

JEROME COUNTY COMMISSIONERS

Monday, August 3, 2020

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

Meeting convened at 9:08 A.M.

COMMISSIONER REPORTS

Commissioner Crozier reported from a Fair Board meeting that plans for the Fair August 10-15 were proceeding with great caution.

Commissioner Howell informed the Board of regional solid waste board discussions regarding a contract for the director, who was to discuss his contract with the board again at its next meeting. Commissioner Howell also said he had addressed with the waste board the closure of transfer stations. He had admonished to keep the stations open on Saturdays and to make public service announcements if there were closures.

Commissioner Crouch, as well as the other two Commissioners, had listened to updates on the spread of the coronavirus from Governor Little and St. Luke's and had attended the Governor's Press Conference at the Jerome Airport regarding the desire of True West Beef to build a plant in Jerome County.

TRAINING FOR VETERANS OFFICER/COMMUNITY GUARDIANS COORDINATOR

The Commissioners approved former veterans service officer, Cody Cantrell, to train his replacement. It was determined Cantrell could meet with the new officer, Christine McGuire, on Tuesday, August 4.

APPROVE TIME RECORDS

The Board signed Time Records for Cody Cantrell, Brent Culbertson, Deserae Jones, and Mario Umana for the July 19, 2020, through August 1, 2020, pay cycle.

BUSINESS AND/OR ADMINISTRATIVE MATTERS

Commissioner Crouch reported the Jerome Senior Center had requested a fee exemption for a load to the Transfer Station following the Center's yard sale.

❖ A Motion was made by Commissioner Howell for the senior citizens yard sale, on behalf of Western Waste. It was seconded and carried with unanimous ayes.

The Board signed Employee Wage Change forms to hire Eric Kranzler as an airports assistant and Christine McGuire as a veterans service officer.

The Board signed an Employee Wage Change form, accompanied by an Employee Performance Review, to increase the salary of Emergency Management Director Tanya Stitt.

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The Board signed a Claims Approval Report dated July 30, 2020, for the Insurance Deductible Trust Fund, with a grand total of \$8,553.09.

The Board signed a Retail Alcoholic Beverage License for the Family Dollar, Inc., dba Family Dollar #26776, Jerome.

The Board signed a leave request for Deserae Jones.

The Board signed four Catering Permits for the South Hills Bar & Grill, LLC, Hansen, to be used August 8, 2020, from 12 P.M.-1 A.M.; August 12, 2020, from 12 P.M.-12 A.M.; August 29, 2020, from 4 P.M.-1 A.M.; and September 26, 2020, from 12 P.M.-1 A.M., all at the Risk Barn.

STEVE HINES—EXTENSION OFFICE REPORT

Extension Educator Steve Hines was present.

Steve Hines submitted a detailed written report covering employee activities in the University of Idaho Extension Office in June and July. He had listed efforts of Gretchen Manker as family consumer science educator, Cecilia Villicana as community nutrition advisor, and Tina Miller as 4-H coordinator.

Hines said the fat stock sale at the Fair would be conducted in person and virtually and would follow University of Idaho protocol.

Hines said he would like to purchase tires as allowed in the current extension office budget.

❖ A Motion was made by Commissioner Crouch to authorize the extension office to purchase new tires, not to exceed \$1500. It was seconded and carried with unanimous ayes.

TANYA STITT—CELL PHONE SERVICE

Emergency Management Director Tanya Stitt and Coordinator Kirsten Howard were present.

Tanya Stitt presented information about AT&T FirstNet, which the sheriff's office was requesting to use, replacing its current phone service with Verizon. She told of the advantages of the service, which included the assurance of access and the ability to use phones as radios.

Commissioner Crouch asked a question, and Stitt said she would return with information about net device calls.

HEALTH DISTRICT UPDATE ON THE CORONAVIRUS

Present was Clerk/Auditor/Recorder Michelle Emerson. Also present by speakerphone were Tanya Stitt and Kirsten Howard, emergency management director and coordinator, respectively; Melody Bowyer, Linda Montgomery, and Brenda Gully, Health District representatives; Randy Hall, St. Luke's emergency manager; Eric Anderson and Dale Layne, Valley and Jerome school district superintendents, respectively; Dave Davis, Jerome mayor; and Jim Davis.

As Public Health District director, Melody Bowyer thanked the City of Jerome for adopting the Health District's resolution establishing standards for face coverings in public places. She said the District is classified in the yellow range (moderate risk and community spread) regarding the number of cases of coronavirus. She added that the health board would be holding a special meeting to consider mitigation strategy for the spread of the virus.

Dale Layne said the Jerome School Board had also adopted a resolution strongly recommending the wearing of masks. Eric Anderson said the Valley School Board had resolved that anyone entering the school building would be required to wear a mask.

Brenda Gully reported on the number of cases in the jail and extended living facilities. Bowyer said the number of cases in the Jerome incarceration facility was starkly fewer than in other jails. She also said hospital capacity is sufficient and that there were no staffing or supply chain problems. She added that the number of patients in the Magic Valley hospital is low, allowing capacity for coronavirus patients from other hospitals.

Randy Hall offered more statistics from St. Luke's.

PUBLIC HEARING, CONTINUED—JIM DAVIS SETBACK VARIANCE (recorded)

Present were Nancy Marshall and Kacie Buhler, planning and zoning administrator and assistant, respectively. Also present was Jim Davis.

Commissioner Howell continued a hearing from July 8, 2019, in which Jim Davis had requested a variance to the minimum setback requirements for an already constructed building on his property.

Jim Davis said he had no questions for the Board.

Nancy Marshall explained the Commissioners had changed the Jerome County Zoning Ordinance since the original hearing for a variance so that a variance would not be required if another public agency approved a setback.

Commissioner Howell verified with Davis that the Jerome Highway District had issued a waiver for his building

❖ A Motion was made by Commissioner Crozier to deny the request for a variance for Jim Davis from the hearing of July 8, 2019. It was seconded and carried with unanimous ayes.

Commissioner Howell closed the public hearing.

Marshall advised Davis that he would need to obtain a final approval from the highway district before working with the planning and zoning department to obtain a building permit.

CONNIE STOPHER—SOUTHERN IDAHO ECONOMIC DEVELOPMENT UPDATE

Connie Stopher and Ervina Covcic were present representing Southern Idaho Economic Development (SIED) via a Zoom meeting.

As executive director, Connie Stopher showed the Commissioners a box that the economic development organization fills with local products to send to prospective businesses. She said SIED and local business representatives had met virtually with businesses and had showed them the local supply chains.

Ervina Covcic, representing Rural Economic Development Services (REDS), stated she had been working with the Idaho Farm Store in Hazelton in informing it of resources and links to help develop its business. She said she would follow up on a mural project in Eden. She also said that both Eden and Hazelton had applied for State grants.

➤ Commissioner Howell asked that SIED put a video about True West Beef, which is anticipating locating in Jerome County, on its Website.

Meeting recessed at 11:50 A.M.

Meeting reconvened at 2:30 P.M.

TIM LARSON AND KENT ATKIN—AIRPORTS REPORT

Airports Manager Tim Larson and new Airport Assistant Eric Kranzler were present. Also present was Kent Atkin, airports consultant from JUB Engineers.

Hazelton Airport Grant: Kent Atkin presented a resolution and accompanying grant agreement from the Idaho Transportation Department Division of Aeronautics. He stated the grant of \$102,550, with a matching amount from Jerome County, for runway, taxiway, and apron rehabilitation would be a huge benefit to the Hazelton Airport.

❖ A Motion was made by Commissioner Crouch to pass Resolution 2020-34 to accept the grant agreement and to authorize Commissioner Howell to sign it. It was seconded, with discussion that the Board was grateful for Kent Atkins's help, and carried with unanimous ayes.

RESOLUTION 2020-34

County Resolution

Exact from the minutes of a regular meeting
of the County Commission of Jerome County, Idaho
Held on August 3, 2020

Commissioner Howell introduced the following Resolution, was read in full, considered, and adopted:

Resolution Number 2020-34 of Jerome County, Idaho, accepting the Grant Offer of the State of Idaho through the Idaho Transportation Department, Division of Aeronautics, in the maximum amount of 102550 to be used under the Idaho Airport Aid Program, FS Program Number: L218U94, Project Number: SP-U94-06 in the development of the Hazelton Municipal Airport; and

Be it resolved by the Chairman and County Commission of Jerome County, Idaho (herein referred to as the County), as follows:

Sec. 1. That the County shall accept the Grant Offer of the State of Idaho in the amount of \$102,550.00 for the purpose of obtaining State Aid under FS Program Number: L218U94, Project Number: SP-U94-06 in the development of the Hazelton Municipal Airport; and

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Sec. 2. That the Chairman of the Jerome County County Commission is hereby authorized and directed to sign the statement of Acceptance of said Grant Offer (entitled Acceptance) on behalf of the County. The County clerk is hereby authorized and directed to attest the signature of the Chairman and to impress the official seal of the County on the aforesaid statement of Acceptance; and

Sec. 3. A true copy of the Grant Agreement referred to herein be attached hereto and made a part thereof.

Passed by the County Commission and approved by the Chairman this 3rd day of August 2020.

ATTEST:

/s/ Charles M. Howell

Charles Howell, Chairman

Michelle Emerson, County Clerk

CERTIFICATE

I, Michelle Emerson, County clerk, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 2020-34 adopted at a regular meeting of the County Commission held on the 3rd day of August 2020, and that the same is now in full force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and impressed the official seal of the County, this 3rd day of August 2020.

(S E A L)

/s/ Michelle Emerson

Michelle Emerson, County Clerk

GRANT AGREEMENT IDAHO AIRPORT AID PROGRAM STATE FISCAL YEAR-21

TO: Jerome County, Idaho
(Hereinafter referred to as the "SPONSOR")

FROM: The State of Idaho, acting through the IDAHO TRANSPORTATION DEPARTMENT, DIVISION OF AERONAUTICS
(Hereinafter referred to as the "STATE")

WHEREAS, the SPONSOR has submitted to the STATE an application for assistance from the Idaho Airport Aid Program for development of the Hazelton Municipal Airport, together with the planning proposal or plans and specifications for the project. The STATE approved the application, and it is hereby incorporated herein and made a part thereof:

WHEREAS, the Idaho Transportation Board has approved a project for development of the airport consisting of the following described airport development:

Project Description: RW, TW, Apron Rehab
FS Program Number: L218U94
Project Number: SP-U94-06

NOW THEREFORE, for the purpose of carrying out the provisions of the Uniform State Aeronautics Department Act; Title 21 of the Idaho Code, as amended, and in consideration of the SPONSOR acceptance of this offer, as hereinafter provided, the STATE hereby agrees to pay, as its share of the costs incurred in accomplishing the project, not more than 50% of allowable project costs.

This Grant incorporates the following terms and conditions:

1. The STATE affirms that:

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- A. The maximum obligation of the STATE payable under this Grant shall be \$102,550.00.
- B. This grant expires on June 30, 2024, and the STATE shall have no further obligation after that date.

2. The SPONSOR shall:

- A. Certify the availability of at least \$102,550.00 to match STATE participation in said project.
- B. Diligently and expeditiously complete this project by June 30, 2024, and likewise pursue appropriate measures as may be agreed upon by the SPONSOR and the STATE to remedy project delays, including but not limited to litigation or condemnation.
- C. Carry out and complete the project in accordance with the plans, specifications, and property map, incorporated herein, as they may be revised or modified, with approval of the STATE.
- D. Competitively bid all contracts for construction involved in this project in accordance with bidding procedures outlined in Idaho Statute Title 67, Chapter 92 of the Idaho Code and Title 2 CFR part 200 and provide solicitation documentation to the Division of Aeronautics.
- E. In connection with the acquisition of real property for the project, secure at least two written appraisals by licensed appraisers and not pay in excess of the highest appraisal without the written consent of the STATE or except as directed by a court of competent jurisdiction after a contested trial and a judgment not resulting from agreement between the parties.
- F. Receive no STATE funds in any case until it certifies in writing that it has funds available and will spend at least the amount designed in Paragraph (A) above, solely for the project in question.
- G. Agrees to hold said airport open to the flying public for the useful life of the facilities developed under this project. Grant no exclusive use or operating agreements, to any person, company, or corporation. Failure to abide by such agreement shall automatically obligate the immediate and full return of all State of Idaho money expended on behalf of the project to the State of Idaho.
- H. Agrees to fulfill the FAA assurances applicable to this project and follow the requirements in 49 USC 471 Airport Development. (Only applies to FAA funded projects)
- I. Agrees to follow and include applicable FAA required contract terms to any associated contracts granted in association with this grant. (Only applies to FAA funded projects)
- J. Submit with this accepted Grant Agreement the full name of the local Project Manager/Inspector along with full contact information including work phone number, cell phone number, fax number, email address, and postal mailing address. Also include a job related contact that will know the whereabouts of and can contact the Project Manager/Inspector quickly for Grant related matters.
- K. Use the provided "Project List and Submittals" form to monitor the project's progress. The SPONSOR will submit the form when submittals are made, and provide the completed form, along with the reports, as part of the closeout documents.

- 3. The allowable costs of the project shall not include any costs determined by the STATE to be ineligible.
- 4. The STATE reserves the right to amend or withdraw this offer at any time prior to its acceptance by the SPONSOR.
- 5. This offer shall expire, and the STATE shall not be obligated to pay any part of the costs of the project unless the final agreement has been accepted by the SPONSOR on or before 8/28/2020 or such subsequent date as may be prescribed in writing by the STATE.

Except for those projects receiving both State and Federal Aid (submit copies of FAA Application and Agreement), the following inspection schedule and reporting system are required:

6. Inspection Schedule and Reporting System:

Inspection Schedule and Reporting System will vary for each project. The SPONSOR must make reports and be subject to inspections on the following schedule:

- A. SPONSOR shall report project commencement date.
- B. SPONSOR shall make no less than three progress reports during construction.
- C. SPONSOR shall receive approval prior to any change in the scope of the project.
- D. SPONSOR shall report project completion date and request final inspection and payment.
- E. STATE may participate in the final inspection and shall sign off the project as completed.
- F. STATE may arrange for audit of account in accordance with regularly scheduled audit program.

The execution of this instrument by the SPONSOR and ratification and adoption of the project application incorporated herein provides proof of the Sponsor's commitment, as hereinafter provided. Said offer and acceptance shall comprise allocation agreement, constituting the obligation and rights of the State of Idaho and the SPONSOR with respect to the accomplishment of the project and the operation and the maintenance of the airport. Such allocation agreement shall become effective upon the SPONSOR acceptance of this offer and shall remain in full force and effect throughout the useful life of the facilities developed under the project but in any event not to exceed twenty (20) years from the date of acceptance.

STATE OF IDAHO, ITD
Division of Aeronautics

By: /s/ Jeffrey L. Marker
Jeffrey L. Marker, Administrator

ACCEPTANCE

THE SPONSOR DOES HEREBY RATIFY AND ADOPT ALL STATEMENTS, representations, warranties, covenants, and agreements contained in the project application and incorporated materials referred to in the foregoing offer and does hereby accept said offer and by such acceptance agrees to all of the terms and conditions thereof.

Executed this 3rd day of August 2020.

ATTEST:

Michelle Emerson, County Clerk

By: /s/ Charles M. Howell
Charles Howell, Chairman
Jerome County, County Commission

I, Michelle Emerson, County Clerk, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 2020-34 adopted at a regular meeting of the County Commission held on the 3rd day of August 2020 and that the same is now in full force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and impressed the official seal of the County, this 3rd day of August 2020.

(S E A L)

/s/ Michelle Emerson
Michelle Emerson, County Clerk

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Atkin said the Hazelton project would begin in the spring of 2021.

Atkin gave the Board an Agreement for Professional Services from JUB Engineers for bidding and construction administration to rehabilitate the runway of the Jerome Airport and to replace the Airport's beacon. He said no County match would be required for the project because of a federal decision related to monetary relief due to the coronavirus pandemic.

➤ He asked that the County attorney review the contract so it could be signed and bidding could begin in September.

Airports Report: Tim Larson reported on maintenance projects at the Jerome Airport.

➤ Commissioner Crouch requested that Larson and Kranzler keep the Jerome Airport clean and tidy, with grass and weeds cut short all the way to the highway. He asked if the hangar owners do not keep the grounds clean within ten feet of their hangars that Airport personnel do so and charge the owners.

➤ Larson said he would coordinate with Kranzler for his work schedule for the next two weeks.

CONGRESSIONAL REPRESENTATIVES—UPDATE

The Congressional representatives phoned to cancel their appointment, with the intent to reschedule at a later date.

LUCY NOBLE—FINISH COAT FOR FAIRGROUNDS STAGE

Lucy Noble was present.

Lucy Noble addressed the Board as the mother of daughters who dance on the free stage at the Jerome Fairgrounds. She presented a written request and an estimate from Advanced Flooring Concepts (AFC) to grind the concrete on the stage and apply a primer and a top coat of acrylic.

Noble said she and the Fair manager had talked with Kevin Higley with AFC, who was willing to trade his work for advertising. She requested that the County cover any amount not covered by advertising charges.

❖ A Motion was made by Commissioner Crozier to approve the expense of \$1585 to Advanced Floor Covering for the acrylic surfacing of the stage at the Fairgrounds, with the option of trading the price for advertising. It was seconded and carried with unanimous ayes.

➤ Noble said the fair manager and Higley would work together on the value of advertising for his business.

MICHELLE EMERSON AND TRACEE MCKIM—CLERK MATTERS

Present were Clerk/Auditor/Recorder Michelle Emerson and Chief Deputy Clerk Tracee McKim.

Adopt Tentative Ambulance District Budget: This matter was continued until August 7.

Adopt Tentative County Budget: Tracee McKim reported that the clerk's office had discovered that adding an additional employee in the Fairgrounds FY 2020-21 budget would exceed the Fair's levy limit set by the Idaho State Tax Commission. She suggested putting the cost of an employee in the building and grounds maintenance line in the General Fund.

The Board considered McKim's proposal but agreed not to hire a Fair employee who would be supervised by the Commissioners. Commissioner Howell favored the Fair cutting its budget by \$30,500 in order to include the additional employee in its budget.

The matter was continued until August 7 to allow the Fair management time to consider whether to trim its budget or to forgo an additional employee.

Resolution to Reserve Forgone Amount: This resolution was not necessary because it was to be included in the final FY 2020-21 budget resolution in September.

Resolution for Bond Bank: Michelle Emerson said she needed more information from the bond bank, and the matter was continued until August 10.

Equipment Purchase: McKim told the Board of technology equipment she would like to purchase.

❖ A Motion was made by Commissioner Crouch to approve \$28,818.82 on computer software and licenses, a switch, and computers. It was seconded and carried with unanimous ayes.

CARES Act Funding: The Board discussed whether to withdraw from accepting CARES Act funds as determined on July 13. They obtained from the State how much Jerome County would receive and determined to continue making a decision until August 7.

LORRAINE TAYLOR—AUTOPSY REPORT

Lorraine Taylor phoned to say she no longer wanted to address the Board about a request for an autopsy.

INDIGENT MATTERS

❖ A Motion was made by Commissioner Crozier to follow staff recommendations for indigent matters. It was seconded and carried with unanimous ayes. Approved was Case No. M020-005. Denied were Case Nos. 1920-055; 1920-058; 1920-053; and 1920-062; dismissed was Case No. 1920-046.

Meeting recessed at 4:45 P.M. until August 7.

Respectively submitted:

Jane White, Deputy Clerk

Charles M. Howell, Chairman

A. Ben Crouch, Vice Chairman

John Crozier, Commissioner