

JEROME COUNTY COMMISSIONERS

Monday, November 4, 2019

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

Meeting convened at 9 A.M.

COMMISSIONER REPORTS

Commissioner Howell reported that the SIRCOMM (emergency communications) agency had hired a deputy director and that the chief deputy sheriff was filling in as director. He also reported he had attended a six-month review of new Magistrate Judge Benjamin Harmer.

Commissioners Crozier and Crouch had attended an Extension Office Advisory Board meeting where they had heard presentations from Steve Hines, Gretchen Manker, and Tina Miller.

Commissioner Crozier had participated in a conference call with board directors of Region IV Development to approve appointment of Jeff McCurdy as president of the agency. He had also talked with Lois Chapman, who was still not satisfied with the operations of her neighbor. The Commissioners agreed to ask the planning and zoning administrator if there were any violations of the zoning code regarding Chapman's neighbor.

VOTE FOR MID-SNAKE RESOURCE CONSERVATION & DEVELOPMENT COUNCIL MEMBER

The Board was in receipt of a ballot to elect members to the Mid-Snake Resource Conservation & Development 2020 Executive Council.

❖ A Motion was made by Commissioner Crozier to authorize to vote for Steve O'Connor, chairman; Jack Johnson, vice chairman; and Ida Clark, secretary-treasurer as officers on behalf of the Board of Commissioners.

DECISION—RECLINERS FOR PARAMEDICS

The Board had received a request from James Pennington for the County to purchase two recliners for paramedics to use at the ambulance building owned by the County.

The Commissioners discussed the appropriateness of purchasing the recliners.

❖ A Motion was made by Commissioner Crozier to provide half the cost of the two recliners requested. It was seconded and carried with unanimous ayes.

BUSINESS AND/OR ADMINISTRATIVE MATTERS

The Board signed wage change forms to hire Stephanie Callen as a juvenile probation officer, effective October 29, 2019, and Chase Garey as a detention deputy sheriff, effective November 2, 2019.

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The Board signed a Donation of Vacation Leave Agreement from Andrea Gonzalez to Camille Tracy.

The Board signed a leave request for Deserae Jones.

The Board signed a Direct Deposit Detail with a grand total of \$124,736.71 and a Payroll Claims Approval by Fund with a grand total of \$309,806.34, both dated October 30, 2019, for the October 13, 2019, through October 26, 2019, payroll period.

9:30 A.M. - Commissioner Howell was excused to attend an emergency executive session of Southern Idaho Economic Development.

CODY CANTRELL—BOARD OF COMMUNITY GUARDIANS MATTERS

Cody Cantrell, coordinator for the Board of Community Guardians, was present.

Sign Board of Community Guardians Agreement: Cody Cantrell presented the agreement signed by both the Gooding and Lincoln County commissioners to form a tri-county Board of Community Guardians.

❖ A Motion was made by Commissioner Crouch to sign the Joint Powers Agreement between Gooding County, Jerome County, and Lincoln County for a Joint Board of Community Guardians. It was seconded and followed by discussion in which it was determined Commissioner Crozier would be the liaison between the overseer board and the Board of Commissioners.

Press Release: Cantrell gave the Commissioners copies of a press release regarding the Guardian board, which Commissioner Crouch said he would put in the *North Side Journal*.

Appoint Commissioner Overseer: The Board determined that Commissioner Crozier would represent the Jerome County Commissioners on a three-member overseer board of the Board of Community Guardians.

CONNIE STOPHER AND ALEXA WILHELM—SOUTHERN IDAHO ECONOMIC DEVELOPMENT UPDATE

Present were Connie Stopher, executive director, and Alexa Wilhelm, coordinator for Rural Economic Development Services (REDS), both representing Southern Idaho Economic Development (SIED), and Larry Hall, executive director of Jerome 20/20.

Connie Stopher gave a recap of the marketing efforts of the Southern Idaho Economic Development organization in 2019. She told of online views for talent recruitment and the agency's targeting of dairy processors. She said SIED had also targeted advertising the Magic Valley at military bases and colleges.

Stopher said she had toured the local area with a potential businessman and that SIED was sponsoring Larry Hall on a recruitment trip.

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Alexa Wilhelm told the Board that exciting things are happening to help rural development. She gave the Commissioners a brochure about Rural Economic Development Services collaborating with communities for a more vibrant rural Magic Valley. She also presented a brochure about attractions and services available in the rural community of Fairfield.

Wilhelm asked for feedback of businesses that REDS might be able to help. She added that SIED also cooperates with Southern Idaho Tourism in promoting the Magic Valley.

LARRY HALL AND ROB GRANT—WILSON LAKE BATHROOM PROJECT WRAP UP

Present were Chief Deputy Clerk Tracee McKim, Planning and Zoning Administrator Nancy Marshall, and Assistant Building Official Sharde McMillan. Also present were Larry Hall, executive director of Jerome 20/20, and Rob Grant, director of the Valley Recreation District.

Larry Hall reminded the Commissioners that the Idaho Department of Parks & Recreation was funding a grant to erect pit toilets at Wilson Lake. He said the cost had increased from the original estimate and that the required zoning permits were not included in the grant funds. Hall then asked that the County waive the permit fees.

The Board asked the planning and zoning employees the approximate cost to their department of granting the permits and discussed the finances of the Valley Recreation District with Rob Grant.

❖ A Motion was made by Commissioner Crouch to waive one-half of the building permits and have the Valley Recreation District pay the other half for the Wilson Lake bathroom facilities. It was seconded and carried with unanimous ayes.

12 NOON: Commissioner Howell was present.

DEPARTMENT HEADS LUNCHEON MEETING

Present were Airports Manager **Tim Larson**, Juvenile Probation Administrator **Mario Umana**, Coroner **Gerald Brant**, Planning and Zoning Administrator **Nancy Marshall**, Chief Deputy Sheriff **Gary Taylor**, Jail Administrator **Marisela Ibarra**, Sheriff **George Oppedyk**, Misdemeanor Probation Administrator **Deserae Jones**, Emergency Management Director **Tanya Stitt**, Tri-county Noxious Weed Supervisor **Terry Ruby**, Assessor **Rick Haberman**, Clerk/Auditor/Recorder **Michelle Emerson**, and Maintenance Supervisor **Brent Culbertson**.

Commissioner Crozier asked the department heads if they thought any of their employees would be interested in a payroll deduction for a company that would provide attorneys for any personal legal expenses. Chief Deputy Sheriff Gary Taylor said sheriff employees are covered by legal insurance, and no other department heads expressed an interest in joining LegalShield.

Tanya Stitt recommended measures to enhance cyber security. She said employees should have strong passwords to log in to their computers and that they should be changed every 90-120 days. She told those present that there are secure apps available in which to store passwords. She also asked that all employees complete online training as requested.

Deputy Sheriff Marisela Ibarra said she sends suspicious e-mails she receives either to Tracee McKim or to Computer Arts without opening them.

Stitt asked if the Courthouse were unlocked on the weekends.

Technology Specialist Tracee McKim was present. She said the building was locked on the weekends and open in the evenings only on Mondays and Wednesdays for after-hours meetings. It was determined McKim would phone New Tech Security to verify the Courthouse closings.

McKim was excused.

Stitt advised to install metal strips that can lock inside doors of the Courthouse. She further said that drills are important and that she would send employees security information and would plan an exercise in which employees would participate.

Michelle Emerson said deputy sheriffs at the Judicial Annex Building hold employee drills but that none are held at the Courthouse.

Stitt said active shooter drills were just as important as fire drills, which had prevented fire-related deaths.

Sheriff George Oppedyk stated doors should be more secure in the Courthouse, and Emerson advocated reducing the number of public entrances to the Courthouse.

Stitt informed of a coating available for indoor windows that would prevent them from shattering when penetrated by a bullet and said she would find cost information for the coating. She also said hurricane glass for windows is available that causes bullets to fragment.

Nancy Marshall said the handicap door of the Courthouse was not shutting properly, and Brent Culbertson said he would check the switch on it. She also requested that any groups using the Jack Nelsen Conference Room return it to the setup for Planning and Zoning hearings.

Commissioner Howell told those present that Twin Falls County helps retain its employees by offering spousal and dependent coverage on its health care plan. He said Twin Falls is able to afford the extra coverages by employees enrolling in a health care program, which reduces insurance premiums.

REVIEW EMPLOYEE MANUAL

Airports Manager Tim Larson was present.

The Board read from the Employee & Supervisor Manual beginning on Page 61, "Jury/Court Leave" to Page 64, "Intermittent Leave & Reduced Leave Schedules."

TIM LARSON—AIRPORTS REPORT

Airports Manager Tim Larson and Clerk/Auditor/Recorder Michelle Emerson were present.

Report: Tim Larson reported he had completed annual maintenance on the truck at the Jerome Airport and also would be servicing the courtesy car, loader, and tractor.

Mower Decision, Dump Truck Bids, and Sweeper Quote: The Commissioners discussed with Larson bids he had received for a mower with a wider blade, a sweeper attachment, and repair of the turbo on the dump truck.

❖ A Motion was made by Commissioner Crozier to approve \$12,500 for the shredder/mower and \$849.50 for the sweeper, both from Limelight Equipment, and to approve dump truck repair from Craigs Automotive for \$1,476.36. It was seconded and carried with unanimous ayes.

➤ Commissioner Crouch said he would ask the Fair Board if it were interested in having the dump truck and snowplow.

Snowplow Bid: Larson said bids to repair the snowplow were from \$500-\$1500.

Sprinklers Quote: Larson told the Board repairs and expansion of the sprinkler system following the demolition of the former terminal would be \$3,000-\$5,000.

Michelle Emerson said capital expenditures in the FY 2019-20 budget were \$16,000 for a mower and \$60,000 for a new shop at the Airport.

Fuel Island Cover: Larson said he was expecting another quote to cover the fuel island.

➤ Commissioner Crouch asked Larson to find out how much the electrical bill was for expansion at the Hazelton Airport. He also asked about picking rock from the mowing field at the Jerome Airport, and Larson said current efforts were the filling of a former canal from a concrete pile at the Airport.

CHRISTIAN GUILLORY—LEASE OF HIGHWAY 93 TOWER (by speakerphone)

Christian Guillory did not phone the Board as he had anticipated.

DECISION—AGROPUR TAX EXEMPTION

Treasurer Tevian Ekren-Kober was present. Also present was Mike Williams, administrator for the City of Jerome.

The Commissioners did not make a decision on a tax exemption application from Agropur because it was still waiting for a reply to its letter asking for more information.

Mike Williams expressed concern if the County exempts taxes already on the tax roll because that would shift the tax burden to County agencies. He agreed with the Commissioners to request exemption applications before a project is begun.

➤ Williams said the City is interested in the Board's decision regarding Agropur so that it knows what to expect in the future.

MIKE SEIB—LEGAL COUNSEL

The Board did not have any matters to discuss with its legal counsel.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Crouch to approve the minutes of October 21 as corrected and the minutes of October 28 as read. It was seconded and carried with unanimous ayes. The first paragraph under “Commissioner Reports” on Page 3 of the October 21 minutes was corrected to read: “Commissioner Crozier reported from a Crisis Center board meeting that the agency was adjusting to a budget cutback from the State and hiring a Burley firm to perform an audit. *He also said he had received a phone call informing him that the Idaho Transportation Department had tabled a discussion of moving the agency’s maintenance shed from Shoshone to the Crossroads Point Business Center.*”

INDIGENT MATTERS

❖ A Motion was made by Commissioner Crozier to follow staff recommendations regarding indigent matters. It was seconded and carried with unanimous ayes. Denied were Case Nos. 1819-128; 1819-129; and 1819-127.

Meeting adjourned at 3:15 P.M.

Respectively submitted:

Jane White, Deputy Clerk

Charles M. Howell, Chairman

A. Ben Crouch, Vice Chairman

John Crozier, Commissioner