

## **JEROME COUNTY COMMISSIONERS**

Tuesday, September 4, 2018

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

Meeting convened at 9:04 A.M.

### **COMMISSIONER REPORTS**

Commissioner Morley reported directors of the Southern Idaho Regional Solid Waste District had written a five-year plan for a future board's reference. He had also met with the County airports consultant and the interim manager about the difference in estimates for the design to rehabilitate the Jerome Airport runway. They had determined most of the difference was in travel expenses and were to send a record of negotiation to the Federal Aviation Administration. The Commissioner also reported connecting a loose wire on the loader at the Airport could be the remedy to its malfunction.

Commissioner Howell reported from an auction of tax-deeded properties. He said the County had received more funds than anticipated and that some of the former property owners would receive a reimbursement. He had also met with City of Jerome officials, the Fair manager, and the chairman of the Fair Board about how to address excess noise from events held at the Fairgrounds. The Board was to receive an update from the officials on October 1.

### **NANCY MARSHALL—RETIREMENT PLANS**

Planning and Zoning Assistant Administrator Nancy Marshall was present.

Marshall reported she was waiting for more information about the potential cost of a retirement party for the Planning and Zoning administrator. The matter was continued until later in the day.

Marshall asked when she could address the Board about expenses to advertise an updated Comprehensive Plan.

❖ A Motion was made by Commissioner Howell to amend the agenda to discuss Comp Plan expenses. It was seconded and carried with unanimous ayes.

### **COMP PLAN EXPENSES**

Planning and Zoning Assistant Administrator Nancy Marshall was present.

Marshall reported publicizing the proposed and updated Comprehensive Plan would cost up to \$800. She added that the Planning and Zoning Office would hold public meetings about the Plan before a public hearing.

❖ A Motion was made by Commissioner Morley to approve \$800 for a Comprehensive Plan video. It was seconded and carried with unanimous ayes.

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### **SET AIRPORT MANAGER INTERVIEWS**

The Board reviewed applications for manager of the Jerome airports and determined to interview four candidates on September 10.

### **SIGN LETTER TO CALBO & DePEW**

The Board signed a letter to Brad Calbo and Stacey DePew accepting the termination of their contract as public defenders, effective November 1, 2018.

### **APPROVE TIME RECORDS**

The Board signed Time Records for the August 19 through September 1 payroll period for Art Brown, Cody Cantrell, Brent Culbertson, Deserae Jones, Justin McMillan, and Mario Umana.

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

The Board signed eight Time Clock Correction forms for Cody Cantrell.

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

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

Extension Educator Steve Hines was present. He explained he was available only in the morning and that Extension Educator Gretchen Manker would attend the County budget hearing that evening. Also present was Ben Crouch.

Hines expanded on his monthly written report. His duties in September had included field trial work, Fair activities, and vole complaints. He also detailed activities of Manker, Celia Villacana (community nutrition advisor), and Tina Miller (4-H coordinator).

Hines stated that he needed to meet with the Fair Board about unacceptable activities during the recent Fair and that he was ticked off that he was not invited to fair board evaluations, as had been previously determined.

### **ART BROWN—EDEN AREA OF CITY IMPACT**

Planning and Zoning Administrator Art Brown, P&Z Assistant Administrator Nancy Marshall, and Attorney Mike Seib were present. Also present was Ben Crouch.

Marshall said the Planning and Zoning Commission had made recommendations on three applications.

Seib advised the Board to take no action on the Commission's recommendations because the County had determined the current Area of Impact was sufficient and had previously notified the City of Eden that negotiations were no longer necessary.

The Commissioners agreed, and Brown said the Planning and Zoning Office would close the files.

**TEVIAN EKREN-KOBER—SIGN QUIT CLAIM DEEDS FOR TAX-DEEDED PROPERTIES**

Treasurer Tevian Ekren-Kober and Deputy Clerk Cy Lootens were present. Also present was Ben Crouch.

Ekren-Kober brought four quitclaim deeds for the Board to sign as a result of an auction of tax-deeded properties the previous week.

The first deed was for bare ground in Jerome previously owned by Debra Ray. The minimum bid to cover taxes owed was \$6,797.73; the County received \$15,200 for the lot.

❖ A Motion was made by Commissioner Howell to approve the quitclaim deed for Parcel No. RPJ13700420030. It was seconded and carried with unanimous ayes.

The second deed was for property in Jerome previously owned by Robin Rucker; its minimum bid was \$4,121.64, with the auction netting \$15,000.

❖ A Motion was made by Commissioner Howell to approve the quitclaim deed for Parcel No. RPJ17360000140. It was seconded and carried with unanimous ayes.

Ekren-Kober stated the next deed was for a lot in Hazelton with a mobile home on it that had been declared of no value; the previous owner was Gwen Traylor. The County received the minimum bid of \$1,724.91.

❖ A Motion was made by Commissioner Howell to approve the quitclaim deed for Parcel No. RPH3450028001A. It was seconded and carried with unanimous ayes.

Ekren-Kober said that she would submit the proceeds from a lot in Jerome with a house on it to the State of Idaho because the owners Leslie Wilson and Rose Wilson were deceased. The minimum bid was \$10,918.76, and the new owner paid \$32,000 for the property.

❖ A Motion was made by Commissioner Howell to approve the quitclaim deed for Parcel No. RPJ14090020050. It was seconded and carried with unanimous ayes.

Lootens notarized the deeds.

**TANYA STITT—EQUIPMENT COSTS**

Emergency Management Director Tanya Stitt and Clerk/Auditor/Recorder Michelle Emerson were present. Also present was Ben Crouch.

Stitt requested funding for a generator at the Courthouse, two batteries for the Search & Rescue vehicle, and upgrades to a communications tower at the sheriff's office, which needs she had brought to the Board on August 20.

Emerson advised the generator funds could be taken from the General Repairs/Maintenance budget line; the battery purchase from the General Justice budget; and the tower from the Justice Contingency line.

Commissioner Roemer asked if Stitt had obtained more than one bid for the communications tower upgrade, to which Stitt replied she believed Intermountain Communications had provided a wealth of information and probably the best price. She added that another company had not given good information and was far higher on a bid for a previous project.

❖ A Motion was made by Commissioner Howell to approve the expenditures of \$1,952.94 for a Courthouse generator, batteries for \$355.98 for the Search & Rescue vehicle, and the sheriff's office green 41 channel tower upgrade of \$13,271.61. It was seconded, followed by discussion from Commissioner Roemer that she wanted another cost estimate for the tower. The motion carried with unanimous ayes.

Commissioner Howell asked Stitt about the Board's request for her to investigate how to use the tower on Highway 93, including use by ham radio operators. She said either the County or the ham radio operators could fund equipment for the tower. She also said the County has the authority to sell space on its tower,

Commissioner Roemer stated the County had made commitments to the ham radio operators that it needed to follow. Stitt agreed that she could assist in finding equipment for the radio operators.

Meeting recessed at 11:34 A.M.

Meeting reconvened at 1:19 P.M.

### **BRENT CULBERTSON AND MICHELLE EMERSON**

Maintenance Supervisor Brent Culbertson and Clerk/Auditor/Recorder Michelle Emerson were present.

**Ambulance Furnace:** Culbertson explained the need for a new furnace unit in the ambulance building owned by the County. He said the new ambulance on order was longer than the one it is replacing and would not fit in its ambulance bay without removing the furnace. He added that the furnace could be used in the new shop at the jail with a gas connection.

❖ A Motion was made by Commissioner Howell to approve the purchase of a new gas unit heater for the ambulance building, not to exceed \$1,500. It was seconded and carried with unanimous ayes.

**Annex Remodeling:** Culbertson reviewed bids that had been received for remodeling at the Judicial Annex Building. He said their total would exceed \$386,000.

Emerson stated the total presented by Culbertson would exceed the \$350,000 budgeted for the building fund and suggested to complete Project 1 in FY 2018-19 and then budget for remodeling the prosecutor's office in the next budget year.

Commissioner Roemer asked Emerson if money received from the federal government in lieu of taxes (PILT) could help with funding remodeling. Emerson said those funds are distributed to the General and the Justice Funds as needed throughout the year.

❖ A Motion was made by Commissioner Howell to proceed with Project 1 in the amount of \$254,022, which will include ADA accessibility, entry security, Courtroom 4, and a classroom at the Judicial Annex Building. It was seconded and carried with unanimous ayes.

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

Clerk/Auditor/Recorder Michelle Emerson was present.

**PILT Class Action Lawsuit:** Emerson asked the Board if the County wanted to join a class action lawsuit against the federal government. She said it could possibly net the County \$10,000 for funds in lieu of taxes (PILT).

- The Board agreed for Emerson to fill out the paperwork to join the lawsuit.

**Levy Approval Procedure:** Emerson asked whether the Board would hold a special meeting to approve 2019 levies to allow time for verifying and mailing the levy amounts to the Idaho State Tax Commission before the deadline.

- The Board agreed to meet on Friday, September 14, at 9 A.M.

Emerson presented the Board the number of cases filed with the Fifth Judicial District in both 2016 and 2017 as information to use when fulfilling the public defender contract of Calbo & DePew.

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

Interim Airports Manager Justin McMillan, JUB Airport Consultant Kent Atkin, Planning and Zoning Assistant Administrator Nancy Marshall, and P&Z Permit Technician Sharde McMillan were present.

Atkin advised about a letter to the Federal Aviation Administration regarding a contract for designing runway rehabilitation at the Jerome Airport.

**Report:** McMillan reported about miscellaneous repairs ongoing at the Jerome Airport. He advised that the contract the County signed with QT POD for a new fuel terminal included a cellular kit but that the company would not charge for it if the County determined it was not needed.

- Commissioner Morley requested a map of the underground lines at the Jerome Airport for future reference.

**Loader Quote:** McMillan said he expected the loader to function properly since a wire had been tightened.

**Courtesy Car:** McMillan reported the car dealership had suggested \$2,000 in repairs to the Airport courtesy car but that he was most concerned about repairing the brakes.

Commissioner Roemer questioned about upgrading the car, but McMillan believed it was sufficient until necessary repairs would cost more than the car is worth.

❖ A Motion was made by Commissioner Howell to authorize the repair of the brakes on the Airport courtesy car, not to exceed \$700. It was seconded and carried with unanimous ayes.

**Power Line Agreement with Precision Aviation:** McMillan stated the Mark Doer with Precision Aviation was preparing a bid for the County's portion of moving a power line.

**NANCY MARSHALL—RETIREMENT PLANS, Continued from A.M.**

Planning and Zoning Assistant Administrator Nancy Marshall and P&Z Permit Technician Sharde McMillan were present.

Marshall had information about costs for a taco bar and a cake at the retirement party for the present Planning and Zoning administrator.

❖ A Motion was made by Commissioner Howell to approve an expenditure of up to \$1,000 for a Retirement Party for Art Brown. It was seconded and carried with unanimous ayes.

**MIKE SEIB—LEGAL COUNSEL**

Attorney Mike Seib was present.

**QT POD Subscription Service Agreement:** The Board was still awaiting a revised agreement for a new fuel terminal at the Jerome Airport.

**Discuss Executive Session Procedures:** Seib advised about having a record of executive sessions.

**Decision for Roy Prescott Variance (recorded):** Commissioner Howell continued a hearing held on August 27 regarding a request from Roy Prescott for a setback variance for a cattle barn.

The Board reviewed the Written Decision prepared by Seib to approve the variance.

❖ A Motion was made by Commissioner Howell to sign the decision as written for the Roy Prescott variance. It was seconded and carried with unanimous ayes.

**Contract for Pathology Services:** Seib said he would follow up on a revised contract for pathology services with Ada County.

**Public Defender Contract:** Commissioner Roemer sought advice on offering a contract to new public defenders.

## **READ AND APPROVE MINUTES**

❖ A Motion was made by Commissioner Roemer to approve the minutes of August 27 as presented. It was seconded and carried with unanimous ayes.

## **INDIGENT MATTERS**

Social Services Director Kim Drury was present.

Drury questioned whether to release a lien for a client who had not paid anything on his account with Social Services since its inception eight years ago. She said she had spoken with the collection agency about the bill and that it was expecting a wage assignment. Drury said she would return after verifying the assignment.

➤ Drury was present and said to continue the request until September 10.

❖ A Motion was made by Commissioner Roemer to approve the indigent as presented. It was seconded and carried with unanimous ayes. Approved were Case Nos. 1718-045; 1718-054; and 1718-055. Denied were Case Nos. 1718-088; 1718-080; and 1718-079.

Meeting recessed at 3:30 P.M.

Meeting reconvened at 5:15 P.M. with Commissioners Howell and Morley present.

## **PUBLIC HEARING—PROPOSED FY 2018-19 COUNTY BUDGET (recorded)**

Present were Clerk/Auditor/Recorder Michelle **Emerson**, Chief Deputy Clerk Tracee **McKim**, Juvenile Probation Administrator Mario **Umana**, Interim Airports Manager Justin **McMillan**, Sheriff George **Oppedyk**, Extension Educator Gretchen **Manker**, Chief Deputy Sheriff Gary **Taylor**, Misdemeanor Probation Administrator Deserae **Jones**, Planning and Zoning Administrator Art **Brown**, Fair Manager Jamie **Rupert**.

No one from the public was present.

Commissioner Howell opened the public hearing. He said the Board had appreciated the staff's cooperation and ideas for the FY 2018-19 budget.

Emerson related the amount of the total budget, less an unexpended balance and other revenue, and the net from taxes.

Commissioner Morley asked Emerson for a clarification of the numbers.

Sheriff Oppedyk thanked Emerson and McKim for their time in working with the sheriff's department to prepare a proposed budget and also thanked the Board for its generosity incorporated into the budget.

Rupert agreed that Emerson had been helpful in meeting with her before she presented her budget requests.

Brown echoed that he had appreciated Emerson consulting all the department heads regarding their proposed budgets.

Commissioner Howell said the County's prized possession was its employees.

❖ A Motion was made by Commissioner Morley to accept the 2018-19 Budget as written at \$15,734,149, less an unexpended balance of \$2,934,764 and other revenue of \$4,843,400, with a net of \$7,955,985 from taxes. It was seconded, followed by discussion that the new budget provided for a cut back in business at the Fairgrounds and remodeling at the Judicial Annex Building as well as a new business and fueling terminal at the Jerome Airport. The Motion carried with unanimous ayes.

The Board signed Resolution 2018-13.

Commissioner Howell reminded those present of a retirement party for Planning and Zoning Administrator Art Brown on September 28 from 5-7 P.M. at the Fairgrounds, with a short ceremony at 6 P.M.

**RESOLUTION NO. 2018-13**

**JEROME COUNTY BUDGET FOR FISCAL YEAR 2018-2019**

WHEREAS, Notice of Publication having been heretofore given on the 16th day of August, 2018, setting a public hearing where any taxpayer of the County of Jerome could appear and be heard upon any part or parts of the Jerome County Tentative Budget for the Fiscal Year 2018-2019; and

WHEREAS, said hearing was held on the 4th day of September, 2018, at 5:15 o'clock p.m. in the Commissioners' Room at the Jerome County Courthouse at Jerome, Idaho, pursuant to Idaho Code Section 31-1606; and

WHEREAS, the Board of County Commissioners of Jerome County having duly considered said budget;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF JEROME, STATE OF IDAHO, that the Fiscal Year 2018-2019 Jerome County Budget is approved as advertised and as is fully set out in the attachment hereto and by this reference incorporated herein.

Total Budget	\$15,734,149.00
Less Unexpended Balance	\$ 2,934,764.00
Less Other Revenue	\$ 4,843,400.00
Net From Taxes	\$ 7,955,985.00

DATED This 4<sup>th</sup> day of September 2018.

ATTEST:

/s/ Michelle Emerson  
Michelle Emerson, Clerk

/s/ Charles M. Howell  
CHARLES M. HOWELL, Chair

(absent)  
CATHERINE M. ROEMER, Commissioner

/s/ Roger M. Morley  
ROGER M. MORLEY, Commissioner

Commissioner Howell closed the public hearing.

**PUBLIC HEARING—PROPOSED FY 2018-19 AMBULANCE BUDGET (recorded)**

Present were Clerk/Auditor/Recorder Michelle Emerson and Chief Deputy Clerk Tracee McKim. Present from the public was Ben Crouch.

Commissioner Howell opened the public hearing.

Commissioner Howell said the total ambulance budget had been reduced from \$779,523 to \$534,523 and the cash on hand from \$264,731 to \$19,731, with the net amount of \$514,792 from taxes remaining the same.

No one from the public offered comment.

Commissioner Howell said the County did not increase the ambulance levy but was still able to give St. Luke's the three percent increase required in its contract for emergency medical services (EMS) and to buy an ambulance for the hospital.

❖ A Motion was made by Commissioner Morley to accept Resolution 2018-14 for the FY 2018-19 ambulance budget. It was seconded, followed by discussion in which Commissioner Morley complimented Emerson and McKim for helping the Board to decrease taxes, and carried with unanimous ayes.

**RESOLUTION NO. 2018-14**

**JEROME COUNTY AMBULANCE BUDGET  
FOR FISCAL YEAR 2018-2019**

WHEREAS, Notice of Publication having been heretofore given on the 16th day of August, 2018, setting a public hearing where any taxpayer of the County of Jerome could appear and be heard upon any part or parts of the Jerome County Tentative Ambulance Budget for the Fiscal Year 2018-2019; and

WHEREAS, said hearing was held on the 4th day of September, 2018, at 5:30 o'clock p.m. in the Commissioners' Room at the Jerome County Courthouse at Jerome, Idaho, pursuant to Idaho Code Section 31-1606; and

WHEREAS, the Board of County Commissioners of Jerome County having duly considered said budget;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF JEROME, STATE OF IDAHO, that the Fiscal Year 2018-2019 Jerome County Ambulance Budget is approved as advertised with the following amendments.

Reduce total budget from \$779,523.00 to \$534,523.00  
Reduce cash on hand from \$264,731 to \$19,731.00  
Net taxes remains the same \$514,792.00

See attached publication in the appropriate newspaper and by this reference incorporated herein.

DATED This 4th day of September 2018.

ATTEST:

Michelle Emerson  
Michelle Emerson, Clerk

/s/ Charles M. Howell  
CHARLES M. HOWELL, Chair

(absent)  
Catherine M. Roemer, Commissioner

/s/ Roger M. Morley  
Roger M. Morley, Commissioner

Commissioner Howell closed the public hearing.

Meeting adjourned at 5:40 P.M.

Respectively submitted:

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Jane White, Deputy Clerk

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Charles M. Howell, Chairman

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Catherine M. Roemer, Commissioner

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Roger M. Morley, Commissioner