

## **JEROME COUNTY COMMISSIONERS**

Tuesday, June 14, 2016

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

Meeting convened at 9:20 A.M., called to order by Vice Chairman Roemer.

### **BUSINESS AND/OR ADMINISTRATIVE MATTERS**

The Board signed a Retail Alcoholic Beverage License for Valley Wide Cooperative, Inc., dba Valley Country Store, Jerome.

### **CLAIMS, Continued from June 13**

Commissioner Roemer questioned whether the Board would require pre-approval of expenditures over \$500 that were connected with equipping a sheriff vehicle.

➤ It was determined to discuss the matter with the sheriff when he presented his budget request later that morning.

Commissioner Howell was present and presiding.

### **BUDGET REQUEST—MAINTENANCE (Brent Culbertson)**

Maintenance Supervisor Brent Culbertson and Chief Deputy Clerk Tracee McKim were present.

Culbertson listed some projects to cover in the FY 2016-17 Budget. They included remodeling the Judicial Annex Building, improving the front of the Courthouse, and dismantling the prisoner exercise yard.

➤ Commissioner Howell requested that Culbertson obtain bids for dismantling part of the exercise yard wall.

Culbertson stated additional funding would be needed for cleaning equipment and supplies for the new jail. McKim said the proposed budget included the funds he had requested for additional cleaning supplies as well as for repairs and maintenance. The budget lines for cleaning supplies and equipment for the sheriff's department had also been increased.

### **BUDGET REQUEST—ASSESSOR (Rick Haberman)**

Assessor Rick Haberman and Chief Deputy Clerk Tracee McKim were present.

Haberman reported on the needs of his department, which included revaluation and motor vehicles. He requested to keep a part-time and a full-time position in his budget. Commissioner Morley agreed with his request, but Commissioner Roemer opposed leaving funds for the full-time position in the budget because Haberman had not used them to hire anyone in the current budget year.

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Commissioner Howell agreed to leave the full-time position in the budget, with the understanding that the money would not be used for anything other than hiring another full-time employee.

Haberman requested six percent salary increases for his current employees, saying he believed they deserved the raises because they serve long lines of customers all day.

Haberman also requested additional funding under capital expenditures so that his department could purchase a new vehicle.

**BUDGET REQUEST—TREASURER (Tevian Ekren-Kober)**

Treasurer Tevian Ekren-Kober and Chief Deputy Clerk Tracee McKim were present.

Ekren-Kober presented a comparison sheet showing the hourly salaries of deputy treasurers in the seven local counties. It showed chief deputies making more in three counties (Blaine, Twin Falls, and Gooding) as well as less in three counties. She requested three percent salary increases for the three employees in the treasurer's office.

The treasurer had requested increases in all her "B" budget lines except for utilities.

**BUDGET REQUEST—SHERIFF (Doug McFall)**

Sheriff Doug McFall, Jail Administrator Marisela Ibarra, and Chief Deputy Clerk Tracee McKim were present.

Sheriff McFall said administrative duties would increase when the new jail opened but that he would like to cover them by increasing employee hours from 37 ½ hours to 40 hours per week. He asked for a \$10,000 increase in the capital-vehicles budget line and \$26,000 in a detention capital vehicles line in order to purchase a mini-van.

Sheriff McFall said he needed increases for equipment and cleaning supplies but less for ammunition and ballistic vests. He requested increases in detention budget lines for salaries; office supplies; medical, inmate, and cleaning supplies; fuel; and vehicle repairs in order to operate a larger jail. He also requested new budget lines of \$1,500 for jail-kitchen-other, \$10,000 for jail medical software and contracts, and \$500 for jail pest/rodent control.

**CLAIMS, Continued from earlier in the day**

Sheriff Doug McFall was present.

The Board asked the Sheriff about a claim he had submitted for equipping a sheriff vehicle.

➤ Sheriff McFall said it was not unreasonable for him to have asked the Board for pre-approval of the capital expense. He said he would attach necessary agendas to two of the claims he had submitted for approval on June 13.

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

The Board signed a Claims Approval Report dated June 10, 2016, for the Indigent Fund, with a grand total of \$1,163.98.

The Board signed a Claims Approval Report dated June 10, 2016, with a grand total of \$140,128.64 for the following funds: General, Airport, District Court II, Justice, Fair Capital, Health District, Indigent, Revaluation, Waterways, and Restitution-Courts.

Meeting recessed at 11:53 A.M.

Meeting reconvened at 1:20 P.M.

**BUDGET REQUEST—FAIR (Kathleen Hite)**

Fair Manager Kathleen Hite and Chief Deputy Clerk Tracee McKim were present.

Hite requested that the employee comp line item be restored that had been mistakenly deleted from the current fair budget as well as an increase from \$10,000 to \$20,000 in the capital line for a new office.

Hite asked that the fair capital outlay fund be increased to \$75,000, and she presented a list of projects for 2017 and beyond.

**BUDGET REQUEST—PROSECUTOR (John Horgan)**

Prosecutor John Horgan, Chief Deputy Clerk Tracee McKim, and Clerk/Auditor/Recorder Michelle Emerson were present.

Horgan had presented proposed three percent increases in all line items for the prosecutor's office. He told of delays up to six months in receiving DNA testing results from the State lab and warned that his office might employ a private lab that would cost more but that would return results more quickly. He also said the public defenders were filing more motions, which could necessitate more staff in the prosecutor's office.

**BUDGET REQUEST—CORONER (Gerald Brant)**

Chief Deputy Clerk Tracee McKim and Clerk/Auditor/Recorder Michelle Emerson were present. Coroner Gerald Brant was not present.

Brant had submitted a written budget request with increased line items for office supplies, vehicles, autopsies/inquests, and contracts.

**BUDGET REQUEST—DATA PROCESSING (Tracee McKim)**

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

McKim requested a five percent increase in wages for the technology director, saying Jerome County was paying less than some other surrounding counties. She asked for less in telephone expenses but more for Internet access and software support. She said Computer Arts was increasing its fees by 1.3 percent.

- Commissioner Roemer requested that McKim update the County's Website.

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**BUDGET REQUEST—PROBATION (Kyle Fisher)**

Probation Administrator Kyle Fisher, Chief Deputy Clerk Tracee McKim, and Clerk/Auditor/Recorder Michelle Emerson were present.

Fisher requested \$6,000 for new hand-held radios and an ammunition budget of \$2,500 for misdemeanor probation. Other increases were in travel/education, office supplies, phones, utilities, auto maintenance, evaluations, and U/A kits.

Requested increases for juvenile probation were in travel, office supplies, computer software, education, match funds, detention, detention alternatives, U/A kits, alternative options, work crew, vehicle, and counseling/mediation.

He asked for \$2 an hour wage increases for all probation employees and also retention of the part-time employee budget because he said he might need to use it with the implementation of two new courts.

**BUDGET REQUEST—WEED DISTRICT (Terry Ruby)**

Tri-county Weed Supervisor Terry Ruby, Chief Deputy Clerk Tracee McKim, and Clerk/Auditor/Recorder Michelle Emerson were present.

Ruby requested the same amount for the FY 2016-17 Budget as had been budgeted for the current year. He said the new employee added to service Jerome County was working out well.

Meeting adjourned at 4:15 P.M.

Respectively submitted:

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Jane White, Deputy Clerk

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Charles M. Howell, Chairman

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Catherine M. Roemer, Commissioner

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Roger M. Morley, Commissioner