

JEROME COUNTY COMMISSIONERS

Monday, August 10, 2020

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

Meeting convened at 9:10 A.M.

COMMISSIONER REPORTS

Commissioner Crouch reported from an Airport Advisory Board meeting attended by new airport assistant Eric Kranzler and airports consultant Kent Atkin. The Board had given hangar owners two weeks to have the areas around their hangars free of weeds or they would be charged for the cleanup. Commissioner Crouch had also given a radio interview.

Commissioners Crouch and Crozier had participated in a jail construction overseer meeting including representatives from both Lombard Conrad Architects and Starr Corporation.

Commissioner Howell had spoken with County fair personnel and had solved an electrical problem at the fairgrounds.

All three Commissioners had attended the Jerome Chamber of Commerce Business After Hours event at the fairgrounds and had listened to a situation report about the coronavirus from a St. Luke's emergency manager.

FAIR PARADE OFFICE CLOSURES

The Commissioners responded to employee inquiries about closing offices for the Jerome County Fair and parade.

Following discussion, they decided to allow offices to close at 3:30 P.M. on August 11, with employees paid for 90 minutes without using their time-off benefits.

BOARD OF HEALTH APPOINTMENT

The Board was in receipt of a letter from the Health District stating that the Twin Falls County Commissioners had nominated Brent Reinke to serve on the Board of Health as of July 1, 2020.

❖ A Motion was made by Commissioner Howell to vote for Brent Reinke to be appointed to the Board of the South Central Public Health District. It was seconded and carried with unanimous ayes.

STARR CORPORATION CLAIM

❖ A Motion was made by Commissioner Howell to pay the Starr Corporation \$276,561.15 for jail pod construction. It was seconded and carried with unanimous ayes.

SIGN CLAIMS

The Commissioners signed claims for the July 29, 2020, to August 10, 2020, claim cycle as follows.

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BUDGET TOTALS

7/29/2020 TO 8/10/2020

#	DEPARTMENT	PAYROLL	ACCT PAY	GRAND TOTAL
1	CLERK	\$ 25,089.07	\$ 593.49	\$ 25,682.56
2	ASSESSOR	\$ 6,435.49		\$ 6,435.49
3	TREASURER	\$ 5,205.35		\$ 5,205.35
5	COMMISSIONERS	\$ 4,327.14	\$ 1,084.43	\$ 5,411.57
6	CORONER	\$ 407.10	\$ 500.00	\$ 907.10
10	BUILDING & GROUNDS MAINT	\$ 4,591.16	\$ 2,636.78	\$ 7,227.94
11	EMERGENCY MANAGEMENT	\$ 2,951.21	\$ 4,651.39	\$ 7,602.60
13	EXTENSION AGENT	\$ 2,941.60	\$ 1,084.55	\$ 4,026.15
14	DATA PROCESSING	\$ 1,264.50	\$ 10,398.39	\$ 11,662.89
15	ELECTIONS			\$ -
18	GENERAL	\$ 29,842.51	\$ 12,477.69	\$ 42,320.20
21	PLANNING & ZONING	\$ 9,301.36	\$ 328.94	\$ 9,630.30
22	GIS	\$ 1,444.50		\$ 1,444.50
29	GENERAL FUND RESERVE			\$ -
30	VETERANS	\$ 482.74		\$ 482.74
	Sub Total (General Fund)	\$ 94,283.73	\$ 33,755.66	\$ 128,039.39
4	SHERIFF	\$ 47,559.11	\$ 22,219.40	\$ 69,778.51
5	SHERIFF-DETENTION	\$ 49,610.06	\$ 6,572.27	\$ 56,182.33
6	ADULT PROBATION	\$ 7,034.15	\$ 235.00	\$ 7,269.15
7	PROSECUTOR	\$ 18,505.85	\$ 43.39	\$ 18,549.24
8	PUBLIC DEFENDERS		\$ 11,544.69	\$ 11,544.69
9	JUVENILE PROBATION	\$ 8,149.72	\$ 21,734.36	\$ 29,884.08
18	GENERAL JUSTICE	\$ 53,676.35	\$ 286,020.29	\$ 339,696.64
	Sub Total (Justice Fund)	\$ 184,535.24	\$ 348,369.40	\$ 532,904.64
3	AIRPORT	\$ 2,279.98	\$ 65,516.62	\$ 67,796.60
6	DISTRICT COURT	\$ 5,262.16	4131.41	\$ 9,393.57
7	FAIR	\$ 6,192.84		\$ 6,192.84
9	CAPITAL FAIR			\$ -
11	HEALTH DISTRICT			\$ -
15	ELECTION CONSOLIDATION	\$ 2,148.69	\$ 2,824.92	\$ 4,973.61
16	INDIGENT	\$ 4,096.62	\$ 53,010.31	\$ 57,106.93
20	REVALUATION	\$ 11,357.49	\$ 891.54	\$ 12,249.03
23	SOLID WASTE			\$ -
24	TORT			\$ -
27	WEED			\$ -
29	AMBULANCE			\$ -
38	WATERWAYS BOARD	\$ 280.79		\$ 280.79
38	WATERWAYS SHERIFF			
41	BOND REDEMPTION		\$ 523,857.68	\$ 523,857.68
	GRAND TOTAL	\$ 310,437.54	\$ 1,032,357.54	\$ 1,342,795.08

BUSINESS AND/OR ADMINISTRATIVE MATTERS

The Board signed a Direct Deposit Detail with a grand total of \$135,237.43 and a Payroll Claims Approval by Fund with a grand total of \$304,947.80, both dated August 5, 2020, for the July 19, 2020, through August 1, 2020, payroll cycle.

The Board signed leave requests for Nancy Marshall and Mario Umana.

Commissioner Howell signed a Catering Permit for Tacos Azteca, Jerome, to be used September 12, 2020, from 12 P.M.-12 A.M. at 60 Bob Barton Road, Jerome.

BRENT CULBERTSON—MAINTENANCE REPORT

Maintenance Supervisor Brent Culbertson was present.

Brent Culbertson reported he had been modifying department entrances in the Courthouse to the satisfaction of employees concerned about the spread of the coronavirus.

➤ Commissioner Howell requested that Culbertson install a new sign indicating the new entrance to the planning and zoning department.

Culbertson said he had arranged for resurfacing the ambulance building parking lot before October.

HEALTH DISTRICT UPDATE ON THE CORONAVIRUS

Present was Clerk/Auditor/Recorder Michelle Emerson. Present by speakerphone were Tanya Stitt and Kirsten Howard, County emergency management director and coordinator, respectively; Melody Bowyer, executive director of the South Central Public Health District; Logan Hudson, Health District epidemiology representative; and Dale Layne and Eric Anderson, school superintendents for Jerome and Valley school districts, respectively.

Melody Bowyer referred to e-mails she had sent with statistics on the spread of the coronavirus within the Health District parameters and also specific to Jerome County. She stated the Health Board had established criteria to determine a color code for the amount of infection in different areas and then had made recommendations to curb the spread in each area.

Dale Layne asked about obtaining the numbers he needed to make decisions for returning students to school. Bowyer said the Health District would publish results every other week. Logan Hudson said he would provide the number of cases for persons under 18 years of age to the superintendents.

Layne said he needed the total number of Jerome County cases since the beginning of the virus as well as numbers from the previous week; Hudson said he would provide the current numbers.

Bowyer said the Jerome County number of cases was high and recommended that students wear masks if it was difficult to have physical distancing within a school.

NANCY MARSHALL—PLANNING AND ZONING REPORT

Planning and Zoning Administrator Nancy Marshall was present.

Nancy Marshall reviewed her written Department Head Report for July with the Commissioners. It included statistics on finances, building department inspections and projects, code enforcement, mapping, administrator meetings and activities, and other office endeavors.

In answer to the Commissioners' questions, Marshall said the mapping employee is very valuable to the County. She commented on establishing a recreation zone, saying that her department and legal counsel have had many conversations, which continue weekly, in writing the recreation zone text and that it will affect many chapters in the Jerome County Zoning Ordinance.

Marshall said she has developed procedures in her office to keep the flow of tasks faster and more on track. She also reminded the Board the difference between the Commissioners sponsoring legislation and approving it.

Meeting recessed at 11:40 A.M.

Meeting reconvened at 2:03 P.M.

TIM LARSON—AIRPORTS REPORT

Airport Manager Tim Larson was present.

Tim Larson reported on the completed installation of a new beacon for the Jerome Airport. He said it would be one more week until Burks Tractor Company could repair the small tractor.

Larson had two quotes for needed paving at the Airport and said he was expecting two more. He was also waiting for two estimates to repair a water line. He said he would seek quotes to repair a pickup.

Larson said his new assistant had worked a few hours on mowing weeds and would begin full-time employment on August 12. He said his own duties would include training his assistant, mowing, and sending out new leases.

➤ Commissioner Crouch asked Larson to clean and organize both shops, sorting out what the Airport does not need.

DESERAE JONES—ROLL OVER PAID TIME OFF (PTO)

Misdemeanor Probation Administrator Deserae Jones was present.

Deserae Jones requested to roll over an additional 20 hours of paid time off [PTO]. She explained why she had not used the benefit hours because of the coronavirus and said she would use the 20 hours soon.

❖ A Motion was made by Commissioner Crozier to approve a leave request for Deserae Jones to carry over 20 additional hours of PTO because of the coronavirus and the way her anniversary date falls. It was seconded and carried with unanimous ayes.

The Board signed two leave requests for Jones.

MICHELLE EMERSON AND TRACEE McKIM—CLERK MATTERS

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

Adopt Tentative County Budget and Forgone Resolution: The tentative County budget and forgone resolution were approved on August 7.

Adopt Tentative Ambulance Budget and Forgone Resolution: Tracee McKim explained that there would not be a forgone amount for the ambulance budget so a forgone resolution would not be necessary.

❖ A Motion was made by Commissioner Crozier to adopt the tentative FY 2020-21 ambulance budget. It was seconded and carried with unanimous ayes.

Review Bond Bank Documents: This matter was continued until August 14.

Technology Equipment Purchases: McKim explained upgrades needed at the sheriff's complex so that it would experience minimal computer down time.

❖ A Motion was made by Commissioner Crozier to approve the expense of approximately \$50,000 for additional technology infrastructure for the sheriff's office out of the Justice General Fund. It was seconded and carried with unanimous ayes.

McKim told the Board a router was needed at the Judicial Annex Building.

❖ A Motion was made by Commissioner Crouch to approve an additional \$932.38 for a router for the Judicial Annex for technology upgrades. It was seconded and carried with unanimous ayes.

Discuss CARES Act Funding: Treasurer Tevian Ekren-Kober was present. She said the Idaho State Tax Commission was reprogramming tax bills to accommodate the CARES Act regarding coronavirus funding relief.

➤ The Commissioners were to discuss their acceptance of CARES Act funding from the State on August 24.

MIKE SEIB—LEGAL COUNSEL

Meeting with legal counsel was continued until August 7.

APPROVE CLAIMS

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

The Board signed a Claims Approval Report dated August 7, 2020, for the Court Bond Trust and Restitution-Courts Funds, with a grand total of \$11,219.

The Board signed a Claims Approval Report dated August 5, 2020, for the Court Trust-Odyssey Fund, with a grand total of \$1,814.60.

The Board signed a Claims Approval Report dated August 7, 2020, with a grand total of \$454,187.49 for the following funds: General, Airport, District Court II, Justice, Election Consolidation, Indigent, Revaluation, Waterways, Auditor’s Trust, and Jail Commissary Commission.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Crouch to approve the minutes of August 3 and August 7. It was seconded and carried with unanimous ayes.

INDIGENT MATTERS

These matters were not necessary.

Meeting adjourned at 3:22 P.M.

Respectively submitted:

Charles M. Howell, Chairman

Jane White, Deputy Clerk

A. Ben Crouch, Vice Chairman

John Crozier, Commissioner