

## **JEROME COUNTY COMMISSIONERS**

Monday, June 17, 2019

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

Meeting convened at 9:02 A.M.

### **PRESENT AWARDS**

The Commissioners presented longevity awards to Janie Myers for her expertise in valuing new construction for 27 years in the assessor's office; to Javier Paredez as an outstanding city residential appraiser and willing interpreter for 15 years; and to Assessor Rick Haberman for establishing property valuation unity in the County for 12 years.

### **COMMISSIONER REPORTS**

Commissioner Crouch reported as a director on the Jerome Chamber of Commerce board. Members had discussed the Citizen of the Year and Lifetime Achievement awards.

Commissioner Crozier had learned from an Idaho Association of Counties conference for county clerks and commissioners and had heard presentations from planning and zoning expert Jerry Mason.

Commissioner Howell stated the SIRCOMM (emergency communications) board had offered the directorship to a candidate from Blaine County and was searching for a new consultant.

### **BUSINESS AND/OR ADMINISTRATIVE MATTERS**

The Board signed Retail Alcoholic Beverage Licenses to the China Village dba China Village, Jerome; and to J&M's Parks, LLC, dba Anderson Camp, Eden.

The Board signed Employee Wage Change forms to hire Justin Nuemeyer as a reserve sheriff patrol deputy and Jan Bohling as a part-time civil deputy.

The Board signed a Direct Deposit Detail with a grand total of \$121,061.98 and a Payroll Claims Approval by Fund with a grand total of \$184,337.95, both dated June 12, 2019, for the May 26, 2019, through June 8, 2019, payroll cycle.

The Board signed a leave request for Nancy Marshall.

The Board signed a Claims Approval Report dated June 11, 2019, for the District Court II Fund, with a grand total of \$758.52 and a Claims Approval Report dated June 14, 2019, for the Justice Fund and the Jail Commissary Commission, with a grand total of \$5,218.78.

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Commissioner Howell signed Catering Permits for the South Hills Bar & Grill, LLC, Hansen, to be used at the Risk Barn June 22, 2019, and June 29, 2019, both from 2 P.M.-1 A.M. at the Risk Barn.

### **DECISION—ASPHALT AT THE SHERIFF’S COMPLEX**

Chief Deputy Clerk Tracee McKim was present.

The Board continued consideration of resurfacing the parking lot at the sheriff’s office from June 10. Clerk/Auditor/Recorder Michelle Emerson had submitted an e-mail stating that the necessary funds could be taken from the justice contingency line item.

The Commissioners discussed whether to use some funds from the sheriff’s budget.

❖ A Motion was made by Commissioner Crozier to approve \$4,000 from the sheriff’s budget capital line item and approximately \$6600 from the justice general contingency budget line for asphalt maintenance and striping at the sheriff’s office. It was seconded and carried with unanimous ayes.

### **ROBERT AGNEW—TAX EXEMPTION FOR FAMILY HEALTH SERVICES**

Robert Agnew, chief financial officer for Family Health Services, was present.

Robert Agnew requested that the Commissioners grant an exemption from property tax for new property purchased by Family Health Services. He presented a letter from the Internal Revenue Service stating that the current operation was exempt from federal income tax under non-profit status.

Agnew told the Board the clinic receives federal funds and provides behavioral, medical, and dental services to patients unable to receive care elsewhere. He added the expansion of services would be adding a pharmacy as well.

The Board determined to consult the assessor before making a decision.

Agnew was excused.

Assessor Rick Haberman was present.

Rick Haberman advised that Family Health Services would need to prove that it qualified for exempt status and said he would provide more information to the Board.

### **DISCUSSION AND DECISION—REQUESTS FOR QUALIFICATIONS FOR JAIL ADDITION**

The Commissioners discussed qualifications it had received for construction manager of an addition to the Jerome County Correctional Facility.

Commissioner Crozier believed both companies submitting qualifications would be competent but that the County had a working relationship with Scott Hedrick Construction, which was familiar with the current facility because it had completed its construction in 2016.

Commissioner Crouch said his review of qualifications indicated that both companies were well qualified but that he favored the Starr Corporation.

Commissioner Howell stated the Commissioners had expressed valid points. He said Starr Corporation would use more local employees, and Commissioner Crozier said it would not require employee overnight stays.

❖ A Motion was made by Commissioner Crouch to approve Starr Corporation to be the construction manager for the jail addition. It was seconded and carried with unanimous ayes.

❖ A Motion was made by Commissioner Howell to approve Lombard Conrad as the architects for the jail addition based on the fact that they were the only applicant. It was seconded and carried with unanimous ayes.

#### **TANYA STITT—EMERGENCY MANAGEMENT REPORT**

Emergency Management Director Tanya Stitt, Clerk/Auditor/Recorder Michelle Emerson, and Chief Deputy Clerk Tracee McKim were present.

**Report:** Tanya Stitt reported she had received a decision from a grant application for the Hazelton Airport stating that rehabilitating the runway would be a capital improvement project and therefore ineligible for an emergency services grant.

Stitt said a briefing at the District Interoperability Governance Board (DIGB) meeting informed members that the County's emergency communications (SIRCOMM) center was not utilizing the program that downloads the location of a cell phone call.

➤ Stitt said she would discover why the program is not being used.

Stitt requested approval of exchanging trailers with the City of Jerome. She said Jerome County no longer has a CERT (Civilian Emergency Response) team and that she would like to exchange its trailer for one from the City that would better suit the County's needs.

➤ The Commissioners agreed, but Michelle Emerson said Stitt would need to submit a resolution to make the exchange.

Stitt informed the Board that the Office of Emergency Management in conjunction with the sheriff's office would operate a booth at Hazelton Days June 29. She said she was also forming partnerships for a booth at the County Fair August 6-10.

**Budget Presentation:** Stitt requested a three percent increase in her salary as well as funding (with a three percent increase) for an additional full-time employee as approved by the Board on March 11.

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Stitt asked for increases in the Utilities-Telephone budget line because of an extra phone needed in her office and in the Repairs/Maintenance line because of an additional generator contract. She asked to eliminate the Postage line because of the limited amount of mail generated by her office. Stitt wanted a \$180 increase for meetings and trainings, which Tracee McKim had added to the Education-Tuition-Registration line.

- Emerson asked that Stitt log the hours she works on projects for the City of Jerome.

Meeting recessed at 11:56 A.M.

Meeting reconvened at 1:20 P.M.

### **REVIEW EMPLOYEE MANUAL**

The Board reviewed the Employee & Supervisor Manual, beginning on Page 22, 2.5.2, “Workplace Conduct” to the middle of Page 25, Section 2.6.

### **TIM LARSON—AIRPORTS REPORT**

Airports Manager Tim Larson, Clerk/Auditor/Recorder Michelle Emerson, and Chief Deputy Clerk Tracee McKim were present.

**Report:** Tim Larson reported he was ordering a new switch for the high-speed gas reel at the Jerome Airport and a new banner for the Airport Fly-In on July 20.

- The Commissioners asked that Larson proceed with repairs to the Hazelton Airport runway because the expense was not eligible for grant funding.

Larson presented a bid for the United States Parachute Team to jump at the Jerome Airport Fly-In with a 1500-foot American flag. The Commissioners discussed the value of such a demonstration.

- It was determined that Larson would ask Mark Doerr of Precision Aviation if he would like to sponsor the parachuting event.

**Asbestos Testing:** Larson informed the Board that the results of asbestos testing showed that one area of the former weed building at the Jerome Airport has asbestos, which would require a demolition company to raze the building. The other building slated for demolition at the Airport was free of asbestos.

- Larson said he would bring the Board a quote for the building demolition.

**Budget Presentation:** Larson reviewed his budget requests for FY 2019-20 with the Board. He had requested five percent wage increases for himself and his assistant.

Larson asked for increases in the Airport travel, repairs/maintenance, Hazelton runway, and Miscellaneous budget lines but decreases in supplies and utilities. He requested new budget lines

for Vehicles-Repairs, Grounds Maintenance, Maintenance-Fuel Island, PPC-Safety-Wildlife Management, and Capital-Other.

The Board discussed with Larson the detailed items of the Capital line, which were a new storage shed, a bigger mowing deck, building demolition, and an ATV; Larson said his first priority of those items would be a bigger mowing deck.

#### **MICHELLE EMERSON—CLERK MATTERS**

Clerk/Auditor/Recorder Michelle Emerson and Chief Deputy Clerk Tracee McKim were present.

**Public Defense Commission Grant Application:** Michelle Emerson presented for signature a revised grant application to the Idaho State Public Defense Commission as she had discussed with the Board on June 10.

❖ A Motion was made by Commissioner Crouch to resubmit a grant application to the Public Defense Commission. It was seconded and carried with unanimous ayes.

**Public Defender Contracts:** Emerson advised the Board that contracts with the public defenders would expire September 30, 2019.

➤ It was determined Emerson would ask the attorneys to send proposed contract renewals to the Board.

**Ambulance Budget:** Those present did not favor any changes to the ambulance budget in the next fiscal year.

#### **GUY STUBBS—BLUE CROSS RENEWAL**

Clerk/Auditor/Recorder Michelle Emerson and Chief Deputy Clerk Tracee McKim were present. Also present were Guy Stubbs, County medical insurance agent; and Steve Moore, Blue Cross Insurance representative.

Guy Stubbs was present to give the Commissioners a history of recent medical insurance premiums for County employees and to make a recommendation for insurance during the 2019-20 fiscal year.

Stubbs had requested insurance quotes from Pacific Source, Regence, and Select Health. He said the latter had declined to quote, while Pacific Source and Regence rates were not competitive with the three percent increase from Blue Cross as the County's current insurance carrier. Blue Cross had also lowered its increase in dental benefits to be competitive with a quote from Delta Dental.

Stubbs told the Commissioners that since 2004, the County had elected not to allow spouses on the County's insurance, but he said their premiums could now be lower on the County policy than on the Idaho Insurance Exchange.

Steve Moore said allowing spouses would increase the rates paid by the County for its employees.

➤ The Board determined to poll employees to ask them whether their spouses are on the Exchange and whether they would like their spouses on the County plan.

**MIKE SEIB—LEGAL COUNSEL**

Attorney Mike Seib, Planning and Zoning Administrator Nancy Marshall and Zoning Clerk Kacie Buhler were present.

**Sign Ordinance:** Mike Seib presented an ordinance to amend the Jerome County Planning and Zoning Map, according to a decision made by the Commissioners on April 29 regarding rezoning certain property of Larrey and Retha Anderson.

❖ A Motion was made by Commissioner Crozier to sign Ordinance No. 2019-5. It was seconded and carried with unanimous ayes.

**ORDINANCE NO. 2019-5**

**AN ORDINANCE OF JEROME COUNTY, IDAHO, SETTING FORTH UNDERLYING RECITALS, AMENDING THE JEROME COUNTY PLANNING AND ZONING MAP, INCORPORATING RECITALS, DIRECTING STAFF TO TAKE STEPS NEEDED TO IMPLEMENT THIS ORDINANCE, PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, AND PROVIDING AN EFFECTIVE DATE.**

**RECITALS:**

WHEREAS, Article XII, Section 2 of the Idaho Constitution authorizes counties to adopt “all such local police, sanitary, and other regulations as are not in conflict with its charter or with the general laws;” and

WHEREAS, Idaho Code Section 31-714 authorizes the board of county commissioners to pass all ordinances, rules, and regulations necessary for carrying into effect or discharging the powers and duties conferred by the laws of the State of Idaho; and

WHEREAS, Idaho Code Section 31-715 mandates all such ordinances be published in a newspaper circulated in the county before such will become effective; and

WHEREAS, Idaho Code Section 31-715A authorizes the board of county commissioners to publish a summary of the ordinance; and

WHEREAS, Idaho Code Section 67-6511 and Chapter 21 of the Jerome County Planning and Zoning Ordinance sets fourth certain notice and hearing procedures mandated in amending the Ordinance, which have been followed and complied with in making the amendments stated herein; and

WHEREAS, changing demographics of Jerome County necessitate the need of updating the Jerome County Zoning Map; and

WHEREAS, the Jerome County Board of County Commissioners found that the proposed Amendment is in conformity with and supported by the Jerome County Comprehensive Plan.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF JEROME COUNTY, IDAHO, AS FOLLOWS:**

1. The above recitals are hereby incorporated into this ordinance.

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An amendment to Jerome County Zoning Map is hereby made, amending the following described parcels from A1 Agricultural to A2 Rural Residential:

All parcels are located in Section 01, Township 10 South, Range 18 EBM and legally described as Parcel 8100, TAX 29 & 10 OF NWSE, consisting of 39.00 acres; Parcel 1202, TAX 45 OF S1/2NE, consisting of 77.14 acres; and Parcel 7203, NESE (LESS TAX 2134040), consisting of 37.84 acres, located between Highway 50 and 1200 East and from approximately 925 South to 975 South, Eden, Idaho, excepting 660 feet (one eighth of a mile) on the western portion of all parcels with frontage on State Highway 50.

The 660-foot portion of those parcels excepted above and bordering Highway 50 will be rezoned from A1 Agricultural to CG Commercial General.

2. Administrative staff and agents of Jerome County are hereby directed to take such actions as may be necessary to implement the provisions of this ordinance.
3. Any existing provisions of the Jerome County Ordinance, and specifically those that pertain to Jerome County Zoning Map, that are in conflict with the provisions of this ordinance are hereby declared to be repealed or superseded to the extent of such conflict.
4. The Jerome County Zoning Map, with said amendment, shall be made available for review at the Office of the Jerome County Planning and Zoning Administrator, located at 300 North Lincoln, Room 208, Jerome, Idaho.
5. This ordinance shall be effective upon its approval, passage, and publication in a newspaper in circulation in Jerome County.

Approved and adopted as an ordinance of Jerome County by the Board of Jerome County Commissioners on the 17<sup>th</sup> day of June 2019.

ATTEST:

/s/ Michelle Emerson  
Michelle Emerson, Jerome County Clerk

( S E A L )

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

/s/ A. Ben Crouch  
A. Ben Crouch, Co-Chairman

/s/ John Crozier  
John Crozier, Commissioner

**Surplus Property:** The Commissioners discussed with Seib surplus property at the Jerome Airport.

❖ A Motion was made by Commissioner Howell to offer all surplus items at the former weed building at the Jerome Airport except for a US Army cannon heater to the public. It was seconded and carried with unanimous ayes.

➤ The Commissioners determined to post the availability of the free items on the County Website.

### **READ AND APPROVE MINUTES**

This matter was continued until June 18.

**INDIGENT MATTERS**

❖ A Motion was made by Commissioner Crouch to approve indigent matters as presented. It was seconded and carried with unanimous ayes. Denied were Case Nos. 1819-059; 1819-064; 1819-057; and 1819-077.

Meeting adjourned at 4:36 P.M.

Respectively submitted:

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Jane White, Deputy Clerk

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Charles M. Howell, Chairman

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A. Ben Crouch, Vice Chairman

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John Crozier, Commissioner