

## **JEROME COUNTY COMMISSIONERS**

Monday, August 19, 2019

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

Meeting convened at 9 A.M.

Commissioner Howell was excused because he was out of town.

### **COMMISSIONER REPORTS**

Commissioner Crozier reported he had attended a Crisis Center board meeting in Twin Falls and had some concerns about its financial operation. He had also followed up on a noxious weed complaint with a resident and had toured a Commercial Creamery expansion with Commissioner Crouch.

Commissioner Crouch reported from an Airport Advisory Board meeting where directors had considered the Five Year Plan. Other endeavors included a Jerome Chamber of Commerce meeting; a conversation with Senator Crapo's press secretary and deputy about disseminating information; a luncheon sponsored by the sheriff's department regarding Internet safety; judging at Joe Mama's Car Show; and a Snake River Canyons Park Board meeting where directors discussed how to finance a proposed gun range and how to add a board member because of a recent resignation.

### **APPROVE ATTENDANCE RECORDS**

The Commissioners signed Time Records for Cody Cantrell, Brent Culbertson, Deserae Jones, Nancy Marshall, and Mario Umana for the August 4, 2019, through August 17, 2019, payroll cycle.

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

Commissioner Crouch signed Catering Permits for El Sombrero, Jerome, to be used at 392-B East 300 South, Jerome, on September 7, 2019, from 4-11 P.M.; for the South Hills Bar & Grill, LLC, Hansen, to be used September 7, 2019, from 2 P.M.-1 A.M.; and for the Iron Horse Saloon, Shoshone, to be used at 402 DC Circle, Jerome, August 24, 2019, from 5 P.M.-1 A.M.

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

The Board signed a Claims Approval Report dated August 15, 2019, for the Insurance Deductible Trust Fund, with a grand total of \$598.88.

The Board signed a Detention Center Housing Agreement between the Jerome and Lincoln County sheriff's offices for placement of Lincoln County adult incarcerated offenders in the Jerome County Jail at \$68 per day.

Monday, August 19, 2019

Page 1 of 4

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

Emergency Management Director Tanya Stitt was present.

Tanya Stitt presented a written report including updates/requests, community outreach/training, and February, April, and June minutes from the District 4 Interoperability Governance Board.

Stitt explained that following a discussion with the Jerome fire chief, she would be tabling the Critical Incident Stress Management (CISM) team and returning grant funds. She also informed the Board of other grants for her office.

Stitt included in her report a quote from New Tech Security for cameras at Martha & Mary's Food Pantry, which was a continuation of a request she made on July 15.

➤ The Commissioners continued her request until August 26 when a full Board could be present.

## **KENT ATKIN AND TIM LARSON—AIRPORT MATTERS**

Airports Manager Tim Larson and Chief Deputy Clerk Tracee McKim were present.

**Airports Report:** Tim Larson reported from the Jerome Airport as follows. (1) The Department of Agriculture had completed a weights and measures inspection, and Larson was expecting the license for the Airport. (2) Phillips 66, Jet A, and Av Gas had inspected their facilities at the Airport, with results pending. (3) Repairs had been completed on the banner advertising the annual Fly-In.

➤ Commissioner Crouch asked that Larson provide a fuel report and a recommendation for a cover for the fuel island during his report on August 26.

Also present was Kent Atkin, JUB Engineers airport consultant.

**Jerome Airport Grants and Five-Year Plan:** Kent Atkin advised regarding long-range plans for the Jerome Airport. He recommended to focus on receiving a grant to rebuild the runway and anticipated funding for the runway from the Federal Aviation Administration within the next year.

Atkin said the County would be in a better position to request grant funding to extend the runway after rehabilitation of the current runway. He presented a draft of a project description and cost estimate to rehabilitate and extend the runway within the next three to five years.

Meeting recessed at 11:30 A.M.

Meeting reconvened at 2:15 P.M.

## **REVIEW EMPLOYEE MANUAL**

The Commissioners read from the Employee and Supervisor Manual, beginning on Page 42, "Retention & Destruction of County Records," to "Full-Time Regular Employees" on Page 45.

Monday, August 19, 2019

Page 2 of 4

### **BRENT TOLMAN—MAPPING REQUEST**

Present were Clerk/Auditor/Recorder Michelle Emerson, GIS (mapping) Specialist Mark Reyes, and Planning and Zoning Administrator Nancy Marshall. Also present were Brent Tolman, administrator for the County Urban Renewal Agency, and his daughter Rebecca Tolman.

Brent Tolman requested that the Crossroads Urban Renewal District hire the County to provide a detailed map with parcel identifications and tax code boundaries within the District.

Nancy Marshall questioned whether the Urban Renewal District was a separate entity from the County even though the County had created it. She said she wanted to avoid the mapping department within the Planning and Zoning Office becoming in competition with private GIS companies.

➤ Following questions and discussion, the Commissioners tabled making a decision until a full Board could be present.

The Tolmans were excused.

The Commissioners discussed Tolman's request further and determined to consult their legal counsel.

### **GUY STUBBS—FLEX SPENDING**

Clerk/Auditor/Recorder Michelle Emerson, Chief Deputy Clerk Tracee McKim, and Payroll Clerk Charry Cushman were present. Also present was County Medical Insurance Agent Guy Stubbs.

Guy Stubbs recommended that the County contract with a different company for its flex spending and COBRA offerings to County employees, citing many problems with the current company.

Stubbs said Manly Benefits (under Pacific Source insurance) would be more expensive but that he believed customer service for both the County and the employees would be better with a company that had account managers in Idaho.

Charry Cushman and Michelle Emerson told of problems they had experienced with the current firm.

Stubbs answered questions from the Commissioners about the size of the premium increases for the new company.

❖ A Motion was made by Commissioner Crozier to switch the County flex spending plan and COBRA to the Pacific Source program on a trial basis for next year. It was seconded and carried with unanimous ayes.

### **MICHELLE EMERSON—COMMISSIONERS' CONFERENCE**

Clerk/Auditor/Recorder Michelle Emerson was present.

Monday, August 19, 2019

Page 3 of 4

Michelle Emerson requested reimbursement for Uber transportation if she stays in a private residence for an Idaho Association of Counties Conference in Boise in September.

- The Board approved of such a reimbursement.

**MIKE SEIB—LEGAL COUNSEL**

Attorney Mike Seib was present.

**Mapping Request (from earlier in the afternoon):** Mike Seib stated the County Urban Renewal District is its own entity and that the cleanest way for it to obtain mapping services was to hire a private company.

**Letter from Wells Fargo:** Social Services Director Kim Drury was present. She informed the Board about a letter it had received regarding a legal order. She said the letter was a response to her request for financial information regarding an indigent application.

- It was determined Drury would follow up from the letter.

**INDIGENT MATTERS**

❖ A Motion was made by Commissioner Crouch to approve the staff recommendations for indigent matters. It was seconded and carried with unanimous ayes. Dismissed was Case No. 1819-088.

Meeting adjourned at 4:07 P.M.

Respectively submitted:

(absent)  
Charles M. Howell, Chairman

\_\_\_\_\_  
Jane White, Deputy Clerk

\_\_\_\_\_  
A. Ben Crouch, Vice Chairman

\_\_\_\_\_  
John Crozier, Commissioner