

JEROME COUNTY COMMISSIONERS

Monday, June 13, 2016

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

Meeting convened at 9 A.M.

COMMISSIONER COMMITTEE REPORTS

All three Commissioners had attended a conference for the Idaho Association of Counties; Commissioner Morley reported good information had been disseminated.

Commissioner Howell had given a television interview regarding the new jail and sheriff administrative offices. He had attended an ambulance meeting and presented written information from it to the Board. He reported St. Luke's would be requesting a slight increase in ambulance funding and planned to expand its ambulance services. Commissioner Howell had also visited with a representative of the Bureau of Homeland Security regarding new technology for the regional communications center and a survey for a grant.

SIGN LETTER TO THE BUREAU OF LAND MANAGEMENT

A letter was signed to the Bureau of Land Management indicating the Board's decision on June 6 to support a road right-of-way for George Panagiotou.

MID-SNAKE BUDGET REQUEST

The Board was in receipt of a letter requesting continued funding for the Middle Snake Regional Water Resource Commission in the County's FY 2016-17 Budget.

➤ The Commissioners determined to consider the request during its budget workshops in June and July.

BOARD OF EQUALIZATION

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

BUSINESS AND/OR ADMINISTRATIVE MATTERS

The Board signed Retail Alcoholic Beverage Licenses to: Summer Howard dba Eden Country Store, Eden; Sharon Peterson dba 93 Golf Ranch, Jerome; Keith Weeks dba Tobacco Connection #28, Jerome; Bonnie Stevens dba Blue Lakes Country Club, Jerome; Clarisa Sandoval dba Cheverria's, LLC, Jerome; and Rusty Landon dba Comfort Inn and Suites, Jerome.

The Board signed leave requests for Art Brown and Brent Culbertson.

The Board signed two Time Clock Correction forms for Clint Blackwood, for June 8 and June 9 because he was out of town on assignment.

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CLAIMS

Commissioner Howell signed claims for the May 26, 2016, to June 16, 2016, claim cycle.

#	DEPARTMENT	PAYROLL	ACCT PAY	GRAND TOTAL
1	CLERK	\$ 38,112.73	\$ 323.64	\$ 38,436.37
2	ASSESSOR	\$ 11,683.00	\$ 154.85	\$ 11,837.85
3	TREASURER	\$ 9,733.00	\$ 37.03	\$ 9,770.03
5	COMMISSIONERS	\$ 7,622.00	\$ 1,185.21	\$ 8,807.21
6	CORONER	\$ 754.00	\$ 120.00	\$ 874.00
11	CIVIL DEFENSE	\$ 3,205.50	\$ 240.83	\$ 3,446.33
13	COUNTY AGENT	\$ 5,200.00	\$ 335.34	\$ 5,535.34
14	DATA PROCESSING	\$ 2,478.00	\$ 6,023.80	\$ 8,501.80
15	ELECTIONS	\$ 1,210.00	\$ 280.00	\$ 1,490.00
18	GENERAL	\$ 45,587.35	\$ 17,984.17	\$ 63,551.52
21	PLANNING & ZONING	\$ 18,820.00	\$ 382.53	\$ 19,202.53
30	VETERANS	\$ 964.00	\$ 91.89	\$ 1,055.89
	Sub Total (General Fund)	\$ 145,369.58	\$ 27,139.29	\$ 172,508.87
4	SHERIFF	\$ 69,228.45	\$ 37,670.89	\$ 106,899.34
5	SHERIFF-DETENTION	\$ 64,936.75	\$ 7,001.75	\$ 71,938.50
6	ADULT PROBATION	\$ 12,102.67	\$ 982.95	\$ 13,085.62
7	PROSECUTOR	\$ 30,809.00	\$ 144.51	\$ 30,953.51
8	PUBLIC DEFENDER		\$ 31,767.70	\$ 31,767.70
9	JUVENILE	\$ 19,940.00	\$ 17,474.75	\$ 37,414.75
18	GENERAL	\$ 68,783.77	\$ 3,580.41	\$ 72,364.18
	Sub Total (Justice Fund)	\$ 265,800.64	\$ 98,622.96	\$ 364,423.60
3	AIRPORT	\$ 7,018.72	\$ 14,663.80	\$ 21,682.52
6	DISTRICT COURT	\$ 15,629.15	\$ 6001.15	\$ 21,630.30
7	FAIR	\$ 8,898.75		\$ 8,898.75
9	CAPITAL FAIR		\$ 9,396.58	\$ 9,396.58
29	AMBULANCE			\$ -
11	HEALTH		\$ 9,821.00	\$ 9,821.00
15	ELECTION	\$ 1,439.53		\$ 1,439.53
16	INDIGENT	\$ 6,413.04	\$ 1,180.93	\$ 7,593.97
20	REVALUATION	\$ 26,465.48	\$ 614.64	\$ 27,080.12
23	SOLID WASTE			\$ -
24	TORT			\$ -
27	WEED			\$ -
38	WATERWAYS		\$ 10,000.00	\$ 10,000.00
40	CORRECTIONAL FACILITY			\$ -
41	BOND REDEMPTION			
	GRAND TOTAL	\$ 477,034.89	\$ 177,440.35	\$ 654,475.24

STEVE HINES—EXTENSION OFFICE REPORT

Extension Educator Steve Hines was present.

Hines presented the Board an economic data report for 2013, saying such data is always two years old.

Hines reported that the 4-H aide would reduce her accumulated comp hours to less than 65 before the County Fair in August when she would be accumulating more overtime. She would need to be paid for any hours over 40 that she still had on October 1.

Hines invited the Commissioners to attend a bi-annual Twilight Tour at the University of Idaho Research Farm on July 20, beginning at 5:30 P.M.

Hines apprised the Board of an alarming increase in noxious weeds east of the Big Little Ranches.

➤ Commissioner Howell said he would speak with a Bureau of Land Management representative about the weeds on that agency's land, and Commissioner Morley said he would have the Tri-County Weed District assess the weed problem.

BUDGET REQUEST—WOOD RIVER RESOURCE CONSERVATION AND DEVELOPMENT

No one was present to request funding for Wood River Resource Conservation and Development as scheduled.

BRENT CULBERTSON—MAINTENANCE REPORT

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

Maintenance: Culbertson reported on his plumbing and floor maintenance accomplishments. He also said he had cleaned marker lines off a wall of the exercise room in the Courthouse basement.

➤ Commissioner Howell said he would notify the property authority to make sure that the marks were not repeated.

➤ Culbertson said he was seeking estimates for concrete and stucco repair in front of the Courthouse.

Annex Remodeling: Culbertson presented preliminary costs to remodel the Judicial Annex Building in order to add an additional courtroom.

Emerson advised there were sufficient funds from the district court and general building funds and that the project could be completed over two fiscal budget years.

Culbertson believed remodeling priorities would be to (1) move probation offices, (2) begin HVAC (heating, ventilation, and air conditioning) additions, and (3) to add a membrane on part of the building's roof.

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ART BROWN—PLANNING AND ZONING REPORT

Planning and Zoning Administrator Art Brown, Assistant Administrator Nancy Marshall, and Code Enforcer Bob Wright were present.

Report: Brown presented his monthly written report, which included statistics from the building department, code enforcement, and finances as well as staff activities. He and Marshall had met with the Hazelton City Council with a proposed Area of City Impact Ordinance and Map. The Council was to discuss it and follow up with the County.

Brown reported that the Planning and Zoning Commission was still debating calf operations within the A-2 Rural Residential Zone. He said following up on expired building permits and land divisions were ongoing processes in his office. Brown added that he needed to meet with the Commissioners again regarding a resolution to Special Use Permits for urbanization

Brown had met with representatives of the Jerome Highway District regarding jurisdiction and Legacy Dairy property and with the North Side Canal Company about building permit proposals.

Code Enforcement: Wright informed the Board of zoning violation complaints. He had answered 14 new complaints in May, with 58 cases remaining open. He then told the Board he was planning to retire on August 1.

➤ Commissioner Roemer asked that the P&Z office bring the Board the job description for the code enforcer, and discussion of advertising for the position was continued until the end of scheduled business.

BUDGET REQUEST—COMMUNITY ACTION (KEN ROBINETTE)

Clerk/Auditor/Recorder Michelle Emerson was present. Also present was Ken Robinette, South Central Community Action Partnership (SCCAP).

Robinette presented written statistics on major program services of the South Central Community Action Partnership in 2015 and also information on services provided just to Jerome County in that year.

Robinette told the Board Community Action had implemented a new data base system so that clients would not be able to receive duplicate services in multiple counties. He also said the federal office of Housing and Urban Development (HUD) had eliminated funding for transitional housing and instead was helping to provide permanent housing through Rapid Rehousing.

Robinette said the Department of Health and Welfare had required that Community Action provide heat bill assistance to all recipients of Food Stamps; his agency did not like the change and hoped to meet with H&W representatives.

➤ Robinette requested that the County continue to budget \$2,000 (or more) for the agency from its FY 2016-17 Budget.

Meeting recessed at 12:04 P.M.
Meeting reconvened at 1:15 P.M.

DOUG McFALL—GENERATOR CHANGE ORDER REQUEST

Sheriff Doug McFall was present. Also present was Russ Moorhead, LCA Architects, by speakerphone.

Moorhead had e-mailed the Board jail charges from Scott Hedrick Construction for a generator, utility reimbursement, and irrigation sleeves.

Clerk/Auditor/Recorder Michelle Emerson was present.

❖ A Motion was made by Commissioner Howell to approve \$6,552 in generator costs, which includes Tri-State costs, coordination with Cummins, Hedrick's cost, and Hedrick's mark-up. It was seconded and carried with unanimous ayes.

❖ A Motion was made by Commissioner Howell to pay \$1,094.44 to three utilities—power, gas, and water—due to an incorrect changeover date. It was seconded and carried with unanimous ayes.

❖ A Motion was made by Commissioner Howell to deny the request from Scott Hedrick Construction for \$850 for irrigation sleeve reimbursement, due to no authorization for the project. It was seconded and carried with unanimous ayes.

Moorhead recommended the County withhold \$60,000 in retainage fees from Scott Hedrick Construction because of items not yet completed on a punch list. He agreed with the sheriff that a wall would be sufficient to mask unacceptable noise in the jail's control room.

AL KINGSLAND—NEW TECH SECURITY QUOTE

Sheriff Doug McFall and Clerk/Auditor/Recorder Michelle Emerson were present. Also present was Al Kingsland, New Tech Security.

Sheriff McFall endorsed New Tech, saying his office had been pleased with the company's customer service.

Sheriff McFall was excused.

Kingsland presented the Board written information and price quotes as a follow-up to his May 23 discussion with the Commissioners regarding security for County buildings. He said a minimum of service hours would render office emergency buttons 100 percent functional.

Chief Deputy Clerk Tracee McKim was present.

Discussion was held involving McKim regarding cameras, door burglar alarms, and fire protection.

➤ The Board said it would determine the number of doors it wanted protected, and set a workshop regarding security systems with McKim and the maintenance supervisor for June 20.

TODD JAYNES—AMBULANCE AUCTION

Todd Jaynes, representing the Care Convoy charity organization, was present.

Jaynes followed up on his December 28, 2015, request for the donation of an ambulance.

Commissioner Howell advised that the County would need to hold an auction for its unused ambulance because it was worth more than \$250.

❖ A Motion was made by Commissioner Howell to place the third ambulance up for auction after Statute and guidelines and proper advertising. It was seconded and carried with unanimous ayes.

➤ Setting an auction was later put on the June 20 agenda for further discussion.

BUDGET REQUEST—HISTORICAL SOCIETY (Dale Ross)

Clerk/Auditor/Recorder Michelle Emerson was present. Also present were Dale Ross, president of the Jerome County Historical Society; Wilford Lampman, Historical Society; and Rob Ellis and George Stutzman, Historical Society-I Farm.

Ross told the Commissioners that the County's contributions had breathed new life into the Historical Society and requested \$5,000 from the FY 2016-17 Budget as in the current fiscal year budget.

Ross told of expansions of the Society that could help it to become more financially independent. He said he was in communication with Idaho Power to gain electricity in the barn at the I Farm, which could lead to holding more fundraisers there, and added that the Rodeo Hall of Fame was relocating from Gooding to the I Farm.

Other planned expansions included displaying more information at the museum about the Hunt Relocation Camp and the history of hydroelectric power in the Magic Valley.

MIKE SEIB—LEGAL COUNSEL

Attorney Mike Seib was present.

Conflict Public Defender Contracts: Seib presented two more contracts with attorneys who desired to be on a list of possible conflict public defenders.

❖ A Motion was made by Commissioner Howell to sign public defender contracts for Greg Fuller and Daniel Brown of Fuller Law Offices. It was seconded and carried with unanimous ayes.

Courts Memorandum of Understanding: Seib said he would bring his revised Memorandum of Understanding to the Board on June 20.

Sign Interpath Laboratory Agreement: Seib said the Board could sign the Interpath Laboratory Agreement on June 20.

Carry Over of Vacation Time: The Board was in receipt of an e-mail from Probation Administrator Kyle Fisher requesting that an employee carry over 48 hours of vacation time to use in conjunction with maternity leave in September and October.

❖ A Motion was made by Commissioner Howell to approve the carryover of vacation time for Andrea Gonzalez. It was seconded and carried with unanimous ayes.

Job Description for Code Enforcer: Planning and Zoning Administrator Art Brown and Assistant Administrator Nancy Marshall were present. Discussion was continued from the morning regarding the job description for the code enforcer.

➤ It was determined the P&Z staff would make changes and bring the description back to the Board on June 20.

APPROVE CLAIMS

Approval of the claims was continued until June 14.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Morley to approve the minutes of April 12, May 16, May 23, and June 6. 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. Approved was Case No. 1516-077. Denied were Case Nos. 1516-103; 1516-095; and 1516-096.

Social Services Director Kim Burlington was present. Burlington explained to the Board that her office could not find information about a 1997 case and recommended releasing the lien associated with the case.

The Board agreed to sign the Release of Lien.

Meeting adjourned at 4:25 P.M.

Respectively submitted:

Jane White, Deputy Clerk

Charles M. Howell, Chairman

Catherine M. Roemer, Commissioner

Roger M. Morley, Commissioner