

JEROME COUNTY COMMISSIONERS

Monday, August 26, 2019

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

Meeting convened at 9:03 A.M.

COMMISSIONER REPORTS

Commissioner Crozier told the Board he had spoken with the mayor of Eden about a sewer line for a resident. He consulted the County Building Department, which had spoken with the resident, and then he called the mayor to tell him of the County's involvement with the issuance of a building permit.

Commissioner Crozier stated he had applied to serve on a Behavioral Health Board for the South Central District Health Department and that he would meet with the financial board for the Crisis Center that week.

Commissioner Crouch said he had submitted photos of various places in the County to Carl's Jr. to create murals for its new restaurant in Jerome.

Commissioner Crouch had attended a meeting with St. Luke's representatives where he had heard the history of St. Luke's presence in Jerome and its plans for the hospital within the next five years.

Commissioner Howell had attended a similar St. Luke's meeting in Twin Falls. He had also attended an Open House where he had spoken with the State Speaker of the House, and he had spoken with Congressman Mike Simpson's local representative about applying for a conveyance of Bureau of Land Management property. He also had talked with Idaho Power about establishing an overlook of Shoshone Falls in the Snake River Canyons Park.

Commissioner Howell reported Intermountain Communications would handle the radio functioning for the regional emergency communications agency (SIRCOMM). He had also attended a Jerome cemetery board meeting where directors approved a budget.

TANYA STITT—NEW TECH SECURITY QUOTE

Emergency Management Director Tanya Stitt was present.

Commissioner Howell asked Tanya Stitt why she was interested in using grant funds from her office to purchase security cameras and a DVR update for Martha & Mary's Food Pantry, as a follow-up from her request on July 15.

Stitt explained the security system would deter thefts that had been experienced recently and would make it possible to use the pantry in the event of a mass feeding necessity. She had

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consulted the Pantry about obtaining an alarm system as had been preferred by Commissioner Crouch, but she said the Pantry had said such a system would not work for it.

❖ A Motion was made by Commissioner Crouch to go forward with the proposal with upgrading and servicing Martha & Mary's Food Pantry surveillance system for \$1,983.77 as well as obtaining an MOU to have it as a distribution point when necessary. It was seconded and carried with unanimous ayes.

➤ Commissioner Howell asked that Stitt bring the Board a Memorandum of Understanding with the Pantry to use it as a food distribution point if needed by the County.

BUSINESS AND/OR ADMINISTRATIVE MATTERS

The Board signed leave requests for Deserae Jones, Brent Culbertson, and Nancy Marshall.

The Board signed a Direct Deposit Detail dated August 21, 2019, for the August 4, 2019, through August 17, 2019, payroll period, with a grand total of \$123,206.75.

The Board signed a Payroll Claims Approval By Fund dated August 22, 2019, for the August 4, 2019, through August 17, 2019, payroll period, with a grand total of \$137,951.48.

SIGN CLAIMS

Commissioner Crouch signed claims, and the matter was continued until August 27.

CODY CANTRELL—VETERANS REPORT

Veterans Service Office Cody Cantrell was present.

Cody Cantrell recapped his services from his written report covering July 29 to August 26. It included 26 office visits, one home visit, and two State representative visits.

Cantrell said the highlight of training he had attended in Boise was a course on veteran pensions, which he said are the majority of his service efforts.

Cantrell questioned the per diem rates paid for overnight travel according to the Employee & Supervisor Manual. He said State offices pay \$46 or \$49 per day, while the County rate is \$34.50. Commissioner Crouch stated the Federal rate is \$55 per diem.

➤ The Board determined to discuss the per diem rate further on September 3.

Board of Community Guardians: Cantrell reported on his efforts to establish a Board of Community Guardians. He had secured cooperation from the Lincoln County Commissioners and was to meet with the Gooding County Commissioners that day in an effort to establish a tri-county Board. He added that he was to meet with the Rotary Club and a judge in September about the Board establishment.

DESERAE JONES—MISDEMEANOR PROBATION REPORT

Misdemeanor Probation Administrator Deserae Jones was present.

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Deserae Jones presented a letter she had received from the City of Jerome chief of police commending Probation Officer Tyler Worthington for a job well done in assisting in the arrest of a wanted felon.

Jones said the employees in her department had passed their gun qualifications. She questioned changing to smaller firearms, saying they would be easier to shoot and use cheaper ammunition.

- The Board asked Jones to find out the cost of trading firearms.

In answer to Commissioner Crozier's question, Jones said her department was collecting more fees with the mandatory use of the Odyssey program but that the previous system was easier to use.

Jones's written statistics from July included 457 persons on probation and total fees of \$6,927.51 collected. Jones said that the usual reason that closed cases were termed unsuccessful was that the probationer had not paid all his fines but had complied with the other terms of his or her probation.

MARIO UMANA—JUVENILE PROBATION REPORT

Juvenile Probation Administrator Mario Umana was not present because he was making an emergency transport to Boise. His written statistics for July 21, 2019, to August 16, 2019, showed 53 juveniles on probation, no new probationers, and nine cases closed. Fees paid totaled \$650.

MIKE TYLKA—SNAKE RIVER CANYONS PARK

Present were Mike Tylka, Greg Moore, and Kellee Traughber, all representing the Snake River Canyons Park Managing Board. Also present was Jerry Holton.

Park Update: Mike Tylka reported Park Board members would seek to gain some materials offered by the State of Idaho from a rest stop on the freeway. He also said he had requested a bench for the top of Yingst Grade in a grant application by the West Magic Valley Realtors Association.

Also present was Park Board Member Don Zuck.

Tylka proposed that the Commissioners appoint two members to the Park Managing Board, one to replace a resignation, and an additional member to help achieve a quorum at meetings.

- It was determined to advertise to fill at least one position by October.

Tylka presented a revised Five-Year Action Plan for 2020-2025, which included 12 goals and a draft of a sign for the "Ricketts Memorial Trailhead."

Tylka said the mountain biking group is progressing with its plan for a trail and a parking lot on the corner of Silver Beach and Golf Course Roads.

Tylka concluded by reporting that Park Board members were in favor of the Commissioners seeking a conveyance of Bureau of Land Management (BLM) property for the Park.

➤ The Commissioners were to discuss whether to seek conveyances from the BLM on September 3.

Jerry Holton suggested that signs in the Snake River Canyons Park designate where shooting is allowed as well as where it is not. Commissioner Howell explained that the BLM would not allow the County to designate a shooting area.

11:30 A.M. – Commissioner Howell was excused to attend an executive board meeting of the Southern Idaho Economic Development organization. Vice Chairman Ben Crouch presided.

Gun Range: Don Zuck reported he had researched downsizing the gun range from his previous presentation to the Board. He submitted a rough estimate from Bridges Construction Company for building a barb and smooth wire fence for approximately six miles. It listed material at \$20,100 and labor from \$35,000 to \$42,000. He said he would meet with a party in Boise that could be a source of revenue for the Park.

Meeting recessed at 11:42 A.M.

Meeting reconvened at 1:15 P.M. with Commissioners Crouch and Crozier present and Commissioner Crouch presiding.

REVIEW EMPLOYEE MANUAL

The Commissioners read from the Employee & Supervisor Manual, beginning on Page 45, “Full-Time Regular Employees” to the middle of Page 48, “Time Sheet Reporting.”

TERESA ONEIDA AND ANGIE BRIDGE—EMPLOYEE CHRISTMAS PARTY

Teresa Oneida and Angie Bridge, representing the Employee Committee, were present.

Teresa Oneida asked if the County would pay for employee dinners at a Christmas Party set for November 16.

Angie Bridge said funds from the Employee Committee had reserved the Mountain View Barn in support of a County business at an offsite venue.

Commissioner Crouch asked about activities planned for the Party, and Bridge said one of them would be unwrapping a ball filled with small presents. The Commissioner said he would also like the County to sponsor a summer picnic.

❖ A Motion was made by Commissioner Crouch for the County to pay for employee Christmas Party dinners, with guests paid for by the employee. It was seconded and carried with unanimous ayes.

TIM LARSON—AIRPORTS REPORT

Airports Manager Tim Larson was present.

Tim Larson reported two buildings were slated for demolition at the Jerome Airport that week, with the former terminal to be demolished the next week. He said plans were progressing for repairing the Hazelton Airport runway on September 10 and that Albert Lockwood was moving forward with the construction of a hangar at that airport.

Commissioner Crouch asked about the duties of the airport assistant other than snow removal in the winter, and Larson said there were projects he wished to accomplish.

- The Board asked that Larson provide a written itemization of duties.

Fuel Report: Larson presented the Commissioners a report on fuel sales and purchases, as requested by the Board on August 19. He said the mark-ups from the Airport's purchase price vary depending on the usage of the customer.

Cover for Fuel Island: Larson stated he was collecting input of what kind of cover customers would like for the fuel island at the Jerome Airport.

KIM DRURY—REQUEST FOR CONTINUANCE BEYOND 120 DAYS

Social Services Director Kim Drury was present.

Kim Drury requested that the Commissioners approve an extension of a case for a medical applicant. She explained she was requesting extending the case beyond the County's 120-day extension policy because the County would not know what insurance would pay until the patient was no longer under treatment.

The Board determined it would be to the County's advantage to extend the case further.

❖ A Motion was made by Commissioner Crozier to grant a continuation of Case No. 1819-037 for an additional 120 days as recommended by staff. It was seconded and carried with unanimous ayes.

MICHELLE EMERSON—JAIL EXPANSION

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

Commissioner Howell was present by speakerphone.

The body discussed an e-mail received from Mark Heazle with Lombard/Conrad Architects (LCA) regarding a design schedule and estimated design fees for a jail expansion. There was concern about a construction estimate of \$2,759,049 from Starr Corporation.

Commissioner Howell clarified that the figure in question was for three phases of construction, while the Board had determined on August 13 to complete only the first two phases in FY 2019-20, which would cost under \$2 million.

- The Commissioners were scheduled to meet with LCA Architects again on August 27.

Sign Public Defense Commission Grant: Emerson presented for signature a grant agreement with the Public Defense Commission in order to accept grant funds to help pay for public defenders under contract with the County.

❖ A Motion was made by Commissioner Crouch to sign the Public Defense Commission grant per staff recommendation. It was seconded and carried with unanimous ayes.

Scanning: Emerson requested to scan criminal and civil court files, as included in the budget.

❖ A Motion was made by Commissioner Crozier to approve the expense of \$30,000 for the court reporters office for scanning 2008 and 2009 records. It was seconded and carried with unanimous ayes.

Board of Community Guardians, Continued from the A.M.: Cody Cantrell was present to report that he had met with the Gooding County Commissioners, who were willing to establish a Tri-county Board of Community Guardians with Lincoln and Jerome Counties.

➤ He said the next step would be for all nine Commissioners and legal counsel to meet to work out the details of establishing a Board.

3:30 P.M. – Commissioner Howell was present.

COLBY RICKS—ESTABLISHMENT OF A MUSEUM

Colby Ricks was present representing Jerry Young, who operates a museum in Twin Falls County.

Colby Ricks proposed that Jerry Young relocate his museum in Twin Falls County to the location of a proposed overlook of Shoshone Falls in the Snake River Canyons Park.

Commissioner Crozier said it will be necessary to build a road to the proposed site of the museum and parking lot. The Commissioner also noted that the proposed project would need a geotechnical survey, a well, and a septic system.

Ricks continued by providing more information, saying the museum would draw in schoolchildren. He said Young has 40,000 Native American artifacts and animals from around the world and promises of more contributions, with the museum requiring 15,000 square feet. He added that Young would build a paved parking lot and restrooms that would be available without entry to the museum.

The Board said the museum could be a funding source for the Park if the Bureau of Land Management conveys the Park property to the County.

➤ Commissioner Howell said the Commissioners would present Young's idea to the Snake River Canyons Park Managing Board.

EXECUTIVE SESSION

❖ 4 P.M. – A Motion was made by Commissioner Howell to go into executive session per Idaho Code Section 74-206(1)(b) regarding personnel. It was seconded and carried with a unanimous roll call vote.

4:12 P.M. – Return to open session.

The Board took no action following the executive session.

MIKE SEIB—LEGAL COUNSEL

Attorney Mike Seib was present.

Public Defender Contracts: Seib advised that just one sum was appropriate in the public defender contract for Rockne Lammers if the Commissioners desired to include funds for an additional secretary.

The Board considered the contract increases requested.

❖ A Motion was made by Commissioner Howell to sign public defender contracts with Migliuri & Rodriguez, Rockne Lammers (2, including conflict cases), and Mark Coppin. It was seconded and carried with unanimous ayes.

Reimbursement Amounts in the Employee Manual: Seib counseled that the Commissioners could vote to change reimbursement amounts in the Employee & Supervisor Manual without signing a resolution because the rates were part of the Appendix.

➤ The Commissioners were to discuss rate changes on September 3.

Urban Renewal Agency Request: Commissioners Howell and Crozier discussed a request from August 19 to provide mapping services from the County Planning and Zoning Department. Commissioner Crouch did not participate in the discussion because of his relationship with the company needing maps.

Seib advised that ABC Agra in need of mapping services was a private company, which was different from a government entity requesting services.

Commissioner Howell said providing mapping services would not be one agency helping another but rather the government helping a private company, to which Commissioner Crozier agreed.

❖ A Motion was made by Commissioner Howell to deny the request for the County GIS to assist Outwest Policy Advisors as a private company. It was seconded and carried with unanimous ayes.

APPROVE CLAIMS

This matter was continued until August 27.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Howell to approve the minutes of July 2, August 13, and August 19 as read and August 12 as amended. It was seconded and carried with unanimous ayes.

The second paragraph under “Department Heads Luncheon Meeting” of the August 12 minutes was amended as follows: Commissioner Crouch informed the department heads that the Board had budgeted for two percent cost of living wage increases for all employees from the FY 2019-20 budget, with discretionary raises up to seven percent *including the two percent cost of living/PERSI* increase to be determined by department heads.

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. 1819-117. Denied were Case Nos. 1819-109; 1819-098; 1819-106; and 1819-107; dismissed was Case No. 1415-106.

Meeting adjourned at 5:05 P.M.

Respectively submitted:

Jane White, Deputy Clerk

Charles M. Howell, Chairman

A. Ben Crouch, Vice Chairman

John Crozier, Commissioner