

## **JEROME COUNTY BOARD OF COMMISSIONERS**

Monday, August 16, 2021

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

Meeting convened at 9:06 A.M.

### **COMMISSIONER REPORTS**

Commissioner Crozier reported he had attended the Jerome County Fair and Rodeo three nights and had heard many comments and compliments, as well as some complaints, about the Fair. He had also participated in a Behavioral Health Board meeting where directors had discussed in length changes in grant request guidelines as well as the content of a new website.

Commissioner Crozier also attended a Jerome County Urban Renewal Agency meeting. He said directors had listened to a short report on the progress of Northbridge Junction; reviewed financials and legislation; and had discussed creating or updating an Agency Participation Plan.

Commissioner Howell said members of an Adaptive Recovery meeting were concerned about the increase of coronavirus cases and hospital capacity. He also reported from a Southern Idaho Economic Development (SIED) executive board meeting that the association was reorganizing.

Commissioner Howell brought two brochures from a Business Plus meeting in Twin Falls. He said he was most interested in the University of Idaho Café dairy research project, to be located in three locations—Crossroads Business Point, a dairy to be built near Rupert in 2023, and a food processing pilot plant at the College of Southern Idaho. He said the project would be the nation's largest research dairy.

Commissioners Howell and Crouch had attended the Rodeo all three nights, with Commissioner Crouch also present for the 4-H auction and the two Fair concerts. He had also spoken with the fair manager about fair matters. Commissioner Crouch had also attended the Rib Eating Contest at the Fairgrounds, in conjunction with Joe Mama's Car Show.

Commissioner Crouch was present at a ribbon cutting for the Main Street Market and Grill. He reported from a Snake River Canyons Park Managing Board meeting where the designer for the Park's Website as well as a representative of the Idaho Department of Lands were present.

Commissioner Crouch said Ralph Kincheloe, as an Airport Advisory Board member, had attended a Jerome Highway District meeting, where directors had expressed willingness to dig a trench at the Jerome Airport.

### **MIGLIURI & RODRIGUEZ CONTRACT**

Signing of a contract with Migliuri & Rodriguez as public defense attorneys was continued until August 23.

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**APPROVE TIME RECORDS**

The Board signed Time Records for Brent Culbertson, Deserae Jones, Christine McGuire, and Mario Umana.

**READ AND APPROVE MINUTES**

❖ A Motion was made by Commissioner Howell to approve the minutes of August 9 as read. It was seconded and carried with unanimous ayes.

**INDIGENT MATTERS**

❖ A Motion was made by Commissioner Crozier to follow staff recommendations for indigent matters. It was seconded and carried with unanimous ayes. Denied were Case Nos. 2021-054; 2021-045; and 2021-042; dismissed were Case Nos. 2021-016 and 2021-018.

**BUSINESS AND/OR ADMINISTRATIVE MATTERS**

Bryan Craig was present. He asked that the Board sign paperwork to change the name of the County's liability insurance agent.

❖ A Motion was made by Commissioner Crozier to authorize to switch the County insurance agent from LeRoy Craig to Bryan Craig. It was seconded and carried with unanimous ayes.

Commissioners signed Catering Permits for the Iron Horse Saloon, Shoshone, to be used August 21, 2021, from NOON-1 A.M. at 402 DC Circle, Jerome; and to the Longhorn Saloon, Castleford, to be used August 31, 2021, from 12 P.M.-11:59 P.M. at the Mountain View Barn, Jerome.

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

The Board signed a Claims Approval Report dated August 11, 2021, for the Insurance Deductible Trust Fund, with a grand total of \$5,215.97.

**SIGN AND APPROVE CLAIMS**

Commissioners signed claims for the August 10, 2021, to August 16, 2021, as follows.

**BUDGET TOTALS**

#	DEPARTMENT	PAYROLL	ACCT PAY	GRAND TOTAL
1	CLERK			\$ -
2	ASSESSOR			\$ -
3	TREASURER		\$ 534.33	\$ 534.33
5	COMMISSIONERS			\$ -
6	CORONER		\$ 47.64	\$ 47.64
10	BLDG/GROUNDS MAINTENANCE		\$ 15.73	\$ 15.73
11	EMERGENCY MANAGEMENT			\$ -
13	EXTENSION AGENT			\$ -
14	DATA PROCESSING		\$ 256.97	\$ 256.97
15	ELECTIONS			\$ -
18	GENERAL		\$ 3,369.67	\$ 3,369.67
21	PLANNING & ZONING		\$ 260.49	\$ 260.49
22	GIS			\$ -
29	GENERAL FUND RESERVE			\$ -
30	VETERANS			\$ -
	<b>Sub Total (General Fund)</b>	<b>\$ -</b>	<b>\$ 4,484.83</b>	<b>\$ 4,484.83</b>
4	SHERIFF		\$ 5,859.75	\$ 5,859.75
5	SHERIFF-DETENTION		\$ 2,581.00	\$ 2,581.00
6	ADULT PROBATION		\$ 23.11	\$ 23.11
7	PROSECUTOR			\$ -
8	PUBLIC DEFENDERS		\$ 3,277.29	\$ 3,277.29
9	JUVENILE PROBATION		\$ 9,730.78	\$ 9,730.78
18	GENERAL JUSTICE		\$ 1,846.86	\$ 1,846.86
	<b>Sub Total (Justice Fund)</b>	<b>\$ -</b>	<b>\$ 23,318.79</b>	<b>\$ 23,318.79</b>
3	AIRPORT			\$ -
6	DISTRICT COURT		966.15	\$ 966.15
7	FAIR			\$ -
9	CAPITAL FAIR			\$ -
11	HEALTH DISTRICT		\$ 11,103.60	\$ 11,103.60
15	ELECTION CONSOLIDATION			\$ -
16	INDIGENT		\$ 8,570.66	\$ 8,570.66
20	REVALUATION		\$ 416.93	\$ 416.93
23	SOLID WASTE			\$ -
24	TORT			\$ -
27	WEED			\$ -
29	AMBULANCE			\$ -
38	WATERWAYS BOARD			\$ -
38	WATERWAYS SHERIFF			\$ -
41	BOND REDEMPTION			\$ -
	<b>GRAND TOTAL</b>	<b>\$ -</b>	<b>\$ 48,860.96</b>	<b>\$ 48,860.96</b>

❖ A Motion was made by Commissioner Crouch to sign claims as presented by staff. It was seconded and carried with unanimous ayes.

The Board signed a Claims Approval Report dated August 13, 2021, for the Indigent Fund, with a grand total of \$8,651.41.

The Board signed a Claims Approval Report dated August 13, 2021, for the Court Bond Trust Fund, with a grand total of \$3,645.

The Board signed a Claims Approval Report dated August 13, 2021, with a grand total of \$30,388.25 for the following funds: General, District Court II, Justice, Health District, and Revaluation.

### **GEORGE OPPEDYK AND TRACEE MCKIM—COMPUTER ARTS UPGRADE**

Present were Deputy Sheriffs Gary Taylor and Chad Kingsland in lieu of Sheriff George Oppedyk as well as Clerk/Auditor/Recorder Michelle Emerson and Chief Deputy Clerk Tracee McKim.

Deputy Kingsland advocated purchasing Computer Arts software that would enable the sheriff's department to digitalize case files. He said the software would eliminate scanning written reports to make a hard file and would bring everything in a case into one source.

Deputy Taylor stated the new system would provide savings in overtime, paper, and ink. He said the jail is already using software but that it is not compatible with what the sheriff's department does in patrol.

Michelle Emerson asked about the ability to issue e-citations. Deputy Taylor told of the significant expenses to enable electronic tickets. He said he had asked the emergency management director about applying for a grant to cover such expenses.

The Board discussed with Emerson how the system requested by Deputy Kingsland could be purchased during the current budget year and agreed that the funds could be taken from the Justice General Contingency budget line.

❖ A Motion was made by Commissioner Howell to approve the Arts Imaging Module Project for the Jerome County sheriff's office, not to exceed \$15,000. It was seconded and carried with unanimous ayes.

### **HEALTH DISTRICT—CORONAVIRUS UPDATE**

Present was Clerk/Auditor/Recorder Michelle Emerson. Present by speakerphone were Tanya Stitt, County emergency management director; Mike Williams, City of Jerome administrator; and Linda Montgomery and Brenda Mason, both representing the South Central Public Health District.

Brenda Mason reported the number of coronavirus cases in Jerome County from August 1 to August 12 had increased to 105, compared to 97 during the same time period in the previous year, which brought the County into the orange, or high risk, category for contracting the virus. She said area hospitals are at capacity and that there were two variant strains of the virus detected in Jerome County and four in Twin Falls County.

Mason said 98 percent of coronavirus cases are in non-vaccinated individuals. She added the Health District is offering vaccinations in back-to-school clinics if the schools approve.

#### **MIKE TYLKA—SNAKE RIVER CANYONS PARK UPDATE**

Mike Tylka, as chairman of the Snake River Canyons Park Managing Board, was present.

**Update:** Mike Tylka said he expected the Don Zuck Arbor in the Snake River Canyons Park to be completed within the next month. He reported that the firm creating a new Website and Facebook page for the Park had given a presentation at the recent Park Managing Board meeting and that the sites would be functional by October. He said maps as well as drone pictures would enhance the sites.

Tylka updated the Board on the progress of establishing a foot and disc golf course in the Park. He told the Board that the executive director of Jerome 20/20 would be seeking sponsors for each of the 18 holes to help defray the cost of pouring concrete pads for each hole. He added that he was seeking volunteers to set the holes but would like to hire a contractor to pour the pads; Commissioner Howell asked Tylka to obtain quotes for the concrete work.

Tylka proposed the idea of building pickle ball and tennis courts on a certain piece of land in the Park and said he would present the idea at the next Park board meeting.

**Yingst Grade Ordinance:** Commissioner Crouch told Tylka that a County ordinance closing Yingst grade after 10 P.M. would not be necessary if the Idaho Department of Fish & Game closes its parking lot above the grade.

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

Emergency Management Director Tanya Stitt was present.

Tanya Stitt stated that CARES (Coronavirus Aid, Relief, and Economic Security) projects were still underway. She said she would have a meeting that week about moving forward with the All-Hazard Mitigation Plan.

Stitt gave the Board an agenda for its upcoming meeting with the director of the Idaho Office of Emergency Management on August 23. She also gave the Board the minutes of the July 22 meeting of the Local Emergency Planning Committee (LEPC).

Stitt reported that her emergency management coordinator, Kirsten Howard, was working in the sheriff's department on Mondays and Fridays to help cover a position in which the employee had retired.

Meeting recessed at 11:59 A.M.

Meeting reconvened at 2 P.M.

### **IMAGINE IDAHO GRANT APPLICATION**

Clerk/Auditor/Recorder Michelle Emerson was present.

The Board was in receipt of a grant application from the Imagine Idaho Foundation for assistance in building communications infrastructure.

Michelle Emerson warned against double dipping because of federal financial assistance programs for which the County had applied.

The Board questioned whether to apply for one of the grants from the Foundation, which are usually between \$2,000 and \$5,000.

❖ A Motion was made by Commissioner Crozier to decline to apply for the Imagine Idaho grant, based on its low limits and that it may jeopardize other grants. It was seconded and carried with unanimous ayes.

### **KENT ATKIN—JEROME AIRPORT MASTER PLAN**

Present was Kent Atkin, JUB Engineers airport consultant.

Kent Atkin presented a contract with JUB Engineers to update the Jerome Airport Master Plan, as decided by the Commissioners on March 15.

❖ A Motion was made by Commissioner Crozier to sign a contract with JUB Engineers to update the Jerome Airport Master Plan, contingent upon FAA funding and legal review. It was seconded and carried with unanimous ayes.

Atkin said JUB would address the Airport Advisory Board about the process of updating the Master Plan.

### **TRACEE McKIM—BUDGET RESOLUTIONS**

This matter was continued until August 23.

### **CONNIE STOPHER AND MIKE SEIB—AGREEMENT FOR NORTH BRIDGE JUNCTION**

Connie Stopher, executive director of Southern Idaho Economic Development (SIED), and Mike Seib, County legal counsel, were present.

Connie Stopher explained that the County needed to develop an agreement with North Bridge Junction to send to the Idaho Department of Commerce in order to receive a \$60,000 grant to help with electrical infrastructure.

The Commissioners asked if it would matter if North Bridge Junction were in an Urban Renewal District, and she said it would not.

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❖ The Board determined to collect the necessary information so that legal counsel could write an agreement.

**MIKE SEIB—LEGAL COUNSEL**

Attorney Mike Seib was present.

**Juvenile Detention Agreement:** Mike Seib agreed with signing an agreement for juvenile detention because it did not differ from the current contract that he had reviewed.

❖ A Motion was made by Commissioner Crozier to sign a Memorandum of Agreement between Minidoka and Jerome Counties for providing juvenile detention in the Mini-Cassia Juvenile Detention Center. It was seconded and carried with unanimous ayes.

**Law Library Contract:** This matter was continued until August 23 when the Board could also consult the County clerk.

**JUB Master Plan Contract:** Seib approved of the Commissioners signing the contract with JUB Engineers to update the Jerome Airport Master Plan. The Board had agreed to hire JUB for the project on March 15, 2021.

**Memorandum Decision for Standlee S Railway Zone Change:** This matter was continued until August 23.

**Yingst Grade Ordinance:** The Board discussed closing Yingst Grade after dark with Seib, who agreed an ordinance would not be necessary if Fish & Game closes the parking lot at the top of the grade.

➤ Commissioner Crouch said he was following up with Fish & Game.

**Airport Bylaws:** Seib discussed a draft of bylaws for the Airport Advisory Board with the Commissioners, who suggested what they would like in the bylaws. The matter was then continued until August 23.

❖ 4:11 P.M. – A Motion was made by Commissioner Crozier to go into executive session per Idaho Code 74-206(1)(b), personnel. It was seconded and carried with a unanimous roll call vote.

5:01 P.M. – Return to open session.

Meeting adjourned at 5:02 P.M.

Respectively submitted:

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A. Ben Crouch, Chairman

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Jane White, Deputy Clerk

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John Crozier, Commissioner

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Charles M. Howell, Commissioner