

## **JEROME COUNTY COMMISSIONERS**

Monday, June 6, 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 of his business responsibilities.

### **COMMISSIONER COMMITTEE REPORTS**

Commissioners Morley and Roemer reported they had attended the Idaho Republican Convention the previous week.

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

**Mixed Drinks:** Commissioner Morley said he had received a question from a constituent about no service of mixed drinks before 10 A.M. The Commissioners determined to consult their legal counsel later in the day.

The Board signed a Time Clock Correction form for Clint Blackwood for June 2, 2016.

The Board signed leave requests for Clint Blackwood and Brent Culbertson.

The Board signed Retail Alcoholic Beverage Licenses for the following: Pilot Travel Center, LLC, dba Pilot Travel Center #640, Jerome; Carleen Miller dba Anderson Camp, Eden; Maverik #252 dba Maverik #252, Jerome; Oasis Stop 'n Go, LLC, dba Oasis Stop 'n Go, LLC #22, Jerome; Oscar & Kimberly Carranza dba Twin Falls/Jerome KOA, Jerome; Pauline Van Holland dba Caddy Shack Restaurant & Bar, LLC, Jerome; Stinker Stores, Inc., dba Stinker Store #87, Jerome; Oasis Stop 'n Go, LLC, dba Oasis Stop 'n Go #11, Jerome; Oasis Stop 'n Go, LLC, dba Oasis Stop 'n Go LLC #5, Jerome; Stinker Stores, Inc., dba Stinker Stores #62, Jerome; and Danso, LLC, dba Travelers Oasis Truck Plaza, Eden.

### **RICK KIRSCH—NEW TIRES FOR VEHICLE**

Building Inspector Rick Kirsch was present.

Kirsch brought an estimate for new tires for a County vehicle used by the Planning and Zoning Department. He said the tires had lasted the amount of miles expected and that the estimate was from where tires for the vehicle had previously been purchased.

❖ A Motion was made by Commissioner Roemer to approve the request from Rick Kirsch to purchase new tires for a County vehicle, not to exceed \$675. It was seconded and carried with unanimous ayes.

Kirsch said he would also obtain an estimate to repair the ignition of the vehicle. Commissioner Roemer asked about other repairs that had been necessary.

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Commissioner Roemer inquired whether Kirsch would like a County insignia on the P&Z vehicle. Kirsch said he would prefer not.

**Mechanical Permits:** Kirsch presented an updated mechanical permit application (including a new fee structure) and said the application would also become available online for the convenience of the public.

Commissioner Morley said he liked the new form and the ability to access and submit it online.

➤ Kirsch said he would return in mid-July after his vacation to follow up on the new application.

### **MICHELLE EMERSON—CONTRACTS FOR INTEGRA AND WESTLAW**

Clerk/Auditor/Recorder Michelle Emerson was present.

**Westlaw Contract:** Emerson presented quotes from Westlaw in order to continue online legal research services for both attorneys and the public.

The Board discussed whether to add wireless access and determined the dedicated computer available at the Judicial Annex Building would be sufficient.

❖ A Motion was made by Commissioner Roemer to approve a two-year contract with Westlaw for \$646.40 per month, after discussion with County Clerk Michelle Emerson. It was seconded and carried with unanimous ayes.

**Integra Contract:** Emerson reminded the Commissioners they had included a line item in the FY 2015-16 Budget for scanning County records. She said 2014 files had been scanned and that enough funds remained in the budget to scan 2015 files.

❖ A Motion was made by Commissioner Morley to enter a contract with Integra Business Solutions for not more than \$10,295.14 for paper scanning, paper reconstruction, and post processing. It was seconded and carried with unanimous ayes.

**Ambulance Donation:** Emerson produced the title to an ambulance the County had agreed to donate to the City of Jerome in January.

❖ A Motion was made by Commissioner Morley to allow the vice chairman to sign a title release of an ambulance to the City of Jerome. It was seconded and carried with unanimous ayes.

### **TRACEE MCKIM—GRANT RESOLUTIONS**

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

McKim presented and explained 12 resolutions to insert grant funding into the FY 2015-16 Budget.

**RESOLUTION NO. 2016-9**  
**FY 2015-2016**  
**INSERT GRANT FUNDS–SCAAP**  
**JUSTICE FUND**

WHEREAS, the Board of County Commissioners of Jerome County, Idaho, (Board) is empowered to manage the finances of Jerome County, Idaho; and,

WHEREAS, the Jerome County Commissioners have established a Sheriff Budget within the Justice Fund; and,

WHEREAS, Jerome County has been awarded grant funds in the amount of \$9,999.99 (Auditor’s Certificate #2016-170) in SCAAP funds; and,

WHEREAS, the grant funds of \$9,999.99 should be inserted into the Sheriff Budget within the Justice Fund in Line Item 08-04-760-15 entitled “SCAAP Award” for FY 2015-2016; and,

WHEREAS, tax revenue will not be affected if the grant funds are inserted into the FY 2015-2016 Sheriff Budget within the Justice Fund; and,

THEREFORE, BE IT RESOLVED that the grant funds be inserted into the Sheriff Budget within the Justice Fund as follows:

**Insert \$9,999.99 into the Sheriff Budget within the Justice Fund in Line Item 08-04-760-15 entitled “SCAAP Award” for FY 2015-2016.**

DATED This 6<sup>th</sup> day of June 2016.

ATTEST:

/s/ Michelle Emerson  
Michelle Emerson, Clerk

( S E A L )

(absent)  
CHARLES M. HOWELL, Chair

/s/ Catherine M. Roemer  
CATHERINE M. ROEMER, Commissioner

/s/ Roger M. Morley  
ROGER M. MORLEY, Commissioner

**RESOLUTION NO. 2016-10**  
**FY 2015-2016**  
**INSERT GRANT FUNDS–MILLENNIA GRANT (BROOKS)**  
**JUSTICE FUND**

WHEREAS, the Board of County Commissioners of Jerome County, Idaho, (Board) is empowered to manage the finances of Jerome County, Idaho; and,

WHEREAS, the Jerome County Commissioners have established a Juvenile Budget within the established Justice Fund; and,

WHEREAS, Jerome County has been awarded grant funds in the amount of \$1,661.95 (Auditor’s Certificate #2016-407) for ML Grant funds for Project Title “Jerome County Status Offender/Diversion Board Coordinator”; and,

WHEREAS, the grant funds of \$1,661.95 should be inserted into the Juvenile Budget within the Justice Fund in Line Item 08-09-407-03 entitled “Wage-Status Offender/Diversion” for FY 2015-2016; and,

WHEREAS, tax revenue will not be affected if the grant funds are inserted into the FY 2015-2016 Juvenile Budget within the Justice Fund; and,

THEREFORE, BE IT RESOLVED that the grant funds be inserted into the Juvenile Budget within the Justice Fund as follows:

**Insert \$1661.95 into the Juvenile Budget within the Justice Fund in Line Item 08-09-407-03 entitled “Wage-Status Offender/Diversion” for FY 2015-2016.**

DATED This 6<sup>th</sup> day of June 2016.

ATTEST:

/s/ Michelle Emerson  
Michelle Emerson, Clerk

( S E A L )

(absent)  
CHARLES M. HOWELL, Chair

/s/ Catherine M. Roemer  
CATHERINE M. ROEMER, Commissioner

/s/ Roger M. Morley  
ROGER M. MORLEY, Commissioner

**RESOLUTION NO. 2016-11  
FY 2015-2016  
INSERT GRANT FUNDS–SEATBELT MOBILIZATION  
NOVEMBER 19, 2015, TO NOVEMBER 29, 2015  
JUSTICE FUND**

WHEREAS, the Board of County Commissioners of Jerome County, Idaho, (Board) is empowered to manage the finances of Jerome County, Idaho; and,

WHEREAS, the Jerome County Commissioners have established a Sheriff Budget within the established Justice Fund; and,

WHEREAS, the Jerome County Commissioners have established a General Budget within the established Justice Fund; and,

WHEREAS, Jerome County has been awarded grant funds in the amount of \$3,500.00 (Auditor’s Certificate #2016-671) for Seatbelt Mobilization (11/19/15 to 11/29/15); and,

WHEREAS, the grant funds of \$3,500.00 should be inserted into the Sheriff Budget and the General Budget within the Justice Fund in Line Items 08-04-402-00 entitled “Wages-Deputies” and 08-18-410-00 entitled “Retirement” and 08-18-411-00 entitled “Social Security” for FY 2015-2016 to reimburse actual expenditures; and,

WHEREAS, tax revenue will not be affected if the grant funds are inserted into the FY 2015-2016 Sheriff Budget and General Budget within the Justice Fund; and,

THEREFORE, BE IT RESOLVED that the grant funds be inserted into the Sheriff Budget and the General Budget within the Justice Fund as follows:

**Insert \$2,930.01 into the Sheriff Budget within the Justice Fund in Line Item 08-04-402-00 entitled “Wages-Deputies” for FY 2015-2016.**

**Insert \$344.17 into the General Budget within the Justice Fund in Line Item 08-18-410-00 entitled “Retirement” for FY 2015-2016.**

**Insert \$225.82 into the General Budget within the Justice Fund in Line Item 08-18-411-00 entitled “Social Security” for FY 2015-2016.**

DATED This 6th day of June 2016.

ATTEST:

(absent)

CHARLES M. HOWELL, Chair

/s/ Michelle Emerson

Michelle Emerson, Clerk

/s/ Catherine M. Roemer

CATHERINE M. ROEMER, Commissioner

( S E A L )

/s/ Roger M. Morley

ROGER M. MORLEY, Commissioner

**RESOLUTION NO. 2016-12  
FY 2015-2016  
INSERT GRANT FUNDS–IMPAIRED DRIVING MOBILIZATION  
DECEMBER 18, 2015, TO JANUARY 3, 2016  
JUSTICE FUND**

WHEREAS, the Board of County Commissioners of Jerome County, Idaho, (Board) is empowered to manage the finances of Jerome County, Idaho; and,

WHEREAS, the Jerome County Commissioners have established a Sheriff Budget within the established Justice Fund; and,

WHEREAS, the Jerome County Commissioners have established a General Budget within the established Justice Fund; and,

WHEREAS, Jerome County has been awarded grant funds in the amount of \$4,994.00 (Auditor’s Certificate #2016-1001) for Impaired Driving Mobilization (12/18/15 to 1/3/16); and,

WHEREAS, the grant funds of \$4,994.00 should be inserted into the Sheriff Budget and the General Budget within the Justice Fund in Line Items 08-04-402-00 entitled “Wages-Deputies” and 08-18-410-00 entitled “Retirement” and 08-18-411-00 entitled “Social Security” for FY 2015-2016 to reimburse actual expenditures; and,

WHEREAS, tax revenue will not be affected if the grant funds are inserted into the FY 2015-2016 Sheriff Budget and General Budget within the Justice Fund; and,

THEREFORE, BE IT RESOLVED that the grant funds be inserted into the Sheriff Budget and the General Budget within the Justice Fund as follows:

**Insert \$4,201.77 into the Sheriff Budget within the Justice Fund in Line Item 08-04-402-00 entitled “Wages-Deputies” for FY 2015-2016.**

**Insert \$478.37 into the General Budget within the Justice Fund in Line Item 08-18-410-00 entitled “Retirement” for FY 2015-2016.**

**Insert \$313.86 into the General Budget within the Justice Fund in Line Item 08-18-411-00 entitled “Social Security” for FY 2015-2016.**

DATED This 6<sup>th</sup> day of June 2016.

ATTEST:

(absent)

CHARLES M. HOWELL, Chair

/s/ Michelle Emerson

Michelle Emerson, Clerk

/s/ Catherine M. Roemer

CATHERINE M. ROEMER, Commissioner

( S E A L )

/s/ Roger M. Morley

ROGER M. MORLEY, Commissioner

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**RESOLUTION NO. 2016-13  
FY 2015-2016  
INSERT GRANT FUNDS–TAXIWAY A RECONSTRUCTION  
GRANT #3-16-0020-015/REIMBURSEMENT #8  
AIRPORT FUND**

WHEREAS, the Board of County Commissioners of Jerome County, Idaho, (Board) is empowered to manage the finances of Jerome County, Idaho; and,

WHEREAS, the Jerome County Commissioners have established an Airport Fund; and,

WHEREAS, Jerome County has been awarded grant funds in the amount of \$1,892.25 (Auditor’s Certificate #2016-344) for Federal Airport Grant funds (Grant #3-16-0020-015); and,

WHEREAS, the grant funds of \$1,892.25 should be inserted into the Airport Fund in Line Item 03-00-760-02 entitled “Grant–Fed/Pro 130212/AIP ’015” for FY 2015-2016; and,

WHEREAS, tax revenue will not be affected if the grant funds are inserted into the FY 2015-2016 Airport Fund; and,

THEREFORE, BE IT RESOLVED that the grant funds be inserted into the Airport Fund as follows:

**Insert \$1,892.25 into the Airport Fund in Line Item 03-00-760-02 entitled “Grant-Fed/Pro 130212/AIP ’015” for FY 2015-2016.**

DATED This 6th day of June 2016.

ATTEST:

(absent)

CHARLES M. HOWELL, Chair

/s/ Michelle Emerson

Michelle Emerson, Clerk

/s/ Catherine M. Roemer

CATHERINE M. ROEMER, Commissioner

( S E A L )

/s/ Roger M. Morley

ROGER M. MORLEY, Commissioner

**RESOLUTION NO. 2016-14  
FY 2015-2016  
INSERT GRANT FUNDS–TAXIWAY A RECONSTRUCTION  
GRANT #3-16-0020-015/REIMBURSEMENT #9  
AIRPORT FUND**

WHEREAS, the Board of County Commissioners of Jerome County, Idaho, (Board) is empowered to manage the finances of Jerome County, Idaho; and,

WHEREAS, the Jerome County Commissioners have established an Airport Fund; and,

WHEREAS, Jerome County has been awarded grant funds in the amount of \$9,849.78 (Auditor’s Certificate #2016-735) for Federal Airport Grant funds (Grant #3-16-0020-015); and,

WHEREAS, the grant funds of \$9,849.78 should be inserted into the Airport Fund in Line Item 03-00-760-02 entitled “Grant–Fed/Pro 130212/AIP ’015” for FY 2015-2016; and,

WHEREAS, tax revenue will not be affected if the grant funds are inserted into the FY 2015-2016 Airport Fund; and,

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THEREFORE, BE IT RESOLVED that the grant funds be inserted into the Airport Fund as follows:

**Insert \$9,849.78 into the Airport Fund in Line Item 03-00-760-02 entitled "Grant-Fed/Pro 130212/AIP '015" for FY 2015-2016.**

DATED This 6<sup>th</sup> day of June 2016.

ATTEST:

/s/ Michelle Emerson  
Michelle Emerson, Clerk

( S E A L )

(absent)  
CHARLES M. HOWELL, Chair

/s/ Catherine M. Roemer  
CATHERINE M. ROEMER, Commissioner

/s/ Roger M. Morley  
ROGER M. MORLEY, Commissioner

**RESOLUTION NO. 2016-15  
FY 2015-2016  
INSERT GRANT FUNDS-PARALLEL TAXIWAY A RECONSTRUCTION  
GRANT #3-16-0020-016/REIMBURSEMENT #4  
AIRPORT FUND**

WHEREAS, the Board of County Commissioners of Jerome County, Idaho, (Board) is empowered to manage the finances of Jerome County, Idaho; and,

WHEREAS, the Jerome County Commissioners have established an Airport Fund; and,

WHEREAS, Jerome County has been awarded grant funds in the amount of \$9,124.14 (Auditor's Certificate #2016-157) for Federal Airport Grant funds (Grant #3-16-0020-016); and,

WHEREAS, the grant funds of \$9,124.14 should be inserted into the Airport Fund in Line Item 03-00-760-00 entitled "Grant-Fed/Pro 140005/AIP '016" for FY 2015-2016; and,

WHEREAS, tax revenue will not be affected if the grant funds are inserted into the FY 2015-2016 Airport Fund; and,

THEREFORE, BE IT RESOLVED that the grant funds be inserted into the Airport Fund as follows:

**Insert \$9,124.14 into the Airport Fund in Line Item 03-00-760-00 entitled "Grant-Fed/Pro 140005/AIP '016" for FY 2015-2016.**

DATED This 6<sup>th</sup> day of June 2016.

ATTEST:

/s/ Michelle Emerson  
Michelle Emerson, Clerk

( S E A L )

(absent)  
CHARLES M. HOWELL, Chair

/s/ Catherine M. Roemer  
CATHERINE M. ROEMER, Commissioner

/s/ Roger M. Morley  
ROGER M. MORLEY, Commissioner

**RESOLUTION NO. 2016-16**  
**FY 2015-2016**  
**INSERT GRANT FUNDS–PARALLEL TAXIWAY A RECONSTRUCTION**  
**GRANT #3-16-0020-016/REIMBURSEMENT #5**  
**AIRPORT FUND**

WHEREAS, the Board of County Commissioners of Jerome County, Idaho, (Board) is empowered to manage the finances of Jerome County, Idaho; and,

WHEREAS, the Jerome County Commissioners have established an Airport Fund; and,

WHEREAS, Jerome County has been awarded grant funds in the amount of \$94,179.47 (Auditor’s Certificate #2016-342) for Federal Airport Grant funds (Grant #3-16-0020-016); and,

WHEREAS, the grant funds of \$94,179.47 should be inserted into the Airport Fund in Line Item 03-00-760-00 entitled “Grant–Fed/Pro 140005/AIP ’016” for FY 2015-2016; and,

WHEREAS, tax revenue will not be affected if the grant funds are inserted into the FY 2015-2016 Airport Fund; and,

THEREFORE, BE IT RESOLVED that the grant funds be inserted into the Airport Fund as follows:

**Insert \$94,179.47 into the Airport Fund in Line Item 03-00-760-00 entitled “Grant-Fed/Pro 140005/AIP ’016” for FY 2015-2016.**

DATED This 6<sup>th</sup> day of June 2016.

ATTEST:

/s/ Michelle Emerson  
Michelle Emerson, Clerk

( S E A L )

(absent)  
CHARLES M. HOWELL, Chair  
  
/s/ Catherine M. Roemer  
CATHERINE M. ROEMER, Commissioner

/s/ Roger M. Morley  
ROGER M. MORLEY, Commissioner

**RESOLUTION NO. 2016-17**  
**FY 2015-2016**  
**INSERT GRANT FUNDS–PARALLEL TAXIWAY A RECONSTRUCTION**  
**GRANT #3-16-0020-017/REIMBURSEMENT #5**  
**AIRPORT FUND**

WHEREAS, the Board of County Commissioners of Jerome County, Idaho, (Board) is empowered to manage the finances of Jerome County, Idaho; and,

WHEREAS, the Jerome County Commissioners have established an Airport Fund; and,

WHEREAS, Jerome County has been awarded grant funds in the amount of \$11,927.49 (Auditor’s Certificate #2016-155) for Federal Airport Grant funds (Grant #3-16-0020-017); and,

WHEREAS, the grant funds of \$11,927.49 should be inserted into the Airport Fund in Line Item 03-00-760-05 entitled “Grant–Fed/Pro 140035/AIP ’017” for FY 2015-2016; and,

WHEREAS, tax revenue will not be affected if the grant funds are inserted into the FY 2015-2016 Airport Fund; and,

THEREFORE, BE IT RESOLVED that the grant funds be inserted into the Airport Fund as follows:

**Insert \$11,927.49 into the Airport Fund in Line Item 03-00-760-05 entitled "Grant-Fed/Pro 140035/AIP '017" for FY 2015-2016.**

DATED This 6<sup>th</sup> day of June 2016.

ATTEST:

/s/ Michelle Emerson  
Michelle Emerson, Clerk

( S E A L )

(absent)  
CHARLES M. HOWELL, Chair

/s/ Catherine M. Roemer  
CATHERINE M. ROEMER, Commissioner

/s/ Roger M. Morley  
ROGER M. MORLEY, Commissioner

**RESOLUTION NO. 2016-18  
FY 2015-2016  
INSERT GRANT FUNDS-PARALLEL TAXIWAY A RECONSTRUCTION  
GRANT #3-16-0020-017/REIMBURSEMENT #6  
AIRPORT FUND**

WHEREAS, the Board of County Commissioners of Jerome County, Idaho, (Board) is empowered to manage the finances of Jerome County, Idaho; and,

WHEREAS, the Jerome County Commissioners have established an Airport Fund; and,

WHEREAS, Jerome County has been awarded grant funds in the amount of \$30,612.06 (Auditor's Certificate #2016-343) for Federal Airport Grant funds (Grant #3-16-0020-017); and,

WHEREAS, the grant funds of \$30,612.06 should be inserted into the Airport Fund in Line Item 03-00-760-05 entitled "Grant-Fed/Pro 140035/AIP '017" for FY 2015-2016; and,

WHEREAS, tax revenue will not be affected if the grant funds are inserted into the FY 2015-2016 Airport Fund; and,

THEREFORE, BE IT RESOLVED that the grant funds be inserted into the Airport Fund as follows:

**Insert \$30,612.06 into the Airport Fund in Line Item 03-00-760-05 entitled "Grant-Fed/Pro 140035/AIP '017" for FY 2015-2016.**

DATED This 6<sup>th</sup> day of June 2016.

ATTEST:

/s/ Michelle Emerson  
Michelle Emerson, Clerk

( S E A L )

(absent)  
CHARLES M. HOWELL, Chair

/s/ Catherine M. Roemer  
CATHERINE M. ROEMER, Commissioner

/s/ Roger M. Morley  
ROGER M. MORLEY, Commissioner

**RESOLUTION NO. 2016-19**  
**FY 2015-2016**  
**INSERT GRANT FUNDS–PARALLEL TAXIWAY A RECONSTRUCTION**  
**GRANT #3-16-0020-017/REIMBURSEMENT #7**  
**AIRPORT FUND**

WHEREAS, the Board of County Commissioners of Jerome County, Idaho, (Board) is empowered to manage the finances of Jerome County, Idaho; and,

WHEREAS, the Jerome County Commissioners have established an Airport Fund; and,

WHEREAS, Jerome County has been awarded grant funds in the amount of \$2,139.74 (Auditor’s Certificate #2016-530) for Federal Airport Grant funds (Grant #3-16-0020-017); and,

WHEREAS, the grant funds of \$2,139.74 should be inserted into the Airport Fund in Line Item 03-00-760-05 entitled “Grant–Fed/Pro 140035/AIP ’017” for FY 2015-2016; and,

WHEREAS, tax revenue will not be affected if the grant funds are inserted into the FY 2015-2016 Airport Fund; and,

THEREFORE, BE IT RESOLVED that the grant funds be inserted into the Airport Fund as follows:

**Insert \$2,139.73 into the Airport Fund in Line Item 03-00-760-05 entitled “Grant-Fed/Pro 140035/AIP ’017” for FY 2015-2016.**

DATED This 6th day of June 2016.

ATTEST:

(absent)

CHARLES M. HOWELL, Chair

/s/ Michelle Emerson

Michelle Emerson, Clerk

/s/ Catherine M. Roemer

CATHERINE M. ROEMER, Commissioner

( S E A L )

/s/ Roger M. Morley

ROGER M. MORLEY, Commissioner

**RESOLUTION NO. 2016-20**  
**FY 2015-2016**  
**INSERT GRANT FUNDS–PARALLEL TAXIWAY A RECONSTRUCTION**  
**GRANT #3-16-0020-017/REIMBURSEMENT #8**  
**AIRPORT FUND**

WHEREAS, the Board of County Commissioners of Jerome County, Idaho, (Board) is empowered to manage the finances of Jerome County, Idaho; and,

WHEREAS, the Jerome County Commissioners have established an Airport Fund; and,

WHEREAS, Jerome County has been awarded grant funds in the amount of \$2,990.25 (Auditor’s Certificate #2016-651) for Federal Airport Grant funds (Grant #3-16-0020-017); and,

WHEREAS, the grant funds of \$2,990.25 should be inserted into the Airport Fund in Line Item 03-00-760-05 entitled “Grant–Fed/Pro 140035/AIP ’017” for FY 2015-2016; and,

WHEREAS, tax revenue will not be affected if the grant funds are inserted into the FY 2015-2016 Airport Fund; and,

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THEREFORE, BE IT RESOLVED that the grant funds be inserted into the Airport Fund as follows:

**Insert \$2,990.25 into the Airport Fund in Line Item 03-00-760-05 entitled “Grant-Fed/Pro 140035/AIP ‘017” for FY 2015-2016.**

DATED This 6<sup>th</sup> day of June 2016.

ATTEST:

/s/ Michelle Emerson  
Michelle Emerson, Clerk

( S E A L )

(absent)  
CHARLES M. HOWELL, Chair

/s/ Catherine M. Roemer  
CATHERINE M. ROEMER, Commissioner

/s/ Roger M. Morley  
ROGER M. MORLEY, Commissioner

❖ A Motion was made by Commissioner Roemer to approve Resolutions 2016-9 through 2016-20 as presented by Tracee McKim. It was seconded and carried with unanimous ayes.

### **ISBELIA BURNHAM—PENALTIES AND INTEREST**

Treasurer Tevian Ekren-Kober was present. Also present were Isbelia Burnham and Jennie Burnham, representing property in the name of deceased David Burnham.

Commissioner Morley stated he was related to Isbelia Burnham but that he did not believe it was necessary to recuse himself because the Board’s decision would be based on Idaho statute.

Isbelia Burnham requested that the Commissioners waive penalty and interest charges accrued from overdue property taxes of her father. She said she would be able to pay the overdue tax amount within two weeks.

Ekren-Kober advised that her office could not cancel the interest charges until the taxes were paid because interest on overdue taxes accrues daily.

❖ A Motion was made by Commissioner Roemer to forgive the penalty and interest charges for David John Burnham on the tax amount of \$4,459.70 if payment is made by June 20, 2016. It was seconded, followed by discussion that the representatives for David John Burnham said that if payment is not made by June 20, they would pay the penalty and interest. It was seconded and carried with unanimous ayes.

### **DOUG McFALL—SHERIFF MATTERS**

Sheriff Doug McFall and Jail Administrator Marisela Ibarra were present.

**Vehicle Purchase:** Sheriff McFall had sent the Commissioners an e-mail regarding his May 31 request to purchase an additional patrol car.

❖ A Motion was made by Commissioner Roemer to approve \$19,000 for the purchase of a new patrol car based on the information provided by Sheriff McFall and discussion. It was

seconded, followed by discussion that the funds will be taken out of the capital line item, and carried with unanimous ayes.

**Fencing:** Sheriff McFall said he would obtain another bid for fencing the impound yard at the new jail facility because the bidders he had were requiring a down payment before they completed the work.

**Jail Charges:** The sheriff discussed with the Commissioners how much the County had paid so far for jail construction.

**Executive Session:** Sheriff McFall called for an executive session.

❖ 11:08 A.M. – A Motion was made by Commissioner Roemer 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.

11:35 A.M. – Return to open session.

No action was taken following the executive session.

**Jail Walk-through:** The sheriff said there was an unexpected hum in the control room at the new jail facility, and the Commissioners determined to tour the jail with the sheriff. Commissioner Roemer found the noise in the control room to be unacceptable, and the Board discussed with the sheriff possible remedies.

Meeting recessed at 12:20 P.M.

Meeting reconvened at 1:20 P.M.

### **DAVID ULI—APEX INTEGRATED SECURITY SOLUTIONS**

David Uli and Chris Belarski (president), both representing Apex Integrated Security Solutions, were present.

Belarski updated the Board on the services his company provides for the County. He said it provided software support and monitoring. Customer service from the Boise company was addressed. Belarski said Apex uses the Lenel security system but that there were other options for software.

Chief Deputy Clerk Tracee McKim was present. Also present was Robin Olszynski from Dedicated Security.

Belarski answered Commissioner Roemer's question about what other entities Apex services.

Uli answered questions about the monitoring system.

➤ Commissioner Roemer said the Board would enter into further discussion about security systems at a later date.

## **ROBIN OLSZYNSKI—SECURITY MEASURES**

Robin Olszynski, Dedicated Security, was present.

Olszynski followed up on recommendations and price quotes he had given to the Board on both March 21 and 28. He said the County did not have any proprietary equipment.

Olszynski told of entities for which he had provided security measures for 22 years, including the Jerome County Airport. He said his rate is \$45 an hour while he is working, with no travel time charges.

- The Board was expecting a security quote from another company on June 13.

## **BUREAU OF LAND MANAGEMENT AMENDED APPLICATION FROM GEORGE PANAGIOTOU, Continued**

Kasey Prestwich and Codie Martin, representing the Bureau of Land Management, and George Panagiotou, president of the Snake River Canyons Park Board, were present.

The Board continued its May 23 and 31 discussions of an amended application to the Bureau of Land Management from George Panagiotou. He was requesting a right-of-way for the Devil's Corral Road in the Snake River Canyons Park.

Prestwich addressed a letter the Board had sent to the BLM not in support of a right-of-way for the road in question. He said in order for the BLM to make a decision, it needed the Commissioners to state reasons why a right-of-way would interfere with the Park uses desired by the County.

Commissioner Morley said he believed access to Panagiotou's property was sufficient and that artifacts would disappear if the road were improved because of a right-of-way.

The Commissioners studied a map with those present; Panagiotou explained why he had applied for the right-of-way and confirmed that he would treasure any historical sites on his property.

Prestwich and Martin were excused.

Panagiotou said he would like a conservancy to purchase his property and asked the Commissioners to support his efforts to sell it to an entity that would preserve its pristine condition.

➤ Commissioner Roemer advised Panagiotou to address the Board in person or in writing about his request.

❖ A Motion was made by Commissioner Roemer to support the amended application of George Panagiotou for Right-of-Way IDI-38012 in response to a request from the Bureau of Land Management for comment. It was seconded and carried with unanimous ayes.

➤ The Board determined it would sign a letter to the BLM in support of Panagiotou's amended application for a right-of-way.

### **SPONSORSHIP OF RULE OF 80 LEGISLATION FOR PROBATION OFFICERS**

Attorney Mike Seib and Clerk/Auditor/Recorder Michelle Emerson were present.

The Commissioners were in favor of legislation that would allow probation officers to retire from the State of Idaho after reaching a Rule of 80, rather than 90, as had been discussed with the County's probation administrator on May 31.

❖ A Motion was made by Commissioner Morley to support the sponsorship of Rule 80 legislation for probation officers. It was seconded and carried with unanimous ayes.

### **RICK HABERMAN—TAX CANCELLATIONS**

Assessor Rick Haberman was present.

Haberman explained that the State of Idaho had assessed two properties owned by the Intermountain Gas Company and that they should not have been assessed by the County.

❖ A Motion was made by Commissioner Morley to recommend cancelling taxes based on \$9,883 of assessed value for Intermountain Gas property, Parcel No. RP08S17E219493, that was assessed by the State of Idaho and should not have been assessed by the County. It was seconded and carried with unanimous ayes.

❖ A Motion was made by Commissioner Morley to recommend cancelling taxes based on \$2,275 of assessed value for Parcel No. RP001170010100, to avoid double assessment. It was seconded and carried with unanimous ayes.

Haberman told the Board his office had not removed the value of the land when a house directly south of the Northside Canal Company had been demolished.

❖ A Motion was made by Commissioner Morley to cancel taxes for Parcel No. RPJ13702300010 based on \$28,330 of assessed value, which represents the value of the land. It was seconded and carried with unanimous ayes.

### **MIKE SEIB—LEGAL COUNSEL**

Attorney Mike Seib was present.

**Sign Ordinance No. 2016-5:** Planning and Zoning Assistant Administrator Nancy Marshall was present. She presented an ordinance reflecting the Board's decision on May 31 to amend the Jerome County Zoning Ordinance.

❖ A Motion was made by Commissioner Roemer to adopt Ordinance 2016-5 amending Chapter 5, Charts 5-1 and 5-6, and affected Chapters 2, 6, and 13 of the Jerome County Zoning Ordinance. It was seconded and carried with unanimous ayes.

**JEROME COUNTY ORDINANCE NO. 2016-5**

Amending Chapter 5, Charts 5-1 and 5-6, and Affected Chapters 2, 6, and 13  
of the Jerome County Zoning Ordinance

AN ORDINANCE OF THE JEROME COUNTY BOARD OF COUNTY COMMISSIONERS, STATE OF IDAHO, AMENDING CHAPTER FIVE, CHARTS 5-1 AND 5-6 AND AFFECTED CHAPTERS TWO, SIX AND THIRTEEN OF THE JEROME COUNTY ZONING ORDINANCE, SETTING FORTH AND INCORPORATING UNDERLYING RECITALS, DIRECTING IMPLEMENTATION BY ADMINISTRATIVE STAFF, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Article XII, Section 2 of the Idaho Constitution authorizes Jerome County to adopt “all such local police, sanitary, and other regulations as are not in conflict with its charter or with the general laws;” and

WHEREAS, Idaho Code Section 31-714 authorizes Jerome County to pass all ordinances, rules, and regulations necessary for carrying into effect or discharging the powers and duties conferred by the laws of the State of Idaho and that are necessary or proper to provide for the safety, promote the health and prosperity, and improve the general welfare of the inhabitants of Jerome County and all persons who may be present in Jerome County from time to time; and

WHEREAS, Idaho Code Section 67-6511 mandates Jerome County to establish through ordinance certain standards and regulations regarding zoning matters, along with the authority to amend or repeal such ordinances; and

WHEREAS, Idaho Code Section 31-715 mandates all such ordinances to be published in a newspaper circulated in the county before such will become effective; and

WHEREAS, Idaho Code Section 31-715A authorizes an ordinance to be summarized when published; and

WHEREAS, the Board of Jerome County Commissioners initiated processes for amending the Jerome County Zoning Ordinance; and

WHEREAS, applications to amend the Jerome County Zoning Ordinance text were received by the Jerome County Planning and Zoning Commission; and

WHEREAS, the Jerome County Planning and Zoning Commission held a public hearing and had discussions on the proposed amendment and recommended to the Board of Jerome County Commissioners that the amendment be approved; and

WHEREAS, after receiving recommendations from the Jerome County Planning and Zoning Commission, the Board of Jerome County Commissioners held public hearings and held discussions on the proposed amendment; and

WHEREAS, the requested amendment is in accordance with the Jerome County Comprehensive Plan; and

WHEREAS, all notice and hearing procedures required by Idaho Code and the Jerome County Zoning Ordinance, specifically Chapter 21, were followed and complied with; and

THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS, JEROME COUNTY, IDAHO, that:

1. The above recitals are hereby incorporated into this ordinance.

2. CHAPTER 5,

USE CATEGORY	ZONES									
CHART 5-1	A-1	A-L	A-2	C-G	I-L	I-H	PR	IMP	AR	CC
<b>AGRICULTURE</b>										
Aquaculture	S	S					S			
Confined Animals Not Regulated by Chapter 13	P	P	P	P	P	P	P	P		P
Crop Production	P	P	P	P	P	P	P	P	P	P
Pastured Animals	P	P	P	P	P	P	P	P	P	P
<b>AGRICULTURAL ACTIVITIES</b>										
Agriculture Product Transfer Point	P	P		P	P	P		S		
Animal Hospital	S	S		S <sup>1</sup>	P	P		S	S <sup>1</sup>	S
Commercial Truck Wash Facility	S	S								
Horticultural Services	P	S	S	P	P	P		S	S <sup>1</sup>	S <sup>1</sup>
Kennels	S	S			P	P		S	S <sup>1</sup>	S <sup>1</sup>
Livestock Sales and Transfer Point	S	S		S	P	P		S		S
Veterinarian	S	S		S <sup>1</sup>	P	P		S	S <sup>1</sup>	S
P Permitted Use S Special Use Permit Required <sup>1</sup> Providing all materials and equipment are kept inside of an enclosed building and all work is performed inside an enclosed building										

and,

USE CATEGORY	ZONES									
CHART 5-6	A-1	A-L	A-2	C-G	I-L	I-H	PR	IMP	AR	CC
<b>RESIDENTIAL</b>										
Multi-Family Dwelling								P		
Dwelling, Single Family	P	P	P				S	P		
Dwelling, Two Family			P					P		
Home Occupation	P	P	P	P	P	P	P	P	P	P
Living Quarters	S	S	P	S	S	S	S	S	S	S

Park, Mobile			P					S		
Park, Recreational Vehicle			P					P		
Residence Halls				P	P	P		S		
Residential Hotels				S	S	S		S		S
Rooming House				P	P	P		P		
Site, Recreational Vehicle	P <sup>1</sup>	P <sup>1</sup>	P <sup>1</sup>					P <sup>1</sup>		
Transient Lodgings	S	S		S	S	S		S		
P Permitted Use S Special Use Permit Required <sup>1</sup> A Special Use Permit required after 60 days of Residence per year per parcel										

and,

## CHAPTER 2 DEFINITIONS

### AGRICULTURAL PRODUCT TRANSFER POINT

A storage area not part of a specific farm or farming operation where raw plant based agricultural products from multiple farms are taken for the sole purpose of being temporarily stored pending further transferal, by way of truck, train, or other forms of transportation.

### CONFINED ANIMALS:

Animals that are confined in a corral, pen, or other area on a sustained basis, where feed is brought to the parcel, and where the concentration of animals is such that a vegetative cover cannot be maintained within the enclosed/penned areas on the property during the course of a normal growing season.

### CONFINED ANIMALS NOT REGULATED BY CHAPTER 13

Confined animals where the animal unit to total land ratio is not greater than two (2) units per one (1) acre, or seventy-five (75) units per parcel.

### LIVESTOCK SALES and TRANSFER POINT

An independent LCO not part of any operation, which continually receives Livestock from one or more sources for the purpose of temporarily storing such animals pending sale, processing and/or further transferal, by way of truck, train, or other forms of transportation.

### LIVING QUARTERS

A living space embedded in a commercial endeavor or some other kind of non-residential use so that employees or other people associated with the use will have a place to stay or reside while at work due to an aspect of the job requiring one or more people to be at work around-the-clock. This definition shall not pertain to any Residential Dwelling permitted under the housing density standards of Chapter 6 of the JCZO.

and,

## CHAPTER 6 PERFORMANCE STANDARDS

### 6-3 HOUSING DENSITY

The number of residential dwellings allowed in any particular zone shall be as follows:

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(A-1) AGRICULTURE:

One (1) per parcel unless otherwise stated in the JCZO.

(A-L) AGRICULTURE LIMITED; (IMP-AL) CITY IMPACT AREA AGRICULTURE LIMITED AND (IMP-RES) CITY IMPACT AREA RESIDENTIAL:

One (1) per parcel unless otherwise stated in the JCZO.

(A-2) RURAL RESIDENTIAL AND (IMP) AREA OF CITY IMPACT:

One (1) per acre unless otherwise stated in the JCZO.

(CC) COMMERCIAL CORRIDOR; (CG) COMMERCIAL GENERAL; (IL) LIGHT INDUSTRIAL; (IH) HEAVY INDUSTRIAL; (IMP-COM) CITY IMPACT AREA COMMERCIAL AND (IMP-IND) CITY IMPACT AREA INDUSTRIAL:

Residential dwellings not allowed. Living Quarters may be permitted by Special Use Permit.

(PR) PRESERVATION:

One per parcel permitted only with a Special Use Permit.

(AR) AIRPORT:

Residential dwellings not allowed (residences for employees overseeing the airport excluded).

6-4. LIVING QUARTERS AS AN ACCESSORY USE

All commercial uses incorporating a Living Quarters into the business as an accessory use thereof shall require a Special Use Permit. Such Living Quarters shall be integrated into a commercial structure and shall in no event be erected as a stand-alone dwelling or residential house.

SUBSEQUENT RENUMBERING OF CHAPTER 6 SECTIONS 6-4 THROUGH END OF CHAPTER

and,

CHAPTER 13 LIVESTOCK CONFINEMENT OPERATIONS

13-2. APPLICABILITY

- A. The provisions of this Chapter are minimum standards, and any more restrictive standards required by other applicable Local, State, and/or Federal laws, rules, codes and/or regulations and ordinances must be complied with. Any action by Jerome County pursuant to this Chapter does not insure that the Applicant is in compliance with any other provisions of applicable Local, State, and/or Federal laws, rules, and/or regulations.
- B. The regulations of this Chapter shall apply to all existing and proposed LCOs; but not to WLCOs that are regulated by Chapter 13A of the JCZO.
- C. The regulations of this Chapter shall not apply to any LCO functioning exclusively as a Livestock Sales and Transfer Point.
3. The above language of each stated section is hereby approved and adopted by the Jerome County Board of Commissioners.
4. Administrative staff and agents of Jerome County are hereby directed to take such actions as may be necessary to implement the provisions of this ordinance.
5. Any existing provisions of the Jerome County Ordinance that are in conflict with the provisions of this ordinance are hereby declared to be repealed or superseded to the extent of such conflict.

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6. This ordinance shall be effective upon its approval, passage, and publication in a newspaper in circulation in Jerome County.

DATED THIS 6<sup>th</sup> day of June 2016.

ATTEST:

(absent)

Charles M. Howell, Chairman

/s/ Michelle Emerson

Michelle Emerson  
Jerome County Clerk

/s/ Catherine M. Roemer

Catherine M. Roemer, Vice Chairman

( S E A L )

/s/ Roger M. Morley

Roger M. Morley, Commissioner

**Sign Courts Memorandum of Understanding:** Seib had reviewed a Memorandum of Understanding to establish Domestic Violence (DV) and Driving Under the Influence (DUI) Courts in Jerome County as well as a pass-through employee, as approved by the Commissioners on May 31. He said the draft agreement had some contractions and that he would present a revised Understanding on June 13.

**Employee & Supervisor Manual Changes:** Seib presented a resolution to amend the Employee & Supervisor Manual to include “Overnight Business Trips” and “Same Day Business Trips,” as determined by the Commissioners on May 31.

❖ A Motion was made by Commissioner Roemer to adopt Resolution 2016-21 as presented. It was seconded and carried with unanimous ayes.

#### RESOLUTION NUMBER 2016-21

**A RESOLUTION OF JEROME COUNTY, IDAHO, ON THE ADOPTION OF CERTAIN AMENDMENTS TO THE JEROME COUNTY EMPLOYEESUPERVISOR MANUAL; SETTING FORTH AND INCORPORATING UNDERLYING RECITALS; DIRECTING ADMINISTRATIVE STAFF TOWARDS IMPLEMENTATION; AND PROVIDING AN EFFECTIVE DATE.**

RECITALS:

WHEREAS, it is vital to the daily operations of Jerome County for its employees to be informed of their employment responsibilities and the consequences for failing in those responsibilities; and to be informed of the privileges and rights granted to them by Federal and State law, and/or by the Board; and

WHEREAS, the Board of Commissioners for Jerome County, Idaho, is committed to assist all officials and employees with carrying out their employment responsibilities in the manner expected and required of them; and

WHEREAS, the Board of Commissioners for Jerome County has developed a handbook containing county policy and providing information on applicable State and Federal law; and

WHEREAS, it is recognized that the adopted handbook would need to be amended from time to time for the purposes of correcting, clarifying, or changing the policies stated therein.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF JEROME COUNTY, IDAHO, AS FOLLOWS:**

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1. The above recitals are hereby incorporated into this resolution.
2. The following sections of the *Jerome County Employee/Supervisor Manual* Chapter Four are hereby amended as shown below:

.....CHAPTER FOUR.....  
Section 4.3.10

**Overnight Business Trips**

Employees on official business travel that mandates an overnight stay may collect a per diem for the purpose of covering meal and mileage expenses. Such per diem amounts shall be as stated in the appendix under the section entitled “*Reimbursement Amounts*”. A claim for such per diem amounts may be made by the employee to the Board either before or after the business trip. If the trip is being made to attend a conference, a copy of the conference’s agenda shall be attached to the employee’s per diem claim. Complimentary meals, including continental breakfast provided by a hotel and meals provided by common carriers, will not be deducted from the per diem allowance to be paid. The number of reimbursed miles is calculated by entering the departure and arrival addresses into Google Maps, or by listing the mileage distance shown on the official state highway map (<http://www.itd.idaho.gov/highways/gis/StateMaps/>). A copy of the Google Map’s printout, if used, will be attached to the employee’s mileage claim, or if the state highway map is used, such shall be noted on the claim.

**Same Day Business Trips**

Employees on an official business trip that can be completed within a single day will be reimbursed for meal and mileage expenses at the conclusion of the business trip. Meal expenses will be reimbursed upon the traveling employee submitting a claim to the County that has proof of such expenses attached. In no event shall the reimbursed amount exceed those amounts identified in the appendix under the section entitled “*Reimbursement Amounts*”. Mileage expenses for same day business trips shall be reimbursed at the rate stated in the appendix under the section entitled “*Reimbursement Amounts*”. The number of reimbursed miles will be calculated and claimed per the procedures stated in the above paragraph.

3. It is recognized that the incorporation of the amendments stated herein does affect and change the table of contents, as well as the page numbering as it existed in the previous edition of the manual. In addition, it also causes certain sections that are not being amended substantively to be renumbered.
4. The necessary and resulting changes to the certain sections, table of contents, and to the page numbering of the manual shall be adopted and respectively made to the manual.
5. The official added language identified herein shall be subject to the applicable provisions of *Resolution Number 2009-48*.
6. Administrative staff and agents of Jerome County are hereby directed to take such actions as may be necessary to implement the provisions of this resolution.
7. This resolution shall be effective upon all requirements of applicable law being fulfilled.

Approved and adopted as a resolution of Jerome County by the Board of County Commissioners on this 6<sup>th</sup> day of June 2016.

Board of Jerome County Commissioners

ATTEST:

(absent)

Charles Howell, Chair

/s/ Michelle Emerson

Michelle Emerson, Jerome County Clerk

/s/ Roger M. Morley

Roger Morley, Commissioner

( S E A L )

/s/ Catherine M. Roemer

Cathy Roemer, Commissioner

**Mixed Drinks:** The Commissioners consulted Seib about a question from a constituent that Commissioner Morley had brought to the Board's attention that morning. It was determined from the Idaho State Police Alcohol Manual that the mixed drink ruling was a State ruling.

**Courthouse Security:** Seib advised against expanding the duties of an employee who was not a deputy sheriff to include responding to security threats.

### **INDIGENT MATTERS**

Social Services Director Kim Burlington was present.

Burlington informed the Board the title company was requiring a Partial Release of Lien for property it was purchasing from Karen Daniel.

❖ A Motion was made by Commissioner Morley to approve a Partial Release of Lien for medically indigent benefits in the name of Karen Daniel, Jerome County Instrument No. 2122254. It was seconded and carried with unanimous ayes.

Burlington said the title company also requested a letter regarding the County's purchase of the land from Daniel.

❖ A Motion was made by Commissioner Roemer to sign a letter dated June 6, 2016, regarding Karen Daniel property. It was seconded and carried with unanimous ayes.

❖ A Motion was made by Commissioner Morley to accept the indigent matters as written. It was seconded and carried with unanimous ayes. Denied was Case No. 1516-093; dismissed were Case Nos. 1516-079 and 1516-046. The Board signed a Memorandum of Decision denying the appeal of Case No. 1516-063.

Meeting adjourned at 4:31 P.M.

Respectively submitted:

(absent)

Charles M. Howell, Chairman

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Jane White, Deputy Clerk

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Catherine M. Roemer, Commissioner

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Roger M. Morley, Commissioner