

JEROME COUNTY COMMISSIONERS

Monday, September 17, 2018

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

Meeting convened at 9:03 A.M.

COMMISSIONER REPORTS

Commissioner Morley reported from a Jerome 20/20 meeting that he had confidence in the group's endeavors to attract economic development to Jerome County. He had also spoken with the new CEO of the St. Alphonsus Hospital in Boise about the possibility of services from that hospital in Jerome County. In addition, he had consulted the director of the Southern Idaho Solid Waste District about the District's meeting in Boise; he had been concerned about putting grass clippings in non-municipal landfills.

Commissioner Howell reported he had offered the position of County airports manager to Timothy Larson and that he was to begin on October 1. He had also visited with the current interim manager, asking him to continue to offer his good ideas about the airports under the new management.

Commissioner Howell said the City of Jerome had made a presentation at the Jerome 20/20 meeting about how it would accommodate recruiting another wet industry to the County. He said the City hopes to close out its oldest Urban Renewal District within two years and use the tax revenue gained to upgrade its wastewater disposal system.

Commissioner Howell said U.S. Senator Mike Crapo had toured the regional SIRCOMM (emergency communications) facility in Jerome and had invited the director to address Congress about help through federal aid.

Commissioner Howell had also attended an Idaho Power subcommittee regarding power usage in the Magic Valley and said that the members had addressed updating the company's ten-year plan.

CODY CANTRELL—LEAVE REQUEST

Veterans Service Officer Cody Cantrell was present. Also present was Ben Crouch.

Cantrell offered a leave request for three weeks from September 24 until October 15.

The Board signed the request following a discussion of how Cantrell would notify the public and refer veterans to the State service officer in Twin Falls.

MICHELLE EMERSON—CLERK MATTERS

Clerk/Auditor/Recorder Michelle Emerson was present.

Monday, September 17, 2018

Page 1 of 8

ICRMP Insurance Renewal: Emerson presented a renewal policy for the Policy Year 2018-19 with ICRMP (Idaho Counties Risk Management Program) for liability insurance.

❖ A Motion was made by Commissioner Roemer to authorize the chairman to sign the ICRMP insurance renewal contract. It was seconded and carried with unanimous ayes.

Designate Polling/Precinct Places: Emerson presented a resolution setting the polling places for the upcoming November 6 General Election, saying the polling places had not changed since the last election.

❖ A Motion was made by Commissioner Morley to approve Resolution 2018-15, Designated Polling Places, as written. It was seconded and carried with unanimous ayes.

RESOLUTION 2018-15

DESIGNATED POLLING PLACES

November 6, 2018

WHEREAS, the Jerome County Commissioners having received a request from County Clerk Michelle Emerson to designate polling places for the precincts for the upcoming November 6, 2018, election; and

THEREFORE, BE IT HEREBY RESOLVED by the Board of County Commissioners for Jerome County, State of Idaho, the designated polling places stated below shall be the designated polling places as required by Idaho Code Section 34-302.

Precincts

Polling Places

#1 Bishop-Court	Episcopal Parish Hall, 201 South Adams, Jerome, Idaho
#2 Canyonside	Jerome Recreation District, 2032 South Lincoln Avenue, Jerome, Idaho
#3 Eden	First Segregation Fire District, 235 East Wilson, Eden, Idaho
#4 Falls City	Ascension Priory, 541 East 100 South, Jerome, Idaho
#5 Hazelton	Hazelton City Hall, 246 Main Street, Hazelton, Idaho
#6 Northeast	Jerome City Library, 100 First Avenue East, Jerome, Idaho
#7 Northwest	Jerome School District #261 Administration Building. 125 Fourth Avenue West (Old Middle School Gym), Jerome, Idaho
#8 Rimrock	Jerome Recreation District, 2032 South Lincoln Avenue, Jerome, Idaho
#9 Shepherd-View	Jerome Middle School, 520 Tenth Avenue West, Jerome, Idaho
#10 Southeast	Jerome School District #261 Administration Building. 125 Fourth Avenue West (Old Middle School Gym), Jerome, Idaho
#11 Southwest	Jerome School District #261 Administration Building. 125 Fourth Avenue West (Old Middle School Gym), Jerome, Idaho

Monday, September 17, 2018

Absentee/Early Voting

Jerome County Courthouse, 300 North Lincoln Avenue, Room 301,
Jerome, Idaho

DATED this 17th day of September 2018.

Michelle Emerson
Michelle Emerson, Jerome County Clerk

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

(S E A L)

/s/ Catherine M. Roemer
Catherine M. Roemer, Commissioner

/s/ Roger M. Morley
Roger M. Morley

Levy Certification for West End Fire: Chief Deputy Clerk Tracee McKim was present. Emerson followed up from September 14 when the Commissioners had certified the County levies based on 2018 valuation, saying that she was adding the levy for the West End Fire District because it had needed extra time to make some corrections.

❖ A Motion was made by Commissioner Morley to approve the 2018 Certificate of Levies for Jerome County, with adjustments for the West End Fire levy, and to allow Michelle Emerson to sign. It was seconded and carried with unanimous ayes.

TRACEE MCKIM—COMPUTER ARTS CONTRACT

Chief Deputy Clerk Tracee McKim was present. Also present was Ben Crouch.

McKim presented a renewal contract for technology services from Computer Arts. She said the only change to the contract from the present one was an additional \$750 annual fee for an Odyssey connection.

❖ A Motion was made by Commissioner Howell to sign a contract with Computer Arts, Master Agreement for Software and Support License. It was seconded and carried with unanimous ayes.

McKim advised about employee time keeping on the computer program designed for Jerome County by Computer Arts. She said the two departments piloting it were not using it because it did not give them what they needed.

NANCY MARSHALL—P&Z MATTERS

Planning and Zoning Assistant Administrator Nancy Marshall was present. Also present were Ben Crouch and Ron Posey.

Wage Change Form: Marshall submitted an Employee Wage Change form for the Commissioners to approve her salary as of October 1, 2018, when she becomes the Planning and Zoning Office administrator. The Board also signed forms to increase the salaries of other P&Z employees Stephanie Aslett, Kacie Buhler, Richard Kirsch, Sharde McMillan, and Mark Reyes effective October 1, as approved by the Board on September 10.

Bill for Comprehensive Plan Video: Marshall reported the invoice from Jason Turner Video was \$47 more than the Board had authorized on September 4. She explained that the extra charge was for an employee compensation cost.

❖ A Motion was made by Commissioner Morley to allow Nancy Marshall to pay \$847 for the Jason Turner video. It was seconded, followed by discussion that \$800 had been previously approved, and carried with unanimous ayes.

Commissioner Roemer expressed two concerns about the video, which were shared by Marshall, but Marshall said the public had made good comments about it.

❖ A Motion was made by Commissioner Howell to amend the agenda to add Ron Posey on behalf of the American Legion. It was seconded and carried with unanimous ayes.

RON POSEY—AMERICAN LEGION MEMORIAL HALL

Fair Manager Jamie Rupert and Planning and Zoning Assistant Administrator Nancy Marshall were present. Also present were Ben Crouch and Ron Posey, commander of the Jerome American Legion post.

Posey requested that the County pay for refinishing the floor of the American Legion War Memorial Hall in Jerome. He said there was an initial problem with the finish but that the finisher had repaired it and that he was satisfied with the result.

➤ Commissioner Howell said he would research the County budget and follow up with Posey.

JAMIE RUPERT—CAPITAL IMPROVEMENT PROJECTS

Fair Manager Jamie Rupert was present. Also present was Ben Crouch.

Rupert presented capital improvements accomplished at the Fairgrounds and requested that the County reimburse the Fair from the Fair Capital budget line. Expenditures included gravel and paint as well as new house, back pens, and kitchen updates. Rupert said the Fair staff, volunteers, and an inmate work crew had done the labor.

❖ A Motion was made by Commissioner Morley to allocate not more than \$9,775.85 for unexpected capital improvements at the Fairgrounds, out of the Fair Capital budget line. It was seconded, followed by discussion that the fair manager seeks approval for expenditures from the Fair Capital line in advance of the work performed in the future, and carried with unanimous ayes.

➤ Rupert said she and the County sheriff would like to address the Board about security expenses during the Fair, and the matter was later put on the September 24 agenda.

QT POD CELLULAR KIT DISCUSSION

Commissioner Morley reported that he had spoken with a representative from QT POD (Petroleum on Demand) about the option of including a cellular kit with the new fuel server that QT POD is building for the Jerome Airport. He said there were advantages of including the kit in a service agreement with the company.

MEMORANDUM OF UNDERSTANDING WITH ST. LUKE'S JEROME

The Board was in receipt a Memorandum of Understanding with St. Luke's Jerome in which the hospital agreed to provide indigent care regardless of ability to pay; the Board referred the memo to its legal counsel.

APPROVE TIME RECORDS

The Board signed Employee Time Records for Arthur Brown, Cody Cantrell, Brent Culbertson, Deserae Jones, Justin McMillan, and Mario Umana.

BUSINESS AND/OR ADMINISTRATIVE MATTERS

The Board signed a Claims Approval Report dated September 11, 2018, for the Insurance Deductible Trust, with a grand total of \$240.98.

The Board signed Employee Wage Change forms increasing the salaries for Juvenile Probation Department employees Mario Umana, Maria Torres, Camille Tracy, Pablo Ramirez, and Stephanie Callen, all effective October 1, 2018.

The Board signed Employee Wage Change forms increasing the salaries for Prosecutor Office employees Michael Seib, Laverne Shull, Tammy Walker, Melanie Spencer, Juana Arteaga, Kelle Lloyd, Audrey Sims, Sandra Scott, and Eileen McDevitt, all effective October 1, 2018.

The Board signed Employee Wage Change forms increasing the salaries for Fair employees Jamie Rupert, Mike Dick, and Ron Kessler, all effective October 1, 2018.

The Board signed Employee Wage Change forms increasing the salaries for Treasurer Office employees Tevian Kober, Christina Lagle, and Taylor Perkins.

The Board signed Employee Wage Change forms increasing the salaries for Assessor Office employees Rick Haberman, Tanzy McCool, Stacy Elmore, Susan Pohanka, Tracy Perkins, Sabrina Henderson, Lucy Noble, Janie Myers, Javier Paredez, and Ron Stohler.

The Board signed Employee Wage Change forms for custodians David Cooper, Lacey Carnell, and Cindy Carnell.

The Board signed an Employee Wage Change form to hire Timothy Larson as the airports manager, effective October 1, 2018.

The Board signed Employee Wage Change forms to hire Alan Winterholler as a detention deputy sheriff and Jasmine Hernandez as a part-time janitor at the Judicial Annex Building.

The Board signed a leave request for Mario Umana.

JOSH MARTIN—SNAKE RIVER CANYONS PARK CLEAN-UP

Present were Josh Martin, representing the Southern Idaho Off-Road Association, Ben Crouch, and Don Zuck.

Martin presented expenses for a clean-up day held in the Snake River Canyons Park. He said about a \$500 expense had been saved because of the donation of two loaders by Coastline Equipment. He reported on the efforts made on the clean-up day and said volunteers had gathered much refuse left from the public shooting objects.

❖ A Motion was made by Commissioner Morley to pay the Southern Idaho Off-Road Association \$360 for 2018 clean-up expenses. It was seconded and carried with unanimous ayes.

BRENT CULBERTSON—TOWER PROPERTY CLEAN-UP ASSESSMENT

Maintenance Supervisor Brent Culbertson was present.

Commissioner Roemer read an e-mail from Terry Fletcher with the ham radio operators association apprising the Board of the extent of weeds in the tower enclosure on Highway 93. He said they were a hazard and beyond regular maintenance offered by his association.

➤ Culbertson said he had assessed the site and would discuss with Sheriff Oppedyk using a work crew to clean the area.

JUSTIN McMILLAN—AIRPORTS REPORT

Interim Airports Manager Justin McMillan was present.

Report: McMillan reported labor and parts in addition to a new motor for the hose reel at the Jerome Airport fuel terminal would be \$762, bringing the total to \$2,754.95, which could be paid from the 2018-19 budget. He added that the cost of repairing the brakes on the courtesy car was \$427.48 rather than the \$700 authorized by the Board on September 4.

QT POD Subscription Service Agreement: The Board approved a service agreement for a new fuel terminal that included a cellular kit with QT POD, LLC, as discussed that morning.

❖ A Motion was made by Commissioner Howell to sign the Subscription Service Agreement with QT POD and the Jerome County Airport. It was seconded and carried with unanimous ayes.

Bid for Dump Truck Repair: McMillan said he had not found an automotive repair company willing to give a quote to repair the transmission on the dump truck at the Jerome Airport.

MIKE SEIB—LEGAL COUNSEL

Attorney Mike Seib and Clerk/Auditor/Recorder Michelle Emerson were present.

QT POD Subscription Service Agreement: This agreement had been signed during Justin McMillan's time.

Contract for Pathology Services: Seib approved signing the new agreement for pathology services from Ada County. Signing was added to the September 24 agenda.

Public Defender Contracts: Emerson advised the Board to review Gooding County statistics regarding payment of public defenders because that county employs its attorneys in house.

St. Luke's Memorandum of Understanding, continued from earlier in the day: Seib advised the Board to sign the memorandum, which did not differ from the current one. Signing was added to the September 24 agenda.

Wage Increases: The Board agreed that the reasons for wage increases approved in the FY 2018-19 County Budget would be termed "Other" because the Commissioners had not requested employee evaluations in order to give merit raises. They had determined the formula for raises would be seven percent for employees earning less than \$40,000 per year and five percent for employees earning more than \$40,000 a year; elected officials would receive three percent raises.

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. 1718-082. Denied were Case Nos. 1718-089; 1718-087; 1718-084; 1718-085; 1718-086; and 1718-090; dismissed were Case Nos. 1718-062 and 1718-076.

Commissioner Roemer was excused at 12:05 P.M.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Howell to approve the minutes of September 10 and September 14 as read. It was seconded and carried with unanimous ayes.

BUSINESS AND/OR ADMINISTRATIVE MATTERS, Continued

Commissioners Howell and Morley signed Employee Wage Change forms increasing the salaries effective October 1, 2018, for the following sheriff deputy patrol employees: Rick Bohling, Rick Scruggs, Mike Mulliner, Robert Nicholson, Craig Crouse, Tom Reid, Miguel Noriega, David Edwards, Roger Sedlmayr, John Wood, Matthew Spencer, Gary Taylor (chief deputy), Michael Guest, Jason Wethern, Chris McRoberts, Matt West, David Olson (detective), Chad Kingsland (detective), and Teresa Thiemann (detective).

Commissioners Howell and Morley signed Employee Wage Change forms increasing the salaries effective October 1, 2018, for sheriff office employees Kelsey Ordaz, Teresa Oneida, and Leticia Beltran-Gomez.

Commissioners Howell and Morley signed Employee Wage Change forms increasing the salaries effective October 1, 2018, for deputy sheriff detention employees Marisela Ibarra (administrator), Troy Tolman, Karen Van Holland, Kirsten Howard, Tasha Goodwin, Tyson

Monday, September 17, 2018

Page 7 of 8

Demaray, James Ridgway, Brad Sawyer, Makaylee Booth, Edward Huapaya, Austin Rasmussen, Jacob Bennett, Micaela Glauner, Darwin Lenker, Austin Dixon, Desea Lance, Tori Alvarez, Johnethan Davis, Jacob Ewing, and Mitch Butori.

Commissioners Howell and Morley signed Employee Wage Change forms increasing the salaries effective October 1, 2018, for court security deputies Ashley Casey, Jose Lopez, Eric Jackson, Dean Dekruyf, and Cory Kehrer.

Meeting adjourned at 12:18 P.M.

Respectively submitted:

Charles M. Howell, Chairman

Jane White, Deputy Clerk

Catherine M. Roemer, Commissioner

Roger M. Morley, Commissioner