

JEROME COUNTY BOARD OF COMMISSIONERS

Friday, September 29, 2023

Special Meeting

PRESENT: Ben Crouch, Chairman
Art Watkins, Commissioner
Jane White, Deputy Clerk

Meeting convened at 9 A.M.

MARK SWENSON—BUDGET EXPENDITURE

Assessor Mark Swenson was present.

Mark Swenson requested approval to purchase a book for appraisers to use in valuing buildings. He said it is easier to use a book than to access the information online.

❖ A Motion was made by Commissioner Crouch to approve the expenditure of \$674.20 for the Marshall valuation service for the assessor's office. It was seconded and carried with unanimous ayes.

9:09 A.M. – Commissioner Howell was present.

BRENT CULBERTSON—MAINTENANCE MATTERS

Maintenance Supervisor Brent Culbertson was present.

New Employee: Brent Culbertson gave the Board the resume of a person he had interviewed and would like to hire for maintenance. He believed the person was well qualified and that he had good references.

The Commissioners asked Culbertson why the potential employee wanted to change jobs, and they were satisfied with his answer.

Commissioner Howell asked that Culbertson order a background check and a drug test to have for County records.

❖ A Motion was made by Commissioner Howell to allow Brent Culbertson to hire a full-time assistant for Jerome County maintenance. It was seconded, with no discussion, and carried with unanimous ayes.

Remodeling regarding Lead Paint: Culbertson informed the Board that lead paint had been discovered when widening the doors of the ambulance building. He then provided a quote of \$29,837.40 to mitigate the problem and added that ambulance personnel would need to be relocated while cutting is done.

Commissioner Crouch asked if Culbertson had received only one bid; he said only one company had responded and that he believed its bid was reasonable.

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- It was determined to research where the funds could be taken from the County budget.

9:36 A.M. – Commissioner Howell was excused to attend a meeting in Twin Falls about a quagga mussel infestation in the Snake River.

DESEA LANCE—IT MATTERS

System Security Specialist Desea Lance was present.

CentralSquare Contract: Desea Lance said she did not have a contract for software from CentralSquare for the sheriff department.

Sign Title Company Contract: Lance presented a title company agreement in addition to the two company agreements signed on September 18.

❖ A Motion was made by Commissioner Crouch to sign an agreement with Flying S Title & Escrow for County services. It was seconded and carried with unanimous ayes.

GEORGE OPPEDYK—QUAGGA MUSSEL MATTERS

Sheriff George Oppedyk was present. Also present were Weed Superintendent Jason Parker and Emergency Management Director Tanya Stitt.

Quagga Mussel Treatment: Commissioner Crouch stated that he had signed an emergency declaration on September 28 regarding the infestation of quagga mussels in the Snake River. He said the declaration would end in seven days, and he presented a declaration to be signed by the Board of Commissioners, which would override the seven-day declaration.

❖ A Motion was made by Commissioner Crouch to sign the Jerome County Disaster Declaration of an invasion of quagga mussels. It was seconded and carried with unanimous ayes.

Jason Parker said an adult mussel was found just below Pillar Falls on the Snake River. He added that it takes two months for a mussel to grow from larvae to an adult. He said daily meetings with the Department of Agriculture are held disseminating information on the mussel infestation and water treatments.

Parker said water closures are necessary to eradicate the mussels because fishing tackle and equipment, as well as watercraft, can transport the species. He stated that the invasive species is serious because it can cause harm in many ways, including destroying agriculture, if it spreads.

Sheriff Oppedyk said he supports the Department of Agriculture water body closures, but the sheriff's department needs to know of all closures, such as the ones by the Fish & Game Department. He said a plan is needed so the public will abide by the closures.

Tanya Stitt said she is in a supportive role and could find needed resources. She stated a united front was needed for messaging containing the same information

➤ It was determined to meet again on October 2 and to include Department of Agriculture representatives and the prosecutor's office.

DISCUSS EMPLOYEE PROTOCOL

Commissioner Crouch said employee protocol would be addressed in an updated Employee Handbook.

SIGN ARPA CLAIMS

The Board signed claims to be taken from ARPA (American Rescue Plan Act) funds received by the County from the federal government.

SIGN CORRECTED JAMES LAW OFFICE CONTRACT

Joe James had presented an amendment correcting the contract the Board had signed with the James Law Firm on September 12, 2023.

❖ A Motion was made by Commissioner Crouch to sign an amended contract with the James Law firm for FY 2023-24. It was seconded and carried with unanimous ayes.

SIGN JUVENILE DETENTION AGREEMENT

❖ A Motion was made by Commissioner Crouch to sign the new fiscal year agreement for the Juvenile Detention Agreement with Minidoka County. It was seconded and carried with unanimous ayes.

SIGN PAY INCREASES FOR FY 2023-24

The Board signed Employee Wage Change forms to increase employee salaries for cost-of-living, merit, and longevity in FY 2023-24 as follows.

Prosecutor: Sam Beus, Michael Seib, Laurel McCord, Shane Nope, Audrey Sims, Connie Johnson, Kelle Hardy, Juana Arteaga, Emely Regalado, Robin Gilmore, and Amber Pereira.

Treasurer: Tevian Kober, Christina Lagle, and Windy Jay.

Clerk: Cyrl Lootens, Tracee McKim, Sandra Peterson, Traci Brandebourg, Paola Chavez, Jane White, Kim Drury, Angela Bridge, Beatriz Suarez, Biridiana Gonzalez, Melanie Mani, Michelle Creek, Leanne Snowden, DaraLynn Cypher, Ivy Milam, Jeri Wilson, Jesus Mendez (2), Lorena Aguilar, and Cheryl Reeder.

Airport: Brandon Buckway.

Planning and Zoning: Nancy Marshall, Sharde McMillan, Richard Kirsch, and Kacie Buhler.

Commissioners: Ben Crouch, Charles Howell, and Art Watkins.

Adult Probation: Erika Bravo-Zarate and Matthew Robinson.

Office of Emergency Management: Kirsten Hartley.

Assessor: Mark Swenson, Ryan Stout, Ana Vazquez, Melissa Ruvalcaba, Justin McMillan, Sabrina Henderson, Tracy Perkins, Julia Garcia Rodriguez (DMV), Tiffany Razo-Chavez (DMV), and Tanzy McCool (DMV).

IT: Cody Westover and Desea Lance.

Coroner: Dan Chatterton.

Extension Office: Lindsay VanZante.

Fair: Andrea Wiesenmeyer, Eric Kranzler, Sandra Bernsen, and Connie Worley-Nelson.

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BUSINESS AND/OR ADMINISTRATIVE MATTERS

The Board signed leave requests for Tanya Stitt and Mark Reyes.

The Board signed a Claims Approval Report dated September 22, 2023, for the Insurance Deductible Trust Fund, with a grand total of \$3,379.24.

The Board also signed a Claims Approval Report dated September 29, 2023, for the Insurance Deductible Trust Fund, with a grand total of \$7,794.33.

Meeting adjourned at 11:56 A.M.

Respectively submitted:

BOARD OF COMMISSIONERS

Jane White, Deputy Clerk

A. Ben Crouch, Chairman

Charles M. Howell, Commissioner

Art Watkins, Commissioner