

JEROME COUNTY COMMISSIONERS

Monday, February 8, 2016

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

Meeting convened at 9 A.M. Commissioner Howell was not present because he was out of town.

COMMISSIONER COMMITTEE REPORTS

Commissioner Roemer reported she had attended a Jerome 20/20 Business Forum.

Commissioner Morley had attended Idaho Association of Counties meetings in Boise, including a State meeting of the Local Emergency Planning Committee where he learned how to address terrorism threats. He had also attended the economic development forum.

BUSINESS AND/OR ADMINISTRATIVE MATTERS

The Commissioners asked the deputy clerk to send an e-mail to all employees announcing the death of the County airports manager.

The Board signed six time clock correction forms for Clint Blackwood.

The Board signed two Leave Request/Sick Time forms for Arthur Brown and one for Clint Blackwood.

The Board signed a Claims Approval Report dated February 5, 2016, for the Insurance Deductible Trust Fund, with a grand total of \$616.09.

The Board signed a Payroll Claims Approval by Fund dated February 3, 2016, for the January payroll, with a grand total of \$298,478.96.

CLAIMS

Commissioner Roemer signed claims for the January 27, 2016, to February 8, 2016, claim cycle as follows.

BUDGET TOTALS

1/27/2016 to 2/8/2016

#	DEPARTMENT	PAYROLL	ACCT PAY	GRAND TOTAL
1	CLERK	\$ 35,804.51	\$ 44.84	\$ 35,849.35
2	ASSESSOR	\$ 11,683.00	\$ 129.85	\$ 11,812.85
3	TREASURER	\$ 9,733.00	\$ 275.02	\$ 10,008.02
5	COMMISSIONERS	\$ 7,622.00	\$ 495.00	\$ 8,117.00
6	CORONER	\$ 754.00	\$ 1,909.90	\$ 2,663.90
11	CIVIL DEFENSE	\$ 3,215.37	\$ 277.16	\$ 3,492.53
13	COUNTY AGENT	\$ 6,644.76	\$ 162.64	\$ 6,807.40
14	DATA PROCESSING	\$ 2,478.00	\$ 7,700.15	\$ 10,178.15
15	ELECTIONS	\$ 1,210.00	\$ 5.79	\$ 1,215.79
18	GENERAL	\$ 44,589.58	\$ 7,264.69	\$ 51,854.27
21	PLANNING & ZONING	\$ 16,058.22	\$ 857.05	\$ 16,915.27
30	VETERANS	\$ 964.00		\$ 964.00
	Sub Total (General Fund)	\$ 140,756.44	\$ 19,122.09	\$ 159,878.53
4	SHERIFF	\$ 66,911.61	\$ 5,857.12	\$ 72,768.73
5	SHERIFF-DETENTION	\$ 62,712.50	\$ 6,941.23	\$ 69,653.73
6	ADULT PROBATION	\$ 12,102.67	\$ 335.97	\$ 12,438.64
7	PROSECUTOR	\$ 30,520.00	\$ 216.07	\$ 30,736.07
8	PUBLIC DEFENDER		\$ 33,141.25	\$ 33,141.25
9	JUVENILE	\$ 21,513.50	\$ 1,402.42	\$ 22,916.02
18	GENERAL	\$ 66,482.74	\$ 43.00	\$ 66,525.74
	Sub Total (Justice Fund)	\$ 260,243.12	\$ 47,937.06	\$ 308,180.18
3	AIRPORT	\$ 6,697.50	\$ 4,238.07	\$ 10,935.57
6	DISTRICT COURT	\$ 31,832.16	6886.27	\$ 38,718.43
7	FAIR	\$ 9,001.25		\$ 9,001.25
9	CAPITAL FAIR		\$ 6,344.00	\$ 6,344.00
29	AMBULANCE		\$ 218,500.00	\$ 218,500.00
11	HEALTH			\$ -
15	ELECTION	\$ 1,439.53		\$ 1,439.53
16	INDIGENT	\$ 6,413.05	\$ 12,487.15	\$ 18,900.20
20	REVALUATION	\$ 26,455.20	\$ 702.21	\$ 27,157.41
23	SOLID WASTE			\$ -
24	TORT			\$ -
27	WEED			\$ -
38	WATERWAYS			
40	CORRECTIONAL FACILITY		\$ 9,990.00	\$ 9,990.00
41	BOND REDEMPTION			
	GRAND TOTAL	\$ 482,838.25	\$ 326,206.85	\$ 809,045.10

❖ A Motion was made Commissioner Roemer to adjourn as the Board of County Commissioners and reconvene as a Board of Equalization. It was seconded and carried with unanimous ayes.

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BOARD OF EQUALIZATION

There were no matters to come before the Board of Equalization.

❖ A Motion was made by Commissioner Roemer to adjourn as the Board of Equalization and reconvene as a Board of County Commissioners. It was seconded and carried with unanimous ayes.

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EXECUTIVE SESSION

❖ 9:31 A.M. – A Motion was made by Commissioner Roemer to go into executive session per Idaho Code Section 74-206(1)(b) regarding personnel. It was seconded and carried with a unanimous roll call vote.

9:40 A.M. – Return to open session.

STEVE HINES—EXTENSION OFFICE UPDATE

Extension Educator Steve Hines was present.

Hines reported he had met with the Fair Board and had informed its directors that the Extension Office did not have funds to offer the Fair.

Hines requested to purchase different tires for the new extension office pickup because its large wheels were causing the readings on the speedometer and odometer to be incorrect. He said funds could be used from his vehicle repair budget line and project funds from the Extension Office.

❖ A Motion was made by Commissioner Morley to allow the purchase of new tires and wheels for the extension office pickup that are factory spec. It was seconded and carried with unanimous ayes.

The Commissioners discussed with Hines excessive comp time accumulated by the 4-H aide. She had used some comp hours in December but nevertheless had over 80 hours remaining and was expected to earn more in the spring and summer. Hines said he still planned to discuss possible solutions to the excessive overtime with the payroll clerk and bring suggestions to the Commissioners.

Hines reported two candidates had been interviewed for the open extension educator position and that one name had been sent to the University of Idaho for approval.

ART BROWN—PLANNING AND ZONING REPORT

Planning and Zoning Administrator Art Brown and Code Enforcer Bob Wright were present.

Brown expounded on his monthly written report, which included statistics from the building department, code enforcement, and finances as well as a summary of staff activities.

Wright explained new code enforcement complaints received in January.

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BRENT CULBERTSON—MAINTENANCE REPORT

Maintenance Supervisor Brent Culbertson was present.

Culbertson submitted a task sheet showing projects he had completed and ones he planned to do, followed by discussion with the Board.

STEVE FREIBURGER—SOLID WASTE GAS TO ENERGY PROJECT

Present were Steve Freiburger, Nate Francisco, and Josh Bartlome, all representing the Southern Idaho Regional Solid Waste District.

Freiburger presented and commented on a power point presentation detailing a Landfill Gas to Energy Project Feasibility Study. He said he had been working with the Waste District for a year and a half and planned to bring the same presentation to the other six counties in the District with the hope that the District board would approve the project. He expected to have figures of what construction costs would be by June.

Freiburger said Idaho Power had worked well with Bannock County to purchase power generated with gas created from that county's solid waste. He explained that Idaho Power could negate an agreement to purchase power on only three conditions—failure to meet the production date or the amount of power promised, or the consistency of delivery.

➤ Bartlome said more information could be learned from a conference with Bannock County representatives on either March 1 or 3.

CEMETERY DISTRICT REVIEW

The Board needed only three more names to submit to the Governor's Office so that it could make appointments to a board for the newly formed Jerome Cemetery Maintenance District.

➤ Commissioner Roemer thought further notification through the media might be necessary.

Meeting recessed at 12:32 P.M.

Meeting reconvened at 1:15 P.M.

KATHLEEN HITE—FAIR CAPITAL IMPROVEMENT PROJECTS

RICK WUORI—IRONWOOD PROPERTY DISCUSSION

Fair manager Kathleen Hite and City of Jerome engineer Rick Wuori were present.

Wuori said a retaining wall at the Fairgrounds would not have to be removed in order for City crews to complete a sewer renovation, although its existence posed traffic and safety concerns. He suggested that a licensed surveyor write legal descriptions of four parcels of which the City needed rights-of-way and that the County issue a quitclaim deed to the City for its portion of Ironwood Street.

Attorney Mike Seib was present. He stated the County currently owns the retaining wall as part of its Ironwood Street property.

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Hite requested funding for drainage projects suggested by EHM Engineers.

❖ A Motion was made by Commissioner Morley to obtain bids for the Fairground drainage project and to bring back prices to the Board. It was seconded and carried with unanimous ayes.

Hite also requested funds from the fair capital budget line in order to begin a hydrojetting project at the Fairgrounds.

❖ A Motion was made by Commissioner Roemer to approve the expenditure of hydrojetting water lines at the Fairgrounds by Sweet's Septic Tank in the amount of \$1,350 as presented by Kathleen Hite. It was seconded and carried with unanimous ayes.

❖ A Motion was made by Commissioner Roemer to amend the agenda to add Will Jackson, airport manager assistant, due to emergency circumstances. It was seconded and carried with unanimous ayes.

WILL JACKSON—EMERGENCY CIRCUMSTANCES

Will Jackson, maintenance employee for the County airports, was present.

The Board questioned Jackson about his responsibilities at the County airports in consideration of the passing of the airport manager.

➤ It was determined Jackson would bring airport bills to the clerk's office for processing.

Jackson and the Commissioners exchanged phone numbers to facilitate further communication.

MIKE SEIB—LEGAL COUNSEL

Attorney Mike Seib was present.

Contracts and Bonding for Annex Remodeling: Seib advised that bonding of contractors for the Judicial Annex Building remodeling would be necessary.

Conflict Public Defender Contracts: Discussion was held about contracts for additional public defenders.

IAC Review: Seib reviewed some discussion that had been held regarding Computer Arts and other matters at the recent convention of the Idaho Association of Counties.

❖ A Motion was made by Commissioner Roemer to add Art Brown to the agenda for the discussion of employee wages. It was seconded and carried with unanimous ayes.

ART BROWN—EMPLOYEE WAGES

Planning and Zoning Administrator Art Brown was present.

Brown questioned whether he could set a position starting salary for employees in his office and whether he had enough funds budgeted to hire a new employee through the end of the fiscal year.

Chief Deputy Clerk Tracee McKim was present.

McKim advised the Commissioners to include any position salary increase in the next year's budget.

- Further discussion regarding salaries to include the county clerk was set for February 16.

APPROVE CLAIMS

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

The Board signed a Claims Approval Report dated February 8, 2016, for the Indigent Fund, with a grand total of \$12,312.50.

The Board signed a Claims Approval Report dated February 8, 2016, for the Court Bond Trust and Restitution-Courts Funds, with a grand total of \$10,375.11.

The Board signed a Claims Approval Report dated February 8, 2016, with a grand total of \$275,168.76 for the following funds: General, Airport, District Court II, Justice, Fair-Capital Outlay, Indigent, Revaluation, and Ambulance.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Morley to approve the minutes of January 19 and 25 as written. It was seconded and carried with unanimous ayes.

INDIGENT MATTERS

❖ A Motion was made by Commissioner Roemer to approve indigent matters as presented. It was seconded and carried with unanimous ayes. Denied were Case Nos. 1516-038; 1516-037; 1516-035; 1516-034; and 1516-036; dismissed were Case Nos. 1415-158 and 1415-128.

Meeting adjourned at 3:52 P.M.

(absent)

Charles M. Howell, Chairman

Jane White, Deputy Clerk

Catherine M. Roemer, Commissioner

Roger M. Morley, Commissioner

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