

JEROME COUNTY COMMISSIONERS

Monday, September 21, 2020

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

Meeting convened at 9:06 A.M.

Commissioner Crouch was excused.

COMMISSIONER REPORTS

Commissioner Crozier reported from a week of many meetings as follows.

- (1) South Central Public Health District, determined parking lot resurfacing was not necessary;
- (2) Republican Central Committee;
- (3) Fair Board, monster truck event request and REDS (Rural Economic Development Services) will provide signs for the Fairgrounds; and
- (4) Lava Ridge Wind Project with Commissioner Crouch, information from several government agencies.

Commissioner Crozier said he had also approved the purchase of a barbecue grill for the sheriff's office from its office supplies budget line.

Commissioner Crozier had also heard citizen complaints about too much after-hours activity at the horse stalls and a Fairgrounds vendor concerned about following COVID-19 restrictions.

All three Commissioners had attended a Jerome 20/20 annual economic forum, a Scoular ground breaking for a new facility to produce barley protein concentrate; and a Jerome Chamber of Commerce Business After Hours event and ribbon cutting for the North Canyon Jerome Clinic at the Crossroads Heritage Building.

SIGN JAIL MEDICAL CONTRACT

The Board was in receipt of a renewal contract for jail medical services, which had no changes from the current contract except for agreement to an increased amount when the new jail pod is full in 2021.

❖ A Motion was made by Commissioner Howell to sign the medical services contract with Sawtooth Correctional Medicine upon approval by the sheriff. It was seconded and carried with unanimous ayes.

HEALTH DISTRICT UPDATES

The Board agreed to receive an update on the coronavirus from the South Central Public Health District on September 28 through Emergency Management Director Tanya Stitt because of a public hearing on a zoning matter scheduled at the same time of the Health District's report.

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The Commissioners also determined to continue scheduling updates from the Health District regarding the spread of the virus.

BUSINESS AND/OR ADMINISTRATIVE MATTERS

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

The Board signed an Employee Wage Change for Jonathan Almazan-Cezar to increase his salary for obtaining Deputy 2 status.

The Board signed a Direct Deposit Detail with a grand total of \$142,374.56 and a Payroll Claims Approval By Fund with a grand total of \$322,163.24, both dated September 15, 2020, for the August 30, 2020, through September 12, 2020, payroll period.

The Board signed Employee Wage Change forms to increase the salaries of Juvenile Probation employees each by three percent effective October 1, 2020, as approved by the Commissioners in the FY 2020-21 budget, to wit, Stephanie Callen, Camille Tracy, Jason Wilson, Maira Torres, and Mario Umana.

The Board signed Employee Wage Change forms to increase the salaries of Treasurer employees each by three percent effective October 1, 2020, as approved by the Commissioners in the FY 2020-21 budget, to wit, Taylor Perkins, Christina Lagle, and Tevian Ekren-Kober.

The Board signed Employee Wage Change forms to increase the salaries of Misdemeanor Probation employees each by three percent effective October 1, 2020, as approved by the Commissioners in the FY 2020-21 budget, to wit, Andrea Gonzalez, Deserae Jones, Barbara Lloyd, Jeffrey Thomason, and Tyler Worthington.

The Board signed Employee Wage Change forms to increase the salaries of Emergency Management employees each by three percent effective October 1, 2020, as approved by the Commissioners in the FY 2020-21 budget, to wit, Tanya Stitt and Kirsten Howard.

The Board signed Employee Wage Change forms to increase the salaries of Assessor employees each by three percent effective October 1, 2020, as approved by the Commissioners in the FY 2020-21 budget, to wit, Sabrina Henderson, Lucinda Noble, Javier Paredes, Ryan Stout, Tracy Perkins, Stacy Elmore, Tanzy McCool, Susan Pohanka, and Justin McMillan.

The Board signed Employee Wage Change forms to increase the salaries of Planning and Zoning employees each by three percent effective October 1, 2020, as approved by the Commissioners in the FY 2020-21 budget, to wit, Tiffany Razo-Chavez, Denice Carrillo, Kacie Buhler, Mark Reyes, Sharde McMillan, and Nancy Marshall.

MICHELLE EMERSON—EMPLOYEE TIME OFF FOR COVID-19

Clerk/Auditor/Recorder Michelle Emerson and Treasurer Tevian Ekren-Kober were present.

Employee Time Off for COVID-19: Michelle Emerson explained that a deputy clerk had used her personal time off while waiting for results from a COVID-19 test.

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The Board referred to the County's Emergency COVID-19 Policy, which allows paid COVID-19 leave for up to 80 hours, to be indicated as "Administrative Leave-COVID 19" on their time sheets.

➤ The Board favored changing the employee's time off to paid administrative leave. The matter was continued for further discussion on September 28 because it was necessary for the employee to be absent from work because of COVID for more than 80 hours.

Election Purchase: Emerson presented the Board a quote for additional election equipment.

❖ A Motion was made by Commissioner Crozier to approve an expenditure of \$1,699.80 for "Vote Here" signs. It was seconded and carried with unanimous ayes.

Emerson informed the Board that the Jerome charter school had offered the County its building to use for voting in the upcoming November election because the Priory was no longer available.

The Board discussed with Emerson other possible voting locations to use after the November election.

Emerson explained precautions the clerk's office would be taking for the November Presidential Election and said a ballot box would be mounted outside to collect mail-in ballots.

Certification of Levies: This matter was continued until September 28.

Bond Update: Emerson referred to an e-mail from Christian Anderson with Zions Bank regarding refinancing the jail bond. He had said that the interest rate would not be locked in until the next day. There were no questions from the Commissioners, and signing final documents was put on the Commissioners' September 28 agenda.

HEALTH DISTRICT—UPDATE ON CORONAVIRUS

Present by speakerphone were Josh Jensen and Linda Montgomery, South Central Public Health District; Tanya Stitt, County Emergency Management director; Mike Williams, City of Jerome administrator; and Dale Layne, Jerome schools superintendent.

Josh Jensen gave statistics of coronavirus cases within the Health District, which included 38 new cases within the last week. He said the numbers would keep the District in the yellow (moderate risk) level although they had been trending upward.

Jensen said the District was monitoring 72 cases in Jerome and that there had been no new outbreaks. He reported eight cases from the Jerome school district and five from the Valley school district.

Linda Montgomery asked the Health District's role when schools curb their activities because of coronavirus cases. Jensen said the District recommends isolation, quarantine, and testing. He said the District does not test unless there is a good reason for surveillance but recommends testing

through local providers. Montgomery also asked if there were any cases of children with the virus, and Jensen said two were hospitalized.

Jensen said he receives weekly reports from St. Luke's Emergency Director Randy Hall. He had reported the number of hospitalized coronavirus patients had increased but that there were no concerns about hospital capacity.

RICK HABERMAN—ASSESSOR MATTERS

Assessor Rick Haberman was present.

Extension of Time Off: Rick Haberman requested that an employee be able to extend the time allowed to take his PTO (paid time off) and comp time past his anniversary date of October 2. He said the employee had accumulated the excess time while employed at the County airport.

❖ A Motion was made by Commissioner Howell to allow Justin McMillan to extend the deadline to use excess comp and PTO time through December 31, 2020. It was seconded and carried with unanimous ayes.

Department of Motor Vehicles Closure: Haberman informed the Board that he needed to close the Department of Motor Vehicles on October 1 so that employees could receive training from a State representative on a new program the State is implementing.

➤ Commissioner Howell requested that he post the closure.

TANYA STITT—EMERGENCY MANAGEMENT REPORT

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

Tanya Stitt presented and expounded on a written update from the Office of Emergency Management. She stated her meeting loads regarding the spread of the coronavirus were decreasing so that she was able to focus more attention on other office projects. She was planning to give an emergency preparedness presentation to the Eden American Legion on October 14.

Stitt said she had met with South Central Public Health District representatives to begin planning for COVID-19 vaccinations. She noted that other Idaho counties would use Jerome County's plan as a model.

The Board discussed with Stitt whether to resume Local Emergency Planning Committee (LEPC) meetings and determined to have further discussion with a full Board present on September 28.

Stitt expressed that her two-year term as chair of the District Interoperability Governance Board (DIGB) was expiring in October and that she would not like to accept reappointment because of her workload but to remain a member of the Board.

❖ A Motion was made by Commissioner Howell to request that Tanya Stitt not be re-elected as chairman for the upcoming DIGB term. It was seconded and carried with unanimous ayes.

Stitt requested administrative privileges so she could make changes to the Emergency Management page on the County Website.

Meeting recessed at 12:05 P.M.

Meeting reconvened at 2:31 P.M.

SHARDE McMILLAN—CITY OF SHOSHONE INSPECTIONS

Building Official Rick Kirsch and Assistant Sharde McMillan as well as Planning and Zoning Administrator Nancy Marshall were present.

Rick Kirsch recommended terminating the County's Memorandum of Understanding (MOU) with the City of Shoshone regarding building inspection services. He said the MOU required written notice of termination 60 days in advance.

Nancy Marshall believed not doing the inspections for the City would not be a significant loss of revenue to Jerome County.

❖ A Motion was made by Commissioner Howell to dissolve Jerome County's building department MOU with the City of Shoshone, based on the workload presented by the building department. It was seconded and carried with unanimous ayes.

➤ The Board mailed a letter to City of Shoshone officials terminating the County's inspection services as of November 20, 2020.

MIKE TYLKA—SNAKE RIVER CANYONS PARK REPORT

Mike Tylka and Greg Moore, representing the Snake River Canyons Park Managing Board, were present.

As chairman of the Snake River Canyons Park Board, Mike Tylka asked that the Board of Commissioners make a formal request to the Bureau of Land Management to create campground improvements near the Roger Morley Arbor in the Park.

Tylka said he had met with interested parties, including BLM and Southern Idaho Tourism representatives, to assess the proposed camping site and that Park Board directors had recommended development of it.

Tylka presented maps created by T-O Engineers and said that a grant could be available from the RV Fund through the Idaho Department of Parks and Recreation

❖ A Motion was made by Commissioner Crozier to address a letter to Codie Martin at the Bureau of Land Management field office in Shoshone approaching him with the concept of

creating a primitive RV and parking area north of the Roger Morley Arbor in the Snake River Canyons Park. It was seconded and carried with unanimous ayes.

Tylka informed the Commissioners of progress in making improvements in the Park. He said the Park Board was working on additional signage and had replaced eight “no shooting” and a trail yield sign that were full of bullet holes.

Tylka reported the Magic Valley Realtors Association had installed a sign at Yingst grade and would install benches there within the next month. He added that Park Board member Lexie Roth was working with Melissa Barry at Southern Idaho Tourism to update the Park Website.

Greg Moore said he was building an additional arbor for the Park. He gave a short overview of the Park cleanup done by volunteers on September 12 and said he would return with receipts for reimbursement of costs on September 28.

MIKE SEIB—LEGAL COUNSEL

It was not necessary to meet with the Commissioners’ legal counsel.

INDIGENT MATTERS

❖ A Motion was made by Commissioner Howell to follow staff recommendations for indigent matters. It was seconded and carried with unanimous ayes. Dismissed was Case No. 1920-025.

Meeting adjourned at 4 P.M.

Respectively submitted:

Charles M. Howell, Chairman

Jane White, Deputy Clerk

(absent)
A. Ben Crouch, Vice Chairman

John Crozier, Commissioner