

JEROME COUNTY COMMISSIONERS

Monday, August 1, 2016

PRESENT: Catherine Roemer, Vice Chairman
Roger Morley, Commissioner
Jane White, Deputy Clerk

Meeting convened at 9 A.M.

Commissioner Howell was scheduled to be absent in the morning.

COMMISSIONER COMMITTEE REPORTS

Commissioner Morley reported about the progress of building a gas to energy plant from a meeting of the regional solid waste district. He said the estimated net revenues from the plant were \$200,000 per year for each of the seven counties in the district.

Commissioner Morley had attended an Idaho Department of Water Resources (IDWR) meeting where he heard concerns about the deepening of the local aquifer. He had also attended the Jerome Chamber of Commerce Business After Hours at the Fairgrounds and recognitions for two County employees.

Commissioner Roemer reported from the IDWR meeting that the organization had presented an outline of its recent plan to include tributaries of the east river plain aquifer into water management. She had also attended the employee recognitions.

Committee reports from Commissioner Howell were continued until the P.M.

SIGN JAIL CLAIM

This matter was postponed until Commissioner Howell could be present.

BUSINESS AND/OR ADMINISTRATIVE MATTERS

These matters were continued until the P.M.

DOUG McFALL AND TRACEE McKIM—TIME CLOCK DECISION

Sheriff Doug McFall was present. Technology Specialist Tracee McKim could not be present but had advised in advance about establishing a time clock for employees at the new sheriff administration building.

- It was determined the sheriff would work with McKim to set up a clock.

BRENT CULBERTSON—JAIL REMODEL AND CEMETERY DISTRICT OFFICE

Maintenance Supervisor Brent Culbertson was present.

Commissioner Roemer related she had met with cemetery district representatives and that they had identified which offices they would like to occupy in the Courthouse. She told Culbertson that their preference would make it unnecessary to remodel the former jail at the present time.

Monday, August 1, 2016

Page 1 of 5

➤ It was determined that Culbertson would refurbish the former sheriff patrol offices for the cemetery district.

AL KINGSLAND—NEW EMERGENCY BUTTONS AND DISCUSSION OF SECURITY PROCEDURES

Al Kingsland, New Tech Security, was present.

Emergency Buttons: The Board reviewed the emergency buttons in the Courthouse with Kingsland. He told the Commissioners the County was charged for one monitoring fee rather than per button. He had previously submitted a quote to replace the wired buttons with wireless ones.

Technology Specialist Tracee McKim was present.

➤ It was determined the Board would ask the department heads to respond by August 8 with how many panic buttons they needed for their offices.

The Board also discussed with Kingsland burglar alarms on both exterior and interior Courthouse doors as well as smoke and heat detectors.

➤ It was determined: (1) Kingsland would e-mail an inventory of panic buttons to the Commissioners the next day; (2) wired buttons would be replaced with wireless ones; (3) Kingsland would work with McKim about monitoring exterior Courthouse doors; and (4) an alarm system would be installed on interior doors.

Security Procedures: Kingsland informed the Board that emergency buttons would need to be reset with a four-digit code after they had been activated; the Board determined that the County technology specialist would be the best employee to have that responsibility.

MILITARY MUSEUM FUNDING DECISION

The Board considered the \$3,000 funding request made by the chairman of the North Side Military Museum on July 25.

Commissioner Roemer suggested \$1,500 with reconsideration after a report from Museum representatives in 2017, while Commissioner Morley believed the Museum would need the amount requested during its first year of operation.

The matter was tabled until a full board could be present in the afternoon.

Meeting recessed at 12:07 P.M.

Meeting reconvened at 2 P.M. with all Commissioners present.

BUSINESS AND/OR ADMINISTRATIVE MATTERS, Continued from A.M.

Commissioner Howell signed two Catering Permits for Landmark Beef, Hazelton, to be used August 5, 2016, and August 6, 2016, both from 12 P.M.-1 A.M., at The Risk.

Monday, August 1, 2016

Page 2 of 5

The Board signed a Claims Approval Report dated July 29, 2016, for the Insurance Deductible Trust, with a grand total of \$2,397.56.

The Board signed a leave request for Clint Blackwood.

The Board signed an Employee Wage Change for Shawn Denham as a newly hired code enforcer.

SIGN JAIL CLAIM, Continued from A.M.

❖ A Motion was made by Commissioner Morley to pay \$66,552.44 Scott Hedrick Construction as a final payment for work completed. It was seconded and carried with unanimous ayes.

CON PAULOS—DANCE AND FUNDING REQUESTS

Con Paulos and Orlan & Chris Stearns, representing Joe Mama's Car Show; Greg Dodson, Diamondz Event Center; and Larry Hall, Jerome 20/20, were present.

Dance in Conjunction with Car Show: Paulos requested the use of the Judicial Annex Building parking lot for a dance in conjunction with Joe Mama's Car Show. He said bands and food catering would be on Friday night before the car show on August 20. A poker walk through downtown Jerome businesses would also be held, with \$1,000 offered as a winning prize.

Dodson said he would provide several bands, and Stearns added that the dance would bring people to Jerome before the car show on Saturday.

➤ The Board agreed to holding the dance in the parking lot from 8-11 P.M. on August 19, and Paulos said he would forward proof of liability insurance to the Board. The Commissioners were to consult their attorney about signing a contract for use of the parking lot.

Funding Request for Snake River Canyons Park: The Board discussed with Paulos e-mails he had sent them encouraging more funding and action to develop the Snake River Canyons Park. Paulos told the Board he was frustrated with a 12-year wait to make any changes in the Park. He suggested partnering with Twin Falls County and not relying on volunteers to make improvements. He concluded that the Park could be a huge economic opportunity for the Valley.

Commissioner Howell said Jerome 20/20 was interested in helping Park development but that such action was not part of its bylaws.

COMMISSIONER COMMITTEE REPORTS, Continued from A.M.

Commissioner Howell reported from a Jerome 20/20 meeting that a private investor was interested in purchasing a block of Jerome's Main Street, which could cause the College of Southern Idaho to expand its footprint in Jerome by buying a larger office.

Commissioner Howell had met with the president of the University of Idaho as well as the University dean of agriculture, Jerome 20/20 members, Lt. Governor Brad Little, Representative

Maxine Bell, and a representative of the Scouler Company about the establishment of a dairy research center in the Magic Valley. He said the University was selling some of its other properties because the research center was a top priority for the school.

Commissioner Howell said the Fair Board would be interviewing a candidate to serve as an interim fair manager during September until a new manager could be hired.

MILITARY MUSEUM FUNDING DECISION, Continued from A.M.

The Board discussed the funding request from the North Side Military Museum for half of its estimated operating expenses.

❖ A Motion was made by Commissioner Morley to fund the Northside Military Museum with \$2,000 for utility help from the FY 2016-17 Budget. It was seconded and carried with unanimous ayes.

HUMAN RESOURCES EMPLOYEE DISCUSSION

Clerk/Auditor/Recorder Michelle Emerson and Deputy Clerk Lorrann Morrell were present.

Emerson followed up on the Board's decision on July 21 to budget for a part-time human resource (HR) employee. She said she had researched HR positions in other counties and advised that Morrell, who currently handled HR matters, continue to do payroll, employee benefits, and any responsibilities involving funding.

Attorney Mike Seib was present.

Commissioner Roemer said the HR position would be under the supervision of the Board of Commissioners. Emerson presented a draft job description.

Morrell asked if the department heads would continue to seek their own employees, and Commissioner Roemer said the Board would need to make that decision.

MIKE SEIB—LEGAL COUNSEL

Attorney Mike Seib was present.

Legal Counsel: Seib said he had consulted representatives of the County's liability insurance company (ICRMP) about hiring investigators. The Board concluded that Seib would proceed before hiring outside help.

Seib also reported that ICRMP did not object to an office in the Courthouse for the cemetery district.

Contract for Annex Dance: Seib said he would research a contract for use of the Annex parking lot, and the matter was put on the August 8 agenda.

Clerk/Auditor/Recorder Michelle Emerson and Deputy Clerk Cy Lootens were present.

Necessity of a New Urban Renewal District Election: Seib reported that he had studied the State statute about creating an additional Urban Renewal district and had concluded that an election would not be necessary because an Urban Renewal board was in existence. He reiterated from July 25 that the Commissioners would take the initial step to create a new district.

Amend the Master Plan for the Snake River Canyons Park: The Board determined to sign a letter to the Bureau of Land Management on August 8 stating its decision to remove Idaho Department of Lands property from the Snake River Canyons Park.

Excessive Comp Time: Seib advised that the 4-H aide, like deputy sheriffs, could carry more compensatory time if the Board amended its Employee & Supervisor Manual to state such. He suggested instead that the employee requests to carry over comp time when necessary.

Job Description for New Maintenance Position: Seib advised a new janitorial/maintenance employee at the justice facility could supervise small work crews if the Commissioners deemed that it was not a problem.

Culbertson provided a draft job description for the new employee, and Commissioner Roemer gave him some templates to consider incorporating into the description. Commissioner Howell cautioned to add “other duties as directed.”

- Adopting a job description was continued until August 8.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Howell to approve the minutes of July 25 as written. It was seconded and carried with unanimous ayes.

INDIGENT MATTERS

❖ A Motion was made by Commissioner Morley to follow staff recommendations for indigent matters. It was seconded and carried with unanimous ayes. Denied were Case Nos. 1516-110; 1516-127; and 1516-119; dismissed was Case No. 1415-141.

Meeting adjourned at 3:55 P.M.

Respectively submitted:

Charles M. Howell, Chairman

Jane White, Deputy Clerk

Catherine M. Roemer, Commissioner

Roger M. Morley, Commissioner

Monday, August 1, 2016

Page 5 of 5