel pits on an as needed basis
- Conduct education and outreach activities and support similar local activities

#### **FY 2022 Accomplishments**

- Performed targeted herbicide applications and mowing operations throughout the county, multiple times as needed
- Continue lease of 2 new Tractors & Mowers to maintain road edges
- Attended Continuous Training & Recertification Meetings to keep our licensed applicators up-to-date and current on herbicide use and safety

#### **FY 2023 Goals & Objectives**

- Spot spray all roadsides with targeted treatments using different chemicals. Spray County properties where needed
- Educate Public About Noxious Weeds and Landowners responsibilities
- Maintain Equipment and update
- Apply for ISDA Cost Share funds.



**5 year Capital Outlay Plan**

- Continue lease payments of 2 Massey Ferguson tractors
- Update a mowing deck
- Update 1 Spray Truck
- Update 21 year old John Deere Mower Tractor
- Update Portable Air Compressor

**Employees paid through this fund:**

2 Full-time

4 Part-time



**28-00**

**911 Emergency Communication**

**Elected Official – Sheriff**

**Program Description**

Supports the operating expenses for the Bingham County Dispatch Center with the exception of the 11 dispatch operators who are paid from the 05-05 Sheriff Dispatch.

All equipment, line charges, ILETS, and grants are budgeted through this fund.

**Employees paid through this fund:**

1 Full-time dispatch supervisor



## Payment in Lieu of Taxes (PILT)

50-00

### Elected Official – BOCC

#### Program Description

“Payments in Lieu of Taxes” (PILT) are Federal payments to local governments that help offset losses in property taxes due to non-taxable Federal lands within their boundaries. The original law is Public Law 94-565, dated October 20, 1976. This law was rewritten and amended by Public Law 97-258 on September 13, 1982 and codified at Chapter 69, Title 31 of the United States Code. The law recognizes the inability of local governments to collect property taxes on Federally-owned land can create a financial impact. The formula used to compute the payments is contained in the PILT Act and is based on population, receipt sharing payments, and the amount of Federal land within an affected county. PILT payments are in addition to other Federal revenues (such as oil and gas leasing, livestock grazing, and timber harvesting) the Federal Government transfers to states.

PILT Received FY21	% of PILT Land	PILT Entitlement Acres	PILT Amount per acre
\$862,000	22.4%	300,700	2.87

#### FY 2022 Accomplishments

PILT money was used to pay or help pay for the following in 2022:

- Public Works Shop completion \$142,840
- Cloud Seeding \$ 3,381
- Henry’s Fork RFPA \$ 1,250
- Twisted Technology fiber assistance \$ 2,595

#### FY 2023 Goal and Objectives

\$50,000 dedicated to county match for new Snake River Bridge.

Assist with jail remodel.



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**Drug Court (Treatment Court)****54-00****Cody Lewis Coordinator****Elected Official – BOCC****Mission Statement**

*The Bingham County Treatment Courts reduce crime rates for alcohol and drug offenses in Bingham County by providing community protection with cost effective, integrated care. This program supports offenders in achieving long-term recovery and empowers participants to become law-abiding citizens, successful family members, and contributors to the community.*

**Program Description**

Bingham County Treatment Courts (BCTC) programs are innovative alternatives to incarceration with emphasis on accountability and motivation to change. Treatment Courts intervene in the traditional methods of the criminal justice system and provide an opportunity to avoid jail or prison and receive treatment services designed to promote education and change. This is achieved by placing clients in a new type of courtroom environment, coordinating treatment and counseling, and scheduling regular appearances before a judge. Clients are taught proven methods to live a successful and sober lifestyle. Substance abuse is not simply a law enforcement or criminal justice issue, it is a significant and prominent public health issue. Treatment Court programs rely on the courts, specifically the judge, to fill a role that goes beyond that of adjudication. These programs promote education, motivation, and a positive productive lifestyle.

BCTC operates based on the 10 key components benchmarked by the National Association of Drug Court Professionals. These essential guidelines establish the foundation of policies and operating procedures for the department. The BCTC programs follow a statewide Treatment Court model established in Idaho designed to target non-violent substance abusers, who without these courts, would be bound for state prison, county jail, or subject to other sentences.

**FY 2022 Accomplishments**

- *Increase funding resources from the state totaling \$7,000.*  
The Coordinator position is jointly funded by the State of Idaho and Bingham County. The State contributed an additional \$7,000 of funding as a permanent increase to their annual contribution. This additional funding source will allow Bingham County to stay competitive in wages with other county department heads and regional treatment court coordinators.
- *Negotiated and problem solved felony drug testing issue.*  
During this fiscal year felony probation was unable to continue drug testing clients who were in the Felony Drug Court program. As coordinator, I was able to successfully seek



out and negotiate a solution utilizing other drug testing resources within the county. During these negotiations, I collaborated with Human Resources, the Prosecutor's Office, Misdemeanor Probation and the County Commissioners. This came at no additional cost to the County.

- *Increase of Treatment Court Team attendance.*

It's critical that all of our team participate in the staffing and court hearing process. This year we had a significant increase by gaining consistent participation from defense and prosecuting attorneys as well as law enforcement. This shift is the result of several years of building relationships with these offices. In addition to weekly meeting attendance, 100% of the interdisciplinary teams for felony and misdemeanor programs completed statewide training.

- *Identified funds to help with the increased cost of the annual National Drug Court conference.*

The current acting sheriff has agreed to support training efforts and increased costs from the Acquisition of Drug Related Asset Forfeiture fund.

- *Decreased prison expenses for the state of Idaho by over \$1 million.*

As these programs are prison diversion programs, each participant significantly reduces the financial burden that the state must carry to pay for incarceration. Annual costs for incarceration in the state of Idaho are approximately \$25,000 per inmate.

- *Continued to decrease costs for Bingham County.*

Treatment Courts continue to reduce days spent in Bingham County custody by program participants, averaging a reduction of 180 days per misdemeanor client. This reduction of jail time results in a countywide savings of over \$400,000 for misdemeanor Drug Court participants.

### **FY 2023 Goals and Objectives**

- Continue to fulfill the Bingham County Treatment Courts Program mission statement
- Increase number of Misdemeanor Treatment Court participants by at least 10%
- Provide more opportunities team members to attend the annual National Drug Court Conference
- Adjust department pay to be in alignment with other regional coordinator positions

### **Significant Changes to the FY 2023 budget**

- Increase Travel and Training line item from \$3,000 to \$8,000. Travel and Training costs have increased significantly over the last year and it would be more advantageous to send at least two team members per year to a National Conference training.



- Increase coordinator salary with the funds provided by the State of Idaho for coordinator salary.

**5 year Capital Outlay Plan**

- Update computer in 2024

**Employees paid through this fund:**

1 Full-time