

JEROME COUNTY COMMISSIONERS

Tuesday, June 18, 2019

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

Meeting convened at 9:30 A.M.

Commissioner Howell's arrival had been delayed.

BUSINESS AND/OR ADMINISTRATIVE MATTERS

The Board signed leave requests for Deserae Jones and Mario Umana.

Assessor Rick Haberman was present. He reported that he was investigating contract labor for rural appraisals because a recently hired employee had resigned.

9:42 A.M. - Commissioner Howell was present.

READ AND APPROVE MINUTES, Continued from June 17

❖ A Motion was made by Commissioner Crozier to correct the minutes of June 10. It was seconded and carried with unanimous ayes.

RICK HABERMAN—ASSESSOR BUDGET PRESENTATION

Assessor Rick Haberman, Clerk/Auditor/Recorder Michelle Emerson, and Chief Deputy Clerk Tracee McKim were present.

Rick Haberman requested three percent salary increases for his employees in FY 2019-20. He did not request any other changes to his budget lines for the Department of Motor Vehicles in the new fiscal year.

Haberman requested only one additional increase in the Revaluation budget: a 30 percent increase in vehicle fuel. He did not anticipate the need for any replacement vehicles in the next budget year.

➤ The Commissioners were to consider his budget requests during their workshops in July.

BRENT CULBERTSON—MAINTENANCE BUDGE PRESENTATION

Maintenance Supervisor Brent Culbertson, Clerk/Auditor/Recorder Michelle Emerson, and Chief Deputy Clerk Tracee McKim were present.

The Commissioners asked Brent Culbertson if it would be appropriate for him to oversee the construction of an addition to the County jail, and he said it would be helpful for to him to do so. He told of plumbing problems at the jail, and the Board asked him to obtain estimates for remedying them when building the addition.

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Culbertson requested salary raises of three percent for himself and his employees. He said he would need another full-time janitor when the jail addition was functional, but that he did not include an estimated cost in his budget request.

Culbertson requested the purchase of a new tractor for \$8,000 from the general capital budget line. He agreed to the need to replace windows in the older section of the Courthouse.

- Michelle Emerson suggested he develop a two-or-three-year plan to replace the windows.

Culbertson said \$30,000 would be needed from the next budget to replace air conditioning units in the next fiscal year. Those present also considered building a maintenance shop during the new budget year.

Culbertson said sealcoating the County parking lots every four years would protect them from braking down. He told the Board that the Courthouse and Annex would not need resurfacing in 2019-20 but that the ambulance parking lot needed refurbishing for \$20,000.

Culbertson's proposed budget reflected a decrease in sheriff cleaning supplies but increases in cleaning supplies for the Courthouse and Judicial Annex Building.

- The Commissioners were to consider budget requests during their workshops in July.

NANCY MARSHALL—PLANNING AND ZONING BUDGET PRESENTATION

Planning and Zoning Administrator Nancy Marshall, Clerk/Auditor/Recorder Michelle Emerson, and Chief Deputy Clerk Tracee McKim were present.

Nancy Marshall explained to the Board that her proposed budget did not reflect across-the-board pay increases because she was restructuring her office staff and desired pay to be commensurate with levels of ability and earned certifications. She said the part-time data entry clerk would also be the building clerk and that she would like the ability to make the position full-time.

Marshall said she had increased her overall budget by two and one-half percent by decreasing Contract Help, Advertising, Dues/Memberships, Miscellaneous and Commission Expenses, and Education-Tuition, Registration and increasing Travel-Other, Supplies-Office, and Vehicles-Repairs. She had added line item details for office supplies to include inspection and addressing supplies.

- The Commissioners were to consider the budget requests during their workshops in July.

CODY CANTRELL—VETERANS BUDGET PRESENTATION

Veterans Service Officer Cody Cantrell, Clerk/Auditor/Recorder Michelle Emerson, and Chief Deputy Clerk Tracee McKim were present.

Cody Cantrell requested an increased salary budget line because of an hourly increase and additional hours anticipated serving as a coordinator for a Board of Community Guardians.

He said he had left his other budget lines the same as the current year.

Tracee McKim advised \$2,000 would be proposed in the General Budget under an unused line previously called Community Council and now labeled Board of Community Guardians.

- The Commissioners were to consider budget requests during their workshops in July.

Meeting adjourned at 12:10 P.M.

Respectively submitted:

Jane White, Deputy Clerk

Charles M. Howell, Chairman

A. Ben Crouch, Vice Chairman

John Crozier, Commissioner