

JEROME COUNTY COMMISSIONERS

Monday, January 4, 2016

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

Meeting convened at 9:06 A.M.

COMMISSIONER COMMITTEE REPORTS

Commissioner Morley had participated in a Southern Idaho Regional Solid Waste District board meeting. He reported the board had discussed a plan for recycling monitors and computer equipment, hiring an attorney, and finding an environmental specialist firm for gas production.

Commissioner Roemer had spoken with DataTel about an incorrect message for the County's 2700 number. The Commissioners voiced what they would like for the number's message, and Commissioner Roemer said the company was scheduled to make the changes.

Commissioner Howell had helped Bonnie Ross and Larry Hall with an application for a Special Use Permit.

All the Commissioners had attended a retirement recognition for Deputy Prosecutor Paul Kroeger.

JAIL INSPECTION

Commissioner Morley completed the Commissioners' quarterly jail inspection.

SIGN AIRPORT DOCUMENTS

The Board was in receipt of an application for federal assistance to crack seal and seal coat around the hangars at the Jerome Airport as well as to design a project to rehabilitate a portion of the general aviation apron. The County would be responsible for a 7.5 percent match, which would amount to \$19,476.

❖ A Motion was made by Commissioner Howell to sign the T-O Engineers application for federal assistance for the Jerome Airport. It was seconded and carried with unanimous ayes.

The Board also signed hangar leases for Doug McFall, Red Baron Ag Service, and Ted Abbott.

BUSINESS AND/OR ADMINISTRATIVE MATTERS

Commissioner Howell said he had heard many positive comments about the work done by the County's maintenance supervisor.

The Board signed an Employee Wage Change form to hire Nicole Huddleston to replace Adrien Fox as a law clerk.

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The Board signed a Claims Approval Report for the Insurance Deductible Trust Fund, with a grand total of \$596.45.

The Board signed a Direct Deposit Detail dated December 29, 2015, for the December payroll, with a grand total of \$188,400.91.

The Board signed a Payroll Claims Approval by Fund dated December 29, 2015, for the December payroll, with a grand total of \$285,092.59.

OLD BUSINESS

Commissioner Roemer said she had researched vans for sale and had asked the County clerk to be present when the purchase of one was to be discussed with the maintenance supervisor later in the morning.

Commissioner Howell recessed the Board of Commissioners and reconvened as a Board of Equalization.

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BOARD OF EQUALIZATION

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

Commissioner Howell adjourned the Board of Equalization and reconvened as a Board of Commissioners.

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STEVE HINES—EXTENSION OFFICE UPDATE

Extension Educator Steve Hines and Jerome 20/20 Executive Director Larry Hall were present.

Hines reported 101 persons had attended pesticide training in order to renew their applicator licenses and that the University of Idaho would offer farm management education for six weeks. He informed the Board that the Environmental Protection Agency had new rules for worker protection standards and that candidates would interview for the open position at the Jerome Extension Office on February 1.

Hines told the Commissioners the 4-H aide had been using comp hours during December that she had accumulated during Fair time. He said the County needed to make some changes in the excessive comp time accumulated each year and that he and the aide would meet with the payroll clerk and then come to the Commissioners with suggestions.

Hines verified that the Commissioners approve budget expenditures over \$500.

➤ Commissioner Morley requested that Hines provide him with any new information he would receive on the effect of phosphates.

LARRY HALL—JEROME 20/20 UPDATE

Jerome 20/20 Executive Director Larry Hall and George Panagiotou, president of the Snake River Canyons Park, were present.

Hall presented a written update of the activities of the Jerome 20/20 economic development corporation. He reported a community meeting would be held on February 4 with speakers from Jerome County industries and that the annual Jerome 20/20 meeting would be on February 11 when new officers would be elected. He said he had revived the Southern Idaho Business FORUM, which would hold an event February 25 with an economist from Boise State University as a speaker.

Potential projects totaled 23—commercial/retail, 9; dairy/dairy research, 5; manufacturing, 5; logistics, 3; and agriculture, 1. Hall said the Dairy Farmers of America had located in Jerome and had worked through a special permit process in order to expand. He emphasized that a specific project focus would be securing a University of Idaho dairy research facility and dairy in the County.

➤ Hall advised the Commissioners that Jerome 20/20 would meet on the second Thursday of each month, beginning in January.

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TEVIAN EKREN-KOBER AND RICK HABERMAN—TAX CANCELLATIONS

Treasurer Tevian Ekren-Kober and Assessor Rick Haberman were present.

Ekren-Kober explained that a mobile home had been moved out of the County in August and that a refuse fee had been applied in error to its taxes.

❖ A Motion was made by Commissioner Morley to cancel the remaining tax and special assessment charge of \$35.38 for Degroot Dairy. It was seconded and carried with unanimous ayes.

Haberman informed the Board a homeowner exemption should have been applied when two parcels had been combined.

❖ A Motion was made by Commissioner Morley to cancel taxes for Jeremy Quam based on \$70,715 of assessed value, which represents the homeowner exemption value if it had been applied. It was seconded and carried with unanimous ayes.

Haberman said the Helping Hands Thrift Store had been granted tax-exempt status in February of 2015 but that the exemption was not applied.

❖ A Motion was made by Commissioner Morley to cancel taxes for Helping Hands Thrift Store, Hazelton, Parcel No. RPH3330015011A, on \$46,695 of assessed value and on Parcel No. RPH33300150100 on \$3,047 of assessed value. It was seconded and carried with unanimous ayes.

MICHELLE EMERSON AND TRACEE McKIM—CLERK MATTERS

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

Emerson presented a proposal from Integra Solutions to scan 2014 criminal and civil files.

❖ A Motion was made by Commissioner Morley to allow the clerk's office to engage Integra Paperless Business Solutions to scan 2014 records for not more than \$11,322.80, to be taken from the district court budget. It was seconded and carried with unanimous ayes.

McKim said three scanners were needed for district court files.

❖ A Motion was made by Commissioner Morley to allow the clerk's office to appropriate the funds of not more than \$2,600 for three scanners, to be taken from the district court budget. It was seconded and carried with unanimous ayes.

BRENT CULBERTSON—MAINTENANCE REPORT

Maintenance Supervisor Brent Culbertson and Clerk/Auditor/Recorder Michelle Emerson were present.

Discussion was held about a maximum amount to spend to purchase a van for the maintenance department.

- No decision was made.

Culbertson reported he had been working on refinishing floors in the evenings, installing Idaho Power upgrades, and dealing with roof leaks.

- Commissioner Morley requested that Culbertson seek bids for a metal roof for the public defenders' building in addition to the shingled roof bids he had already received.

Meeting recessed at 11:49 A.M.

Meeting reconvened at 1:20 P.M.

JOSH BARTLOME—SOLID WASTE DISTRICT FEES

Clerk/Auditor/Recorder Michelle Emerson and Chief Deputy Clerk Tracee McKim as well as Treasurer Tevian Ekren-Kober and Attorney Mike Seib were present. Also present were Josh Bartlome, director of the Southern Idaho Regional Solid Waste District, and Nate Francisco, also with the Waste District.

Bartlome presented written information of fees charged at the Jerome County Transfer Station as well as suggestions from the waste district for increases. He said standardizing fees across the seven counties in the District would make it fairer for each county, and he suggested a resolution to define charges.

Bartlome and Francisco answered questions from the Commissioners and were then excused.

- Seib advised to lower taxes collected for the waste district if the County collected more fees at its transfer station; he said he would prepare a resolution to set the transfer fees suggested by the waste district.

PUBLIC HEARING—ZONING ORDINANCE TEXT AMENDMENT (recorded)

Planning and Zoning Administrator Art Brown and Assistant Administrator Nancy Marshall as well as Attorney Mike Seib were present.

No public was present.

Brown explained that the hearing regarded amending Chapter 15 of the Zoning Ordinance, as well as other chapters affected or influenced by the Chapter 15 amendments, which would allow non-conforming residential dwellings to be expanded beyond their original footprints. The Commissioners had agreed with recommendations from the Planning and Zoning Commission except to change "single family dwellings" to "dwelling units".

The Commissioners studied and agreed with the new language for the Zoning Ordinance.

- ❖ A Motion was made by Commissioner Morley to accept the recommendation from the Planning and Zoning Commission for the text amendments to Chapters 15, 2, 3, 6, and 16 as

stated in the legislative action page prepared by the Planning and Zoning staff. It was seconded and carried with unanimous ayes.

Revisions to the Jerome County Zoning Ordinance would be effective upon their publication.

MIKE SEIB—LEGAL COUNSEL

Attorney Mike Seib was present.

Clerk/Auditor/Recorder Michelle Emerson was present. She said she wanted to address a letter received on December 30, 2015.

❖ **Executive Session:** 2:12 P.M. – A Motion was made by Commissioner Howell to go into executive session per Idaho Code Section 74-206(1)(b), personnel. It was seconded and carried with a unanimous roll call vote.

2:15 P.M. – Return to open session.

No action was taken regarding the executive session.

Airport Employment Contract: Seib said he agreed with a proposed airport manager's contract and would bring it for the Commissioners' signatures on January 11.

Additional Public Defender Contracts: Seib presented a contract for additional public defenders as needed to cover conflicted cases.

❖ A Motion was made by Commissioner Howell to approve the professional services Contract as Counseled for indigent persons as presented for secondary services. It was seconded and carried with unanimous ayes.

Signing the contract was delayed until the attorneys involved could sign it.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Howell to approve the minutes of December 21 as presented. It was seconded and carried with unanimous ayes.

INDIGENT MATTERS

❖ A Motion was made by Commissioner Morley to follow staff recommendations regarding indigent matters. It was seconded and carried with unanimous ayes. Denied were Case Nos. 1516-019; 1516-031; 1516-018; 1516-020; 1516-032; 1516-026; and 1415-119 (amended); dismissed were Case Nos. 1415-145 and 1415-150.

Social Services Director Kim Burlington was present. She informed the Board she had received another letter and check for Case No. 9900-123. The Commissioners had just signed a letter to the client reflecting their December 14 decision not to accept checks because the County had turned over the account to its collection agency.

- It was determined to send back both checks with the Commissioners' letter to the client.

Meeting adjourned at 3:05 P.M.

Respectively submitted:

Jane White, Deputy Clerk

Charles M. Howell, Chairman

Catherine M. Roemer, Commissioner

Roger M. Morley, Commissioner