

**JEROME COUNTY COMMISSIONERS**

Monday, August 6, 2018

PRESENT: Charles Howell, Chairman  
Roger Morley, Commissioner  
Jane White, Deputy Clerk

Meeting convened at 9:08 A.M.

Commissioner Roemer was excused.

**COMMISSIONER REPORTS**

Ben Crouch was present.

Commissioner Howell reported Deputy Prosecutor Laverne Shull had advised not to hire for an open position before the advertising for it closed.

Commissioner Howell said he had attended the Jerome Chamber of Commerce Business After Hours July event at the Fairgrounds and that it was well attended. He had also officiated at the junior rodeo.

**SIGN HAZELTON LAW ENFORCEMENT AGREEMENT**

Ben Crouch was present.

The Board was in receipt of a law enforcement agreement with the City of Hazelton that had not changed from the current agreement except for an increase of \$4,000.

❖ A Motion was made by Commissioner Howell to sign the Law Enforcement Protection Agreement with the City of Hazelton, effective October 1, 2018, through September 30, 2019. It was seconded and carried with unanimous ayes.

**FAIR PARADE EARLY RELEASE**

Ben Crouch was present.

The Commissioners discussed requests from some employees to close County offices early before the Fair Parade on August 7. They determined that employees would need to use their personal time off in order to leave early. The parade was to begin at 4 P.M. in order to reduce congestion at the Fairgrounds before the rodeo at 7:30 P.M.

**DISCUSS COMMEMORATIVE BRICKS**

Ben Crouch was present.

The Board was still waiting for an answer regarding the number of characters and the installation schedule for new commemorative bricks.

Monday, August 6, 2018

Page 1 of 5

### **APPROVE ATTENDANCE RECORDS**

Ben Crouch was present.

The Board signed Employee Time Records for the July 22 through August 4 pay period for Arthur Brown, Cody Cantrell, Brent Culbertson, Deserae Jones, Justin McMillan, and Mario Umana.

### **BUSINESS AND/OR ADMINISTRATIVE MINUTES**

Ben Crouch was present.

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

The Board signed Employee Wage Change forms to hire Dena Estrada for part-time custodial work and for Robert Chase Nicholson as a sheriff patrol deputy, effective August 5.

### **STEVE HINES—EXTENSION OFFICE REPORT**

Ben Crouch was present.

Hines reported on his activities during the month of July. He had conducted field trial work in Kimberly, Raft River, and Picabo; fielded calls about excessive vole population; attended market animal sale and leader's council meetings; and had participated in a conference call with USDA (United States Department of Agriculture) civil rights employees.

Hines told of educational presentations by Gretchen Manker, Family Consumer Sciences educator; and Celia Villacana, community nutrition advisor for Eat Smart Idaho; as well as activities of the 4-H coordinator, Tina Miller.

### **TOM WALGAMOTT—USED AMBULANCE**

Tom Walgamott, representing Jerome County Search and Rescue, and Ben Crouch were present.

Walgamott requested that Search and Rescue take possession of an excess used ambulance owned by the County. He said it would replace a unit and enclose all the equipment used by Search & Rescue.

❖ A Motion was made by Commissioner Howell to authorize Search & Rescue to take possession of a 1991 F-350 ambulance owned by the County and currently stored at the Jerome Airport. It was seconded and carried with unanimous ayes.

Walgamott inquired about receiving radios needed by Search & Rescue in order to communicate with all pertinent agencies.

➤ Commissioner Howell said he would ask the emergency management director for an update on the purchase of the radios.

### **JUSTIN McMILLAN—AIRPORTS REPORT**

Interim Airports Manager Justin McMillan was present. Also present were Ben Crouch and John Crozier.

McMillan presented an outstanding bill of \$747 from Western States CAT for service to the loader in October of 2017. The Commissioners discussed with McMillan the reason for the bill and determined to submit it to the clerk's office for payment.

McMillan followed up from the information he had given the Board on July 30 about the need to replace the fuel server at the Jerome Airport. He said the \$13,145 quote he had given the Board included all the discounts available and that the unit would cost \$3,000 more if the County delayed its purchase until the fiscal year beginning October 1. McMillan said the price did not include installation, which would require a qualified electrician for five to eight hours.

- The Board determined to discuss the purchase with the County clerk later in the day.

McMillan said a company was locating water lines at the Jerome Airport that morning. The Commissioners discussed with McMillan the water lines, manholes, and scheduling concerning a new hangar being constructed by Precision Aviation. They also discussed responsibility for the cost of moving a power line.

- Commissioner Howell said the County needed a quote on the price of moving the power line, and McMillan said he was having a construction meeting that afternoon.

McMillan also conferred with the Board about placing a propane tank for Precision Aviation.

- It was determined McMillan would ascertain the distance requirement of the tank from a building.

The Board was in receipt of an Agreement and Authorization for Engineering Consulting Services from Century West to provide an estimate to design an improvement project at the Jerome Airport.

❖ A Motion was made by Commissioner Howell to authorize Commissioner Morley to sign the independent fee estimate from Century West, not to exceed \$3,500, with approval from legal counsel. It was seconded and carried with unanimous ayes.

### **NINA LAGLE—TAX DEED LETTERS**

Chief Deputy Treasurer Nina Lagle was present. Also present were John Crozier and Ben Crouch.

Lagle presented three letters from the Commissioners to former owners of properties owned by the County through tax deeds. The letters informed them that the properties would be sold at auction unless the vested owner redeemed them prior to the auction on August 28, 2018, at 10 A.M. Redemption would include payment of all delinquent taxes, late charges, accrued interest, and costs as well as the estimated tax for the current calendar year.

Monday, August 6, 2018

Page 3 of 5

### **RYAN LAY—SNAKE RIVER CANYONS PARK UPDATE**

Ryan Lay, under contract with the County to obtain additional legal accesses to the Snake River Canyons Park; Mike Tylka, chairman of the Park Board; Ben Crouch, and John Crozier were present.

Lay reported the process of the County acquiring three additional legal accesses to the Snake River Canyons Park was nearing completion. He said the Bureau of Land Management (BLM) was to mail two documents to the Idaho Department of Lands (IDL) that week and that when the IDL returned them to the BLM that the process would be complete.

Upon request from Commissioner Morley, Lay summarized the process of obtaining the three accesses from the BLM, which had begun November 28, 2016. He then advised the County to build access roads and trails; the Commissioners liked the idea of building a trail next to the road. He also suggested the County investigate using new technology that makes natural turf into a hard surface.

The Commissioners verified that Lay would receive a check as soon as it receives written confirmation of three additional legal accesses, with the funds to be taken from the Snake River Canyons Park Administration budget line.

Meeting recessed at 12:03 P.M.

Meeting reconvened at 1:15 P.M.

### **EXECUTIVE SESSION—PERSONNEL**

❖ 1:15 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.

1:20 P.M. - Return to open session.

The Board announced the pending retirement of Planning and Zoning Administrator Art Brown, effective September 30. A retirement recognition party was scheduled at the Fairgrounds Messersmith Building on September 28.

### **MICHELLE EMERSON—BUDGET WORKSHOP**

Clerk/Auditor/Recorder Michelle Emerson was present.

**Budget Workshop:** Emerson informed the Board a final budget workshop was necessary to include changes to two totals. She had learned that more funds were needed for court security and Workmen's Compensation. Tax revenue did not change due to increases in the Unexpended Balance and Other Revenue.

❖ A Motion was made by Commissioner Morley to accept the changes for the FY 2018-19 budget presented by Michelle Emerson. It was seconded and carried with unanimous ayes.

Monday, August 6, 2018

Page 4 of 5

**Jerome Airport Fuel Server, Continued from the A.M.:** The Board followed up on its morning discussion of the need for a new fuel-servicing unit at the Jerome Airport by discussing the necessary funds with Emerson.

➤ The Commissioners determined to order the unit before September 1, 2018, in order to receive a rebate and to pay for it from the General Fund after it is received, from either the current budget or the 2018-19 budget.

**INDIGENT MATTERS**

❖ A Motion was made by Commissioner Howell to follow staff recommendations for indigent matters. It was seconded and carried with unanimous ayes. Approved was Case No.1718-035. Denied was Case No. 1718-077; dismissed were Case Nos. 1718-059 and 1718-036. The Board signed an Order affirming its denial of Case No. 1718-047, following an appeal hearing of the denial on July 30.

Meeting adjourned at 2:52 P.M.

Respectively submitted:

---

Charles M. Howell, Chairman

---

Jane White, Deputy Clerk

---

Roger M. Morley, Commissioner

(absent)  
Catherine M. Roemer, Commissioner