

JEROME COUNTY COMMISSIONERS

Monday, May 11, 2020

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

Meeting convened at 9 A.M.

COMMISSIONER REPORTS

Commissioner Crozier had listened to Governor Little's answers to statewide county commissioner questions regarding the coronavirus epidemic, along with the other two County Commissioners.

Commissioner Crouch reported from a meeting of the Airports Advisory Board. He said there had been a lively discussion of the desire to extend the Jerome Airport runway.

Commissioner Howell had attended a retirement recognition for Dennis Hills, who had served as a paramedic for 23 years, and had visited with Magic Valley Paramedics personnel. He had also spoken with other county commissioners about the regional health district's FY 2020-21 budget request and with the chairman of the Airport Board about the Search and Rescue building at the Jerome Airport.

Commissioner Howell reported a citizen had complimented the service of Deputy Clerk Cy Lootens in responding to receiving an election ballot.

PEST ABATEMENT FOLLOW-UP

Commissioner Crouch had spoken with the Twin Falls Pest Abatement District about providing Jerome County quotes for black fly and get-ready-for-winter treatments.

BALLOT FOR HEALTH DISTRICT BOARD

The Commissioners were in receipt of the nomination of Helen Edwards to serve on the Board of Health for the South Central Public Health District from July 1, 2020, through June 30, 2025.

❖ A Motion was made by Commissioner Howell to affirm the nomination of Helen Edwards for the Board of Health by the Gooding County Commissioners. It was seconded, followed by discussion, and carried with unanimous ayes.

APPROVE TIME RECORDS

The Board approved Time Records for Cody Cantrell, Brent Culbertson, Deserae Jones, and Mario Umana.

SIGN CLAIMS

Commissioner Howell signed claims for the April 29, 2020, to May 12, 2020, claim cycle as follows.

Monday, May 11, 2020

Page 1 of 7

BUDGET TOTALS

04/29/2020 to 5/12/2020

#	DEPARTMENT	PAYROLL	ACCT PAY	GRAND TOTAL
1	CLERK	\$ 25,461.65	\$ 52.00	\$ 25,513.65
2	ASSESSOR	\$ 6,435.48	\$ 129.85	\$ 6,565.33
3	TREASURER	\$ 5,205.35	\$ 36.70	\$ 5,242.05
5	COMMISSIONERS	\$ 4,327.14	\$ 1,575.00	\$ 5,902.14
6	CORONER	\$ 407.10	\$ 160.00	\$ 567.10
10	BUILDING & GROUNDS MAINT	\$ 4,745.44	\$ 2,265.47	\$ 7,010.91
11	EMERGENCY MANAGEMENT	\$ 2,951.21	\$ 884.75	\$ 3,835.96
13	EXTENSION AGENT	\$ 2,941.61	\$ 259.59	\$ 3,201.20
14	DATA PROCESSING	\$ 1,264.50	\$ 749.48	\$ 2,013.98
15	ELECTIONS		\$ 71.08	\$ 71.08
18	GENERAL	\$ 29,960.08	\$ 27,467.33	\$ 57,427.41
21	PLANNING & ZONING	\$ 9,181.62	\$ 118.12	\$ 9,299.74
22	GIS	\$ 1,444.50	\$ 1,233.00	\$ 2,677.50
29	GENERAL FUND RESERVE			\$ -
30	VETERANS	\$ 707.52		\$ 707.52
	Sub Total (General Fund)	\$ 95,033.20	\$ 35,002.37	\$ 130,035.57
4	SHERIFF-DETENTION	\$ 47,216.13	\$ 2,249.12	\$ 49,465.25
5	SHERIFF-DETENTION	\$ 49,207.50	\$ 5,725.81	\$ 54,933.31
6	ADULT PROBATION	\$ 6,954.15		\$ 6,954.15
7	PROSECUTOR	\$ 18,505.89	\$ 234.50	\$ 18,740.39
8	PUBLIC DEFENDERS		\$ 18,255.79	\$ 18,255.79
9	JUVENILE PROBATION	\$ 8,032.91	\$ 11,744.45	\$ 19,777.36
18	GENERAL JUSTICE	\$ 54,326.34	\$ 6,882.89	\$ 61,209.23
	Sub Total (Justice Fund)	\$ 184,242.92	\$ 45,092.56	\$ 229,335.48
3	AIRPORT	\$ 4,043.62	\$ 22,026.24	\$ 26,069.86
6	DISTRICT COURT	\$ 4,509.23	6360.01	\$ 10,869.24
7	FAIR	\$ 4,590.16		\$ 4,590.16
9	CAPITAL FAIR			\$ -
11	HEALTH DISTRICT	\$ 10,987.29		\$ 10,987.29
15	ELECTION CONSOLIDATION	\$ 2,148.69	\$ 2,849.33	\$ 4,998.02
16	INDIGENT	\$ 4,096.60	\$ 64,585.90	\$ 68,682.50
20	REVALUATION	\$ 15,352.87	\$ 872.47	\$ 16,225.34
23	SOLID WASTE	\$ 313.90		\$ 313.90
24	TORT	\$ 1,500.00		\$ 1,500.00
27	WEED			\$ -
29	AMBULANCE			\$ -
38	WATERWAYS BOARD			\$ -
38	WATERWAYS SHERIFF			\$ -
41	BOND REDEMPTION			\$ -
	GRAND TOTAL	\$ 326,818.48	\$ 176,788.88	\$ 503,607.36

BUSINESS AND/OR ADMINISTRATIVE MATTERS

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

The Board signed a Claims Approval Report dated May 6, 2020, for the Insurance Deductible Trust Fund, with a grand total of \$1,288.10.

The Commissioners signed a form with an attached evaluation to increase the wages of fairgrounds employee Mike Dick, as submitted by Fair Manager Jamie Rupert and recommended by the Fair Board.

EXECUTIVE SESSION

❖ 9:35 A.M. - A Motion was made by Commissioner Howell to go into executive session per Idaho Code Section 74-206(1)(b), personnel. It was seconded and carried with a unanimous roll call vote.

9:54 A.M. - Return to open session.

DISCUSSION—HEALTH DISTRICT BUDGET REQUEST

The Commissioners discussed the one percent budget increase requested by the South Central Public Health District on May 6. They agreed that automobile and furniture purchases for the District could be postponed, as well as the resurfacing of parking lots.

The Board sent a letter to the Health District, asking that it freeze its budget for FY 2020-21.

- The Health District later requested to meet with the Board again on May 18.

EXECUTIVE SESSION

Present was Emergency Management Director Tanya Stitt. Also present, by speakerphone, was Randy Hall, emergency services director for Wood River St. Luke's.

❖ 10:30 A.M. - A Motion was made by Commissioner Howell to go into executive session per Idaho Code Section 74-206(1)(d), records exempt from disclosure. It was seconded and carried with a unanimous roll call vote.

10:58 A.M. - Return to open session.

NANCY MARSHALL AND SHARDE McMILLAN—EXTENDING PTO BENEFIT

Planning and Zoning Administrator Nancy Marshall and Assistant Building Official Sharde McMillan were present.

Nancy Marshall told the Board that Sharde McMillan might need to carry over her PTO (paid time off) benefit longer than the end of December, as allowed by the Commissioners on April 6 because of administrative leave allowed to employees due to restrictions relating to the coronavirus.

McMillan explained that her employment anniversary date is in November and that she may want to take the current year's PTO after December.

➤ It was determined Marshall would return with paperwork for a formal request if necessary.

NANCY MARSHALL—PLANNING AND ZONING REPORT

Planning and Zoning Administrator Nancy Marshall was present.

Nancy Marshall submitted a written department head report for April, which began with appreciation of employees being able to be safe at home during the current pandemic while still maintaining a steady income, medical insurance, and retirement savings.

Marshall said that monthly revenue was less as a result of the pandemic. She reviewed income, inspections and projects, code enforcement, mapping, and department activities. She stated upcoming efforts would include creating a proposal for a recreation zone and updating the appendices of the Comprehensive Plan.

Meeting recessed at 11:42 A.M.

Meeting reconvened at 1:22 P.M.

TRACEE McKIM—CLERK MATTERS

Chief Deputy Clerk Tracee McKim was present.

Federal Reimbursement: Tracee McKim reported that the County was registered to receive State funding for reimbursable expenses associated with dealing with the threat of the coronavirus. She said the clerk's office had been tracking expenditures that might be eligible for reimbursement.

Sparklight Account: McKim provided a list of four possible Internet providers and the monthly cost for each one. She said the court had become more dependent on the Internet and that it needed a more reliable provider. She suggested PMT, saying it was fiber connected.

➤ The Board discussed options with McKim and decided to retain Sparklight as its current provider for the Courthouse and to change to PMT 300x300 for the Judicial Annex Building.

BRENT CULBERTSON—MAINTENANCE REPORT

Maintenance Supervisor Brent Culbertson and Assessor Rick Haberman were present.

Report: Brent Culbertson told the Board the assessor's office would like some remodeling that would entail two walls, a door, and a window, to which the Board agreed.

Drivers License Sign: Culbertson provided a picture of signage at the sheriff's office that would include "Drivers License," as had been requested by the Board.

❖ A Motion was made by Commissioner Howell to accept the Lytle Signs proposal for adding a department description at the Jerome County sheriff's office. It was seconded and carried with unanimous ayes.

Blinds for Ambulance Building: Culbertson provided two options for replacing blinds in the ambulance building. The Commissioners decided on the less expensive \$626 option, which included installation.

Additional Hot Water: Culbertson advised regarding supplying hot water in Courthouse bathrooms.

❖ A Motion was made by Commissioner Crouch to upgrade the two bathrooms by the Commissioners' office with small water heaters in light of the coronavirus pandemic. It was seconded, followed by discussion, and carried with unanimous ayes.

TIM LARSON—AIRPORTS REPORT

Airports Manager Tim Larson was present.

Report: Tim Larson reported on the completion of the cleanup of the fuel spill at the Jerome Airport and said the Department of Environmental Quality would receive a report. He said he was continuing to spray weeds at the Airport.

Operation and Maintenance Projects for Federal Funding: Larson suggested projects possibly eligible for federal funding as repairing a tractor or purchasing a larger one, refurbishing the area of the former terminal, and repairing sprinklers. He said he was waiting for a response from the Federal Aviation Administration about whether the projects would qualify.

Apron Design Proposal: Larson reported the Airport Advisory Board members had preferred Option 3 as the design for the area vacated by the former terminal. It features a flagpole with an inlay brick design surrounding it and a small dog park.

Disposal of Unused Tanks: Larson said he would be moving unused fuel tanks at the Jerome Airport and that another party owned them.

❖ **Executive Session:** 2:13 P.M. - A Motion was made by Commissioner Howell to go into executive session per Idaho Code 74-206(1)(b), personnel. It was seconded and carried with a unanimous roll call vote.

2:31 P.M. - Return to open session.

MICHELLE EMERSON—PUBLIC DEFENDER GRANT

Chief Deputy Clerk Tracee McKim was present.

Tracee McKim followed up from May 4 on a grant application to the Public Defense Commission, explaining some of the figures on it, and said it needed to be submitted by May 15.

❖ A Motion was made by Commissioner Crozier to approve the FY 2021 Indigent Public Defender Grant application. It was seconded and carried with unanimous ayes.

LINDA HELMS—HISTORICAL SOCIETY REPORT AND BUDGET REQUEST

Linda Helms, curator for the Jerome County Historical Museum, was present.

Report: Linda Helms presented a two-page letter detailing how the Historical Society had spent the County's FY 2019-20 donation on utilities, office supplies, technology, and repairs and maintenance at the I-Farm.

Helms said the Historical Society receives minimal funds from donations, membership fees, purchases at the museum, grants, and citizen's purchases of historical vehicle license plates. She informed the Board that donations had provided for electricity in the "new barn" and replacement of overhead lighting in the museum.

Helms said there is no admission fee to the depot museum and that volunteers run it and the I-Farm, with one part-time employee paid through a government program.

Helms told the Board that Live History Day is the Society's biggest annual fundraiser and that it would be held on June 13 and include food vendors and a pie auction.

Budget Request: Helms said she was appreciative of funds received from the County and requested that the County provide from its FY 2020-21 budget \$10,000—an increase from the \$5,000 and a lawnmower provided in the current fiscal year. She said funds would be split between the depot museum and the I-Farm, which has needs for repairs to buildings and signage that could be seen from Highway 93.

DISCUSS FIREARMS ORDINANCE

Present was Attorney Mike Seib. Also present were Sergio and Julie Arroyo.

The Board followed up from a discussion on May 4 and agreed that restricting shooting south 100 yards from the Snake River Canyon rim would be sufficient to introduce a higher level of safety to persons living in the canyon vicinity.

The Arroyos expressed agreement with the distance and establishing an ordinance.

Mike Seib said he would prepare an ordinance and accompanying map for the Commissioners to sign on May 18.

MIKE SEIB—LEGAL COUNSEL

Attorney Mike Seib was present.

Mike Seib said he had prepared an ordinance prohibiting motorized vehicles on Yingst Grade. Commissioner Howell said he would present it to the Snake River Canyons Park Managing Board at their meeting that week, and the matter was continued until May 18.

APPROVE CLAIMS

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

The Board signed a Claims Approval Report dated May 8, 2020, for the Indigent Fund, with a grand total of \$11,889.32.

The Board signed a Claims Approval Report dated May 8, 2020, for the Restitution-Courts Fund, with a grand total of \$2,265.70.

The Board signed a Claims Approval Report dated May 8, 2020, with a grand total of \$116,353.10 for the following funds: General, Airport, District Court II, Justice, Health District, Election Consolidation, Indigent, Revaluation, and Solid Waste.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Howell to approve the minutes of May 4 as read. It was seconded and carried with unanimous ayes.

INDIGENT MATTERS

❖ A Motion was made by Commissioner Crozier to approve indigent matters. It was seconded and carried with unanimous ayes. Denied were Case Nos. 1920-048; 1920-050; and 1920-047.

Meeting adjourned at 4:13 P.M.

Respectively submitted:

Charles M. Howell, Chairman

Jane White, Deputy Clerk

A. Ben Crouch, Vice Chairman

John Crozier, Commissioner