

JEROME COUNTY COMMISSIONERS

Monday, July 27, 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, as well as Commissioner Howell, told of citizen complaints they had heard about the closure of the Transfer Station for the regional solid waste district.

Commissioner Crozier reported from a Crisis Center board meeting of sustainability mechanisms used by the Center following cutbacks in State funding. He also said the report from St. Luke's on the coronavirus indicated that the number of virus cases had increased but that hospital capacity was not overwhelmed.

Commissioner Crouch had attended a Juvenile Justice Joint Powers board meeting and a barbecue for Jerome Chamber of Commerce directors.

Commissioner Howell reported from a SIRCOMM (emergency communications) meeting about the agency's budget, radios, and tower sites. He said directors had again hired Brett Reid after his month's absence.

All three Commissioners had attended a meeting in which Governor Little announced Idaho would remain in Idaho Rebounds Stage 4 and requested that all persons wear face masks.

ROTARY DONATION

The Rotary Club had sent receipts for removing graffiti from Yingst Grade, following the Board's decision on June 29 to reimburse the Club for its expenses.

❖ A Motion was made by Commissioner Crouch to approve \$580.66 for cleaning up graffiti at Yingst Grade. It was seconded, followed by discussion that the motion overrides the Board's previous decision to allow up to \$500, and carried with unanimous ayes.

JAIL INSPECTION

Commissioner Crouch said he would perform a quarterly jail inspection.

SIGN CLAIMS

The Commissioners signed claims for the July 15, 2020, to July 28, 2020, claims cycle as follows.

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BUDGET TOTALS

7/15/2020 TO 7/28/2020

#	DEPARTMENT	PAYROLL	ACCT PAY	GRAND TOTAL
1	CLERK	\$ 25,072.14		\$ 25,072.14
2	ASSESSOR	\$ 6,435.48	\$ 173.01	\$ 6,608.49
3	TREASURER	\$ 5,205.35	\$ 76.00	\$ 5,281.35
5	COMMISSIONERS	\$ 4,327.14	\$ 938.72	\$ 5,265.86
6	CORONER	\$ 407.10	\$ 2,160.00	\$ 2,567.10
10	BUILDING & GROUNDS MAINTENANCE	\$ 4,703.08	\$ 556.33	\$ 5,259.41
11	EMERGENCY MANAGEMENT	\$ 2,951.20		\$ 2,951.20
13	EXTENSION AGENT	\$ 2,941.60		\$ 2,941.60
14	DATA PROCESSING	\$ 1,264.50	\$ 2,248.95	\$ 3,513.45
15	ELECTIONS		\$ 6,446.92	\$ 6,446.92
18	GENERAL	\$ 19,028.04	\$ 2,780.64	\$ 21,808.68
21	PLANNING & ZONING	\$ 9,080.34	\$ 474.03	\$ 9,554.37
22	GIS	\$ 1,444.50		\$ 1,444.50
29	GENERAL FUND RESERVE			\$ -
30	VETERANS	\$ 641.19		\$ 641.19
	Sub Total (General Fund)	\$ 83,501.66	\$ 15,854.60	\$ 99,356.26
4	SHERIFF	\$ 56,419.60	\$ 62,943.29	\$ 119,362.89
5	SHERIFF-DETENTION	\$ 50,364.13	\$ 5,503.67	\$ 55,867.80
6	ADULT PROBATION	\$ 6,704.41	\$ 185.84	\$ 6,890.25
7	PROSECUTOR	\$ 18,505.85	\$ 355.28	\$ 18,861.13
8	PUBLIC DEFENDERS		\$ 1,928.22	\$ 1,928.22
9	JUVENILE PROBATION	\$ 8,149.72	\$ 1,407.73	\$ 9,557.45
18	GENERAL JUSTICE	\$ 27,356.10	\$ 75,651.38	\$ 103,007.48
	Sub Total (Justice Fund)	\$ 167,499.81	\$ 147,975.41	\$ 315,475.22
3	AIRPORT	\$ 1,866.56	\$ 34,333.46	\$ 36,200.02
6	DISTRICT COURT	\$ 4,922.36	2816.2	\$ 7,738.56
7	FAIR	\$ 4,325.46		\$ 4,325.46
9	CAPITAL FAIR			\$ -
11	HEALTH DISTRICT			\$ -
15	ELECTION CONSOLIDATION	\$ 1,734.65	\$ 5,509.50	\$ 7,244.15
16	INDIGENT	\$ 3,268.54	\$ 8,334.92	\$ 11,603.46
20	REVALUATION	\$ 9,248.82	\$ 464.48	\$ 9,713.30
23	SOLID WASTE			\$ -
24	TORT			\$ -
27	WEED		\$ 20,838.31	\$ 20,838.31
29	AMBULANCE			\$ -
38	WATERWAYS BOARD			\$ -
38	WATERWAYS SHERIFF			\$ -
41	BOND REDEMPTION			\$ -
	GRAND TOTAL	\$ 276,367.86	\$ 236,126.88	\$ 512,494.74

BUSINESS AND/OR ADMINISTRATIVE MATTERS

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

The Board signed Employee Wage Change forms to hire Connor Booth and Morgan Quayle as detention deputy sheriffs.

The Board signed a Direct Deposit Detail with a grand total of \$130,175.71 and a Payroll Claims Approval By Fund with a grand total of \$318,964.08, both dated July 23, 2020, for the July 5, 2020, through July 18, 2020, payroll cycle.

OLD BUSINESS

The Commissioners had learned that Governor Brad Little would fly into the Jerome Airport on July 31 for a Press Conference. They determined to speak with the Airport manager that afternoon about mowing all the weeds by July 30.

MARIO UMANA—JUVENILE PROBATION REPORT

Juvenile Probation Officer Mario Umana was present.

Mario Umana presented written statistics for the juvenile probation office from June 28, 2020, through July 25, 2020, which included 64 juveniles on probation and \$1,028.20 in total fees paid.

Umana reported that he had given a presentation about Jerome County's court diversion program at a two-day workshop in Boise. He said the meeting was very productive and that the State wanted to adopt the language for the program used in Jerome County.

Umana said that beginning July 1, his office would be charging juvenile probationers \$10 for each day they wear an ankle monitor. He also said local police were investigating graffiti suspects and that he would like the maintenance supervisor to put the half door to his office as the main door to the juvenile probation office, to which the Board agreed.

PUBLIC HEALTH UPDATE ON THE CORONAVIRUS

Present by speakerphone was Tanya Stitt, Emergency Management Director. Also present were Melody Bowyer, Josh Jensen, and Linda Montgomery, representing the South Central Public Health District; Randy Hall, St. Luke's regional emergency manager; and Dale Layne, Jerome Schools superintendent.

As director of the Health District, Melody Bowyer reviewed an e-mail she had sent regarding the number of coronavirus cases. She said it could take up to eight days to receive test results from a commercial lab.

Randy Hall reported that the St. Luke's hospitals had near normal populations, with 14 coronavirus cases.

Bowyer said the Public Health board of directors had passed a resolution recommending persons to wear face masks when social distancing is not possible, and she encouraged cities and counties to adopt the resolution also.

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Dale Layne sought information about the trending of coronavirus in relation to reopening the Jerome schools. Bowyer stated the virus is controlled by the collective behavior of persons rather than the weather and said that Governor Little had allocated funds for school personal protective equipment (ppe).

Josh Jensen added that the number of coronavirus cases is on a steady upward trend and would fluctuate until a vaccine is available.

Linda Montgomery asked if the Jerome Fair and Rodeo as well as Joe Mama's Car Show were still scheduled, and the Commissioners verified they were.

MICHELLE EMERSON AND TRACEE MCKIM—FY 2020-21 BUDGET WORKSHOP

Chief Deputy Clerk Tracee McKim was present.

Ambulance Budget: Tracee McKim addressed the proposed ambulance budget for FY 2020-21. She said the contract for the Magic Valley Paramedics would increase by three percent.

The Commissioners requested to reduce the Capital line by \$10,000 and put \$10,000 more in the Quick Response Units budget line so that each of the County's two Units would receive \$5,000 more in the 2021 budget year.

McKim reviewed that the Commissioners had requested on June 22 to reduce the \$6,000 for Administrative Costs in the current budget to \$3,000 and to put the \$3,000 in Repairs/Maintenance/Other.

Commissioner Howell expressed that he would not like to see the administrative cost line unused as in previous years and suggested the County contract with St. Luke's for a monthly amount.

➤ McKim said she would consult Clerk Michelle Emerson about setting an amount for monthly administrative costs.

McKim said she and Commissioner Crouch had met on July 21 and had made cuts to the "B" budgets and sent proposed changes to County department heads.

Fair Budget: McKim said the fair manager had said she needed an additional full-time maintenance employee but had not put the amount for one in her requested budget because she was waiting to hear if the position was to be shared with the Jerome Airport.

McKim said she had taken out the Wages-Full Time/Part Time budget line in the "A" budget and added a Contracts-Temp Workers line of \$15,000 in the "B" budget line, reducing the Wages-Part Time "A" budget line. She had also corrected the contingency line from \$1,000 to \$10,000.

Other "B" budget lines were increased by three percent except reductions in the Vehicles-Repairs and Promotional Events because of the extra funds in the current budget to celebrate the Fair's 100th anniversary. Increases were in the Utilities line because of increasing utility bills;

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Contract-Fair Security because of adding one more day to the Fair; and a nine percent increase in the Miscellaneous Fair Expenses in order to be closer to actual expenses.

The Racing Funds/Website line remained the same as the current year.

The Capital-Other line was reduced in the “C” budget.

Other decisions for the proposed Fair budget were continued until that afternoon.

Emergency Management Budget: McKim addressed additional budget cuts proposed by Emergency Management Director Tanya Stitt, totaling \$1,150. The Director had offered to forgo a wage increase for herself if necessary in order to grant a wage increase for her assistant.

The Sheriff’s office (which supervises Emergency Management personnel) had requested a 7.5 percent wage increase for the director and a 6.8 percent increase for her assistant.

A decision on wage increases was continued until that afternoon.

Sheriff’s Office Budget: McKim said the sheriff’s office had requested an increase of \$5,000 in the maintenance budget line in anticipation of the opening of a new jail pod.

Planning and Zoning Budget: McKim said she had adjusted the proposed FY 2020-21 budget to include salary increases approved by the Commissioners on July 20 for two P&Z employees. She said the P&Z administrator had made cuts of \$6,250 in other areas of her budget.

Airport Budget: McKim said the new budget would include a Capital-Other line of \$30,000 for the Jerome County airports although the airport manager had not requested an amount.

Meeting recessed at 11:47 A.M.

Meeting reconvened at 1:20 P.M. with Commissioners Crouch and Crozier present.

BUDGET WORKSHOP, Continued from the morning

Chief Deputy Clerk Tracee McKim was present.

Fair: Tracee McKim reported that the Fair manager had requested a full-time maintenance assistant and another part-time employee.

Commissioner Crozier advocated for the manager’s request and keeping maintenance personnel for the Fair and the Airport separate. Commissioner Crouch questioned whether the manager had the approval of the Fair Board for the personnel increases.

It was determined Commissioner Crozier would report to the Board about raises and additional personnel after the Fair Board meeting that evening.

Fair budget considerations were continued until July 28.

Emergency Management: The Commissioners deliberated about salary increases requested by the sheriff's office for emergency management personnel. They determined to budget for three percent salary increases for both Emergency Management positions in FY 2020-21 (as for other County employees), with Stitt to request merit raises, along with employee evaluations, for three percent wage increases in the current budget year. The Commissioners said the salary increases were based on input from the sheriff's office.

TERRY RUBY—NOXIOUS WEED REPORT

Tri-county Noxious Weed Superintendent Terry Ruby was present.

Terry Ruby reported the weed district for Jerome, Lincoln, and Gooding Counties had received a cost share grant from the Idaho State Department of Agriculture, which he had spent on herbicide and biocontrol. He said the \$40,000 received from the Bureau of Land Management (BLM) would be depleted by September and was being used to concentrate on borders between BLM land and private property. He added that the weed district had sent out numerous notices to property owners about their responsibilities to kill noxious weeds.

Ruby stated he had spoken at length with the Jerome prosecutor about complaints from Sergio and Julie Arroyo. The prosecutor had counseled that the weed office had completed all that was required about the complaints.

Ruby told the Commissioners that the Weed District does not spray anything into waterways according to a national pollution discharge elimination permit and that it would report to the Department of Environment Quality (DEQ) if fish are killed.

TIM LARSON AND KENT ATKIN—AIRPORT MATTERS

Airports Manager Tim Larson was present. Also present was Kent Atkin, airport consultant from JUB Engineers.

Independent Fee Estimate: Kent Atkin addressed the Independent Fee Estimates for administration of rehabilitating the Jerome Airport runway and replacing its beacon that had been submitted by Century West Engineering Corporation and JUB Engineers. He said a ten percent difference would be acceptable with the Federal Aviation Administration (FAA) and that Century West had quoted seven percent more because of more travel time expenses.

➤ The Board determined that Atkin would work with the airport manager to send a letter to the FAA accepting the bid from JUB Engineers.

Atkin said to plan on seeking bids for the project in September, with construction to begin in the spring of 2021. He added that he would bring engineers to the Board in August to inform the Commissioners of the process for updating the Master Plan for the Jerome Airport.

2:05 P.M. - Commissioner Howell was present.

Atkin was excused.

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Report: Tim Larson reported that the Airport Advisory Board had interviewed applicants for the manager assistant position and would make a recommendation to the Commissioners.

Larson submitted a quote of the worst case scenario to improve water pressure at the Jerome Airport. He said it would be two more weeks before a company could repair a tractor at the Airport.

Larson said a hangar owner would like to park his fifth wheel at his hangar for 30 to 60 days as living quarters for his family. The Board did not have any objections if permission were obtained from the Planning and Zoning Department and the Federal Aviation Administration.

Commissioner Crouch expressed disappointment with the weeds at the Airport and asked Larson to accomplish maximum curb appeal by Thursday because Governor Little was flying into the Airport on Friday. He also requested that Larson ask the State again to mow the weeds on its property adjacent to the Airport.

➤ Commissioner Crouch also asked Larson to complete asphalt repair from a broken pipe, door repair, and collection of outstanding lease payments.

BUDGET WORKSHOP

Department heads present were: Emergency Management Director Tanya Stitt, Sheriff George Oppedyk, Airports Manager Tim Larson, Juvenile Probation Administrator Mario Umana, Chief Deputy Clerk Tracee McKim, and Fair Manager Jamie Rupert.

The Commissioners met with the County department heads regarding their budget recommendations for FY 2020-21.

Tracee McKim reported she had settled the proposed budget with all department heads except the fair manager. She said all employees would receive a three percent raise in the new budget year. She added that it would be a tight year with “B” budgets cut but that it was a working budget.

Mario Umana said he was comfortable with the budget even though he had asked for four percent increases for two of his employees.

Commissioner Howell applauded Commissioner Crouch for making cuts that had not been previously considered. Commissioner Crouch said he appreciated everyone adding and subtracting and working together.

Tanya Stitt stated she needed her travel budget so that the office coordinator could attend educational classes.

McKim noted that there was \$2,000 in the sheriff’s budget for Search & Rescue.

Sheriff George Oppedyk said he was satisfied with the new budget, and Tim Larson stated he could make do with the slashes in the airport budget.

APPROVE CLAIMS

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

The Board signed a Claims Approval Report dated July 22, 2020, for the Justice and Indigent Funds, with a grand total of \$33,635.43.

The Board signed a Claims Approval Report dated July 22, 2020, for the Indigent Fund, with a grand total of \$8,124.92.

The Board signed a Claims Approval Report dated July 22, 2020, with a grand total of \$224,908.30 for the following funds: General, Airport, District Court II, Justice, Election Consolidation, Indigent, Revaluation, Weeds, Assessor Trust-Licenses, and Restitution-Courts.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Crozier to approve the minutes of July 13 and July 20 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. The Board signed an amended approval decision for Case No. 1819-121.

Meeting adjourned at 3:46 P.M.

Respectively submitted:

Charles M. Howell, Chairman

Jane White, Deputy Clerk

A. Ben Crouch, Vice Chairman

John Crozier, Commissioner