

JEROME COUNTY COMMISSIONERS

Monday, June 3, 2019

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

Meeting convened at 9:05 A.M.

COMMISSIONER REPORTS

Commissioner Crozier reported from a Fair Board meeting with an executive session regarding personnel. He told the Board if directors succeed in replacing the junior rodeo with a qualifying rodeo for the Junior Rodeo Association that it will be the only such rodeo in the State. He had checked the Fairgrounds after an event there Saturday night and said all was quiet after 10 P.M.

Commissioner Crozier had attended a Jerome school district board meeting and learned that a citizens advisory council would study the acquisition of property in anticipation of the need to build another school.

Commissioner Crouch reported directors of the Snake River Juvenile Detention Center had determined to meet at least three times a year.

9:13 A.M. - Commissioner Howell was present.

Commissioner Crouch asked if the County would be interested in donating to Joe Mama's Car Show, and the matter was added to the June 10 agenda.

Commissioner Howell reported SIRCOMM (emergency communications) board directors had hired a deputy director and would meet that day about hiring a consultant.

Commissioner Howell said directors of the Southern Idaho Regional Solid Waste District had discussed fees and how much to assess each of the seven participating counties. They had also approved the establishment of a gun range for the sheriff's department at the Jerome transfer station.

Commissioner Howell told the Board he had approved a claim the previous Friday for payment to the party completing fence repair at the Jerome Airport.

SIGN AIRPORT LEASE

The Board was in receipt of a lease agreement for hangar space at the Hazelton Airport.

❖ A Motion was made by Commissioner Crozier to transfer a lease at the Hazelton Airport from George Parker to Christopher Trinkle. It was seconded, followed by discussion that the Board would consult its legal counsel about the status of County lease forms, and carried with unanimous ayes.

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SIGN CENSUS REGISTRATION FORM

❖ A Motion was made by Commissioner Crozier to approve a Census Registration form to be signed by Commissioner Howell. It was seconded and carried with unanimous ayes.

BUSINESS AND/OR ADMINISTRATIVE MATTERS

The Board signed Retail Alcoholic Beverage Licenses to the following: Hotel Developers-Jerome, LLC, dba Comfort Inn & Suites, Jerome; Pilot Travel Centers, LLC, dba Pilot Travel Center #640, Jerome; Valley Wide Cooperation dba Valley Country Store, Jerome; Valley Wide Cooperative dba Valley Country Store, Jerome; and Bob L. Watts dba Jerome Bowl, Jerome.

Commissioner Howell signed a Catering Permit for the South Hills Bar & Grill, LLC, Hansen, to be used June 8, 2019, from 2 P.M.-12:30 A.M. at the Risk Barn.

The Board signed an Employee Wage Change form for Sam Paytosh as a re-hire for Fairgrounds seasonal help.

The Board signed a Direct Deposit Detail with a grand total of \$122,257.16 and a Payroll Claims Approval By Fund with a grand total of \$248,068.96, both dated May 29, 2019, for the May 12, 2019, through May 25, 2019, payroll period.

The Board signed a leave request for Deserae Jones.

STEVE HINES—EXTENSION OFFICE REPORT

Steve Hines, as department head and crops educator at the University of Idaho Extension Office in Jerome, was present.

Steve Hines expanded on his written report of activities in his office during May. He had participated in six meetings, given a presentation, and prepped and put in two forage studies.

Hines said Gretchen Manker, as Family Consumer Sciences (FCS) educator, had continued with her diabetes prevention program and her facilitation of a Juntos 4-H club for Spanish-speaking students as well as completing a Gear Up Mentor program at the Jerome Middle School. She had also participated in professional development meetings.

Hines reported Celia Villacana had attended training for and promoted Eat Smart Idaho and had taught nutrition classes.

4-H Coordinator Tina Miller had enrolled 42 youth in a Juntos conference, weighed in an increased number of sheep and goats, and had planned for a sugar beet fair and a State shooting sports contest as well as preparing for the Jerome County Fair in August.

Hines explained in more detail the Juntos 4-H program, which encourages students and their parents to consider college attendance. He said he would like to make the garden area at his office into an enclosed parking lot and explained to the Board why the soil studies in the Rupert area did not come to fruition.

GREG MOORE—REIMBURSEMENT FOR SNAKE RIVER CANYONS PARK CLEAN UP

Greg Moore and Josh Martin, representing the Southern Idaho Off Road Association, were present.

Greg Moore reported on the annual cleanup of the Snake River Canyons Park on May 18. He said it had been the 20th year volunteers had cleaned up trash in the Park. Moore said the amount needed for refreshments and fuel exceeded the budgeted amount because of the donation of one loader instead of two and the replacement of a window broken on one of the loaders.

❖ A Motion was made by Commissioner Crouch to reimburse the Southern Idaho Off Road Association for the Snake River Canyons Park cleanup for \$1,561.79. It was seconded, followed by discussion, and carried with unanimous ayes.

The Board expressed its gratitude for the volunteers, and Moore asked about funding the cleanup in the next fiscal year.

❖ A Motion was made by Commissioner Howell to consider funding the Snake River Canyons Park cleanup again in 2020. It was seconded and carried with unanimous ayes.

EXECUTIVE SESSION

❖ 10:30 A.M. - A Motion was made by Commissioner Howell to go into executive session per Idaho Code Section 74(206)(1)(a), hiring an employee. It was seconded and carried with a unanimous roll call vote.

11:48 A.M. - Return to open session.

Meeting recessed at 11:49 A.M.

Meeting reconvened at 1:35 P.M.

MICHELLE EMERSON—GUARDIANSHIP HOURS

Present were Clerk/Auditor/Recorder Michelle Emerson, Payroll Clerk Charry Cushman, and Veterans Service Officer Cody Cantrell.

Charry Cushman reported she had consulted both the State retirement system (PERSI) and the County's medical insurance about the number of hours after which the County is required to pay retirement benefits and medical insurance for employees. PERSI is mandated for 20 hours a week or more, and medical insurance is carried for all employees working 30 hours or more (except elected officials).

➤ It was determined the County would need to begin paying PERSI premiums for the veterans service officer effective June 1 because he would be working up to 27 hours a week as both the veterans officer and the coordinator for the Board of Community Guardians.

➤ It was also decided that the clerk's office would create a new budget line for the Community Guardian program and that Cantrell would log the hours he spends in each position.

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TIM LARSON—AIRPORTS REPORT

Airports Manager Tim Larson was present.

Report: Tim Larson reported the Idaho Transportation Department still had not apprised him of its responsibility for land at the corner of the Jerome Airport and said he was spraying weeds now that the weather was drier. He gave an estimate from Thorpe Demolition for asbestos testing and demolition if necessary for two buildings at the Jerome Airport.

❖ A Motion was made by Commissioner Crouch to authorize asbestos tests for two buildings at the Jerome Airport identified as a maintenance building and a hunting lodge at an estimated cost of \$700. It was seconded, followed by discussion about authorizing an expedition fee, and carried with unanimous ayes.

❖ A Motion was made by Commissioner Howell to authorize Commissioner Crouch to spend on behalf of the Board up to \$1,000 to expedite asbestos testing and results for the Jerome Airport buildings. It was seconded, followed by discussion that Tim Larson would check with Thorpe that day and notify Commissioner Crouch, and carried with unanimous ayes.

Terminal Move: Larson said the party interested in moving the former terminal building had not given a date for completion.

- The Board asked Larson to set a deadline with the party for moving the building.

Hazelton Runway: Larson said the airport consultant was investigating the possibility of applying for a grant to rehabilitate the Hazelton Airport runway but that there were also funds remaining in the repairs/maintenance budget line for the Hazelton runway.

Timber: The Board discussed employee requests for timber from a building to be demolished at the Jerome Airport.

- It was determined that employees contact Commissioner Crouch if they desire wood when the building is razed.

Phone Lines: Larson said he would have calls to the main phone line at the Jerome Airport forwarded to the Airport cell phone whenever no one is in the terminal to answer calls.

AMANDA AND ERIC BOLICH—UPDATES AND BUDGET REQUESTS

Present were Eric Bolich, Amanda Bolich, Darla Brott, Lloyd Young, Gib Belasquez, Diana Belasquez, Diana Ochsner, Ken Brott, Carrol Harvey, Arthur Cahala, and James Fetterly, all representing the Northside Military Museum and the Little Wood River Veterans of Foreign Wars and its Auxiliary.

Northside Military Museum: Eric Bolich, as chairman of the Northside Military Museum, presented a letter updating the Commissioners on the operations of the Museum and its positive impact in Jerome since its opening on November 11, 2016.

Amanda Bolich, curator and secretary for the Museum, told of the Museum's education outreaches within the past year. She said volunteers had logged 1700 hours of service to run the Museum for more than 1200 visitors, adding that the Museum does not charge admission.

Eric Bolich requested that the County continues to support the Museum with a donation of \$5,000 from the FY 2019-20 budget in order for it to meet its administrative and operational expenses. He said grants and fundraisers provide for Museum projects.

➤ The Board agreed that one of the Commissioners would speak at a flag retirement ceremony, barbecue, and silent auction at the Museum on June 22.

Lloyd Young, also representing the Vietnam Veterans Commemorative Committee, stated it warms his heart to see children visit the museum; Amanda Bolich said teachers have reported that the Museum is a favorite field trip.

➤ The Commissioners were to consider the budget request during their budget workshops in July.

Veterans of Foreign Wars: Erich Bolich, as commander of the Little Wood River Veterans of Foreign Wars (VFW) Post 3001, read from a letter to the Commissioners summarizing activities of the Post in helping veterans and serving the community. He said the VFW post cooperates with American Legion members and the County veterans service officer in its outreaches.

VFW Auxiliary President Amanda Bolich detailed community outreaches and said the Auxiliary offers scholarships and works with the Military Museum by providing 400 hours of volunteer service every month.

Eric Bolich requested \$3,000 from the FY 2019-20 budget, an increase from the \$1500 provided to the VFW in the current year. He said the Post and its Auxiliary host multiple fundraisers every year and that all funds are used for programs and community projects because the Post has no overhead expenses.

Commissioner Crozier expressed that it is important for children to hear about patriotism. Lloyd Young said he was appreciative that girls in the United States have the opportunity for education, which is not true in some other countries.

➤ The Board was to consider the increased funding request in its July budget workshops.

DISCUSS EMPLOYEE POLICIES AND MANUAL CHANGES

Present were Planning and Zoning Administrator Nancy Marshall, Building Inspector Rick Kirsch, Treasurer Tevian Ekren-Kober, Payroll Clerk Charry Cushman, Attorney Mike Seib, and Clerk/Auditor/Recorder Michelle Emerson.

Sick Leave for First-year Employees: The Board discussed with those present the Employee/Supervisor Manual policy of extended sick leave coverage (Section 4.5). Marshall had previously submitted suggested changes to clarify the policy.

Following extensive discussion, Mike Seib advised the Manual was clear without any changes that a first-year employee could access sick leave at the discretion of his or her department head.

Additional Holidays: The Board addressed former employee requests for additional paid holidays on the day after Thanksgiving and the day before Christmas. Commissioner Howell said he was concerned about uniformity among the County departments and customer service. Commissioner Crouch agreed it was important not to forget customers, who might not know an office is closing early until they need its services. Commissioner Crozier suggested the County follow the policy of Twin Falls County in granting the two extra holidays.

Nancy Marshall and Rick Kirsch favored County offices staying open on the questioned days. Michelle Emerson expressed that she would like department heads to have the discretion of how to run their offices.

➤ The Board determined that County offices would remain open on the days in question and that department heads would decide how to manage staffing.

Certification Raises: The Commissioners addressed disparity in salary increases for employees earning certifications helpful to their positions and determined that department heads should budget for expected certifications.

MIKE SEIB—LEGAL COUNSEL

Attorney Mike Seib was present.

Mike Seib explained a wage increase he was requesting for the victim/witness coordinator employee in his office. He said he had miscalculated the funds available in his budget and requested that the employee's wage reflect her experience, longevity, and an amount comparable to other Idaho employees in her position.

The Board signed an Employee Wage Change form for Kelle Lloyd reflecting Seib's request.

4:20 P.M. - Commissioner Howell was excused to attend a SIRCOMM meeting.

EXECUTIVE SESSION

❖ 4:30 P.M. - A Motion was made by Commissioner Crouch to go into executive session per Idaho Code Section 74(206)(1)(a), hiring an employee. It was seconded and carried with a unanimous roll call vote.

5:02 P.M. - Return to open session.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Crozier to approve the minutes of May 20 and May 28 as read. It was seconded and carried with unanimous ayes.

INDIGENT MATTERS

❖ A Motion was made by Commissioner Crouch to approve staff recommendations for indigent matters. Approved were Case Nos. 1819-002 and 1819-044. Denied were Case Nos. 1819-083 and 1819-084.

Meeting adjourned at 5:18 P.M.

Respectively submitted:

Jane White, Deputy Clerk

Charles M. Howell, Chairman

A. Ben Crouch, Vice Chairman

John Crozier, Commissioner