

JEROME COUNTY COMMISSIONERS

Monday, January 6, 2020

PRESENT: Charles Howell, Chairman
Ben Crouch, Vice Chairman
John Crozier, Commissioner
Jane White, Deputy Clerk

Meeting convened at 9 A.M.

COMMISSIONER REPORTS

Commissioner Crouch told the Board he had reviewed 2019 County activities for a radio interview.

Commissioner Howell reported he had spoken with the sheriff regarding the Office of Emergency Management. He had also consulted Mark Doerr of Precision Aviation, who said his business at the Jerome Airport is thriving and that he is contemplating building another hangar at the Airport.

Commissioner Howell informed the Board that Brett Reid had agreed to terms of employment as the new director of the regional communications center (SIRCOMM), beginning January 13.

QUARTERLY JAIL INSPECTION

Commissioner Crouch had performed the Commissioners' quarterly jail inspection.

COMMITTEE ASSIGNMENTS

The Commissioners reviewed their committee assignments and determined to attend the same meetings in 2020 because they had not attended some of them very many times.

INFORMATIONAL SIGN FOR THE SHERIFF'S OFFICE

Commissioner Howell suggested purchasing an electronic sign designating the sheriff's office so that residents could see easily where to purchase driver's licenses. The Board agreed to a sign that would run perpendicular to Tiger Drive.

- It was determined to ask the maintenance supervisor to obtain a quote for a sign.

APPROVE TIME RECORDS

The Board signed Time Records for Cody Cantrell, Brent Culbertson, Deserae Jones, Nancy Marshall, and Mario Umana.

BUSINESS AND/OR ADMINISTRATIVE MATTERS

Commissioner Howell signed Catering Permits for the South Hills Bar & Grill, Hansen, for January 11, 2020, and January 18, 2020, both from 5 P.M. - 12 A.M. at the Risk Barn.

The Board signed leave requests for Brent Culbertson and Deserae Jones.

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The Board signed a Claims Approval Report dated January 3, 2020, for the Insurance Deductible Trust Fund, with a grand total of \$571.93.

STEVE HINES—EXTENSION OFFICE REPORT

Extension Educator Steve Hines was present.

Steve Hines read from a written report from his office, covering the months of November and December. It included his activities as County chair and ag educator for the University of Idaho as well as the efforts of Gretchen Manker as nutrition and health educator, Tina Miller as 4-H coordinator, and Celia Villacana as community nutrition advisor.

Hines explained accepting a \$100,000 grant to develop a survey regarding cover crops.

Commissioner Crozier asked about the possibility of integrating the Juntos 4-H program with other 4-H programs to avoid the polarization of youth. Hines advised that Gretchen Manker could provide more information about the Juntos program for Latinx students.

LARRY HALL—JEROME 20/20 QUARTERLY REPORT

Larry Hall, as executive director of Jerome 20/20, was not able to be present because of illness. He was rescheduled for January 21.

GARY WARR—PARK PROPERTY IN THE SNAKE RIVER CANYON

Gary Warr, director of the Jerome Recreation District, was present. Also present were Don Zuck, Mike Tylka, and Kellee Traugher, all representing the Snake River Canyons Park Managing Board.

Gary Warr asked the Commissioners if the County would be interested in purchasing property in the Snake River Canyon between Yingst Grade and Scott's Pond. He passed out a map to the Commissioners, showing the location of the 20-acre tract between two parcels of Idaho Department of Fish & Game land.

The Commissioners expressed interest in possibly cooperating with the Recreation District to obtain the land in order to preserve it as a recreation zone.

➤ It was determined that the Commissioners would obtain more information on access to the property and that Warr would consult Fish & Game as well as present the purchase possibility to the recreation district board of directors.

Don Zuck reported he had located four survey caps in the Snake River Canyons Park and would speak with Bureau of Land Management and Idaho Transportation Department representatives that day in preparation for erecting an arbor in the Park.

CY LOOTENS—RESOLUTION TO DESTROY CERTAIN ELECTION RECORDS

Cy Lootens, deputy clerk and elections specialist, was present.

Cy Lootens explained that State code allows destroying certain election records after a period of time and presented a resolution to do so.

❖ A Motion was made by Commissioner Crouch to approve Resolution 2020-1 for the auditor's office to destroy old election records. It was seconded and carried with unanimous ayes.

RESOLUTION 2020-1

AUDITOR'S OFFICE—DESTRUCTION OF ELECTION RECORDS

WHEREAS, the Jerome County Commissioners having received a request from County Clerk Michelle Emerson to destroy certain records pursuant to Idaho Code 31-871; and

WHEREAS, the following documents are requested to be destroyed or transferred to the Idaho State Archives as follows:

Voted Ballots March 2016
Unvoted Ballots November 2017
Unvoted Ballots May 2018
Voted Ballots November 2018
Unvoted Ballots March 2019
Unvoted Ballots November 2019

WHEREAS, proper administration of Jerome County government requires that old records and documents are periodically cleaned out and destroyed; and

WHEREAS, Idaho Code Section 31-871 does allow for classification, retention, and destruction of County records and documents; and

WHEREAS, the records listed in this request are classified as temporary records, and therefore need not be retained after a period of one (1), two (2), and five (5) years per Idaho Code Section 34-217 (2) and (3); and

WHEREAS, written notice has been given to the Idaho State Archives, and they DO NOT want any of the above-listed documents per notification to the Clerk; and

THEREFORE, BE IT RESOLVED by the Board of County Commissioners for Jerome County, State of Idaho, that the afore-mentioned records, documents, and instruments be destroyed.

DATED this 6th day of January 2020

ATTEST:

/s/ Cyrel Lootens
Michelle Emerson, Clerk

(S E A L)

/s/ Charles M. Howell
Charles M. Howell, Chairman

/s/ A. Ben Crouch
A. Ben Crouch, Vice Chairman

/s/ John Crozier
John Crozier, Commissioner

Meeting recessed at 11:40 A.M.
Meeting reconvened at 1:20 P.M.

REVIEW EMPLOYEE MANUAL

The Board read aloud from the Employee & Supervisor Manual, beginning on Page 69, “General Disciplining Procedures,” to Page 70, “Disciplinary Action Necessary.”

TIM LARSON—AIRPORTS REPORT

Airports Manager Tim Larson and Attorney Mike Seib were present.

Report: Tim Larson reported he and his assistant had plowed snow at the Jerome Airport for six hours the previous Sunday. He informed the Board he had found a company in Utah that would submit a quote for a fuel island cover.

Larson said he had determined that the generator at the Airport had been tied only to the former terminal.

➤ The Board asked Larson to have the Airport Advisory Board address whether it would like the generator tied to the new terminal.

Larson said payments for only four hangar leases out of 23 were still outstanding.

➤ The Commissioners requested that he send additional bills that week for the outstanding lease payments.

Larson said he had not worked on cleaning out the green storage shed the previous week but that he had learned that other airports sometimes hold drag races on their runways.

➤ He said he would consult the airports consultant and also the Federal Aviation Administration about allowing such races on the Jerome Airport.

❖ **Executive Session:** 1:41 P.M. - A Motion was made by Commissioner Howell to go into executive session per Idaho Code Section 74-206(1)(b), personnel. It was seconded and carried with a unanimous roll call vote.

2:27 P.M. - Return to open session.

MIKE SEIB—LEGAL COUNSEL

Attorney Mike Seib was present.

The Commissioners discussed Eden’s Area of City Impact with Mike Seib.

Tax Exemptions in an Urban Renewal District: Seib counseled that the Board could grant tax exemptions for property in an urban renewal district. He cautioned to consult representatives of the district as well as the city in which the property was located to avoid granting double exemptions.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Crouch to approve the minutes of December 30 as read. It was seconded and carried with unanimous ayes.

INDIGENT MATTERS

❖ A Motion was made by Commissioner Crozier to follow staff recommendations regarding indigent matters. It was seconded and carried with unanimous ayes. Denied were Case Nos. 1920-011; 1920-001; and 1213-032; dismissed was Case No. 1819-078.

Meeting adjourned at 3:40 P.M.

Respectively submitted:

Jane White, Deputy Clerk

Charles M. Howell, Chairman

A. Ben Crouch, Vice Chairman

John Crozier, Commissioner