

JEROME COUNTY COMMISSIONERS

Monday, March 14, 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 responding to an electrical emergency.

COMMISSIONER COMMITTEE REPORTS

Commissioner Morley reported from a Southern Idaho Regional Solid Waste District meeting held in Jerome with representatives from the seven counties in the District present. He said that the District had voted to pursue a landfill gas-to-energy project and had signed a long-term agreement with Idaho Power.

Commissioner Morley had also attended a Southern Idaho Economic Development Organization (SIEDO) meeting where the new director had been introduced and members had discussed attracting workers to the Magic Valley and promoting the Main Street Project in Jerome.

Commissioner Roemer had also attended the Solid Waste District meeting. She stated she was convinced that the District board had thoroughly explored every avenue to establish a gasification plant.

SIGN JAIL CLAIMS

❖ A Motion was made by Commissioner Morley to approve new jail claims to LCA Architects for \$9,583.19 for February expenses; to Moore Medical for \$9,816.82 for a medical chair; to Computer Arts for \$2,822.54 for a data rack and accessories; and to Doug McFall for \$655.46 as reimbursement for a dishwasher and Smart LED Monitor. It was seconded and carried with unanimous ayes.

BUSINESS AND/OR ADMINISTRATIVE MATTERS

Emergency Management Coordinator Clint Blackwood was present. He gave the Commissioners their copy of the All Hazard Mitigation Plan that all the necessary agencies had signed.

The Board signed Time Clock Correction and Leave Request/Sick Time forms for Clint Blackwood and a Leave Request/Sick Time form for Art Brown.

The Board signed a Request for Employee Wage Change form for Melanie Spencer for a wage increase at the completion of her probationary period, effective March 15, 2016.

CLAIMS

Commissioner Howell signed claims for the February 24, 2016, to March 14, 2016, claim cycle as follows.

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BUDGET TOTALS

2/24/2016 TO 3/14/2016

#	DEPARTMENT	PAYROLL	ACCT PAY	GRAND TOTAL
1	CLERK	\$ 36,386.78	\$ 350.30	\$ 36,737.08
2	ASSESSOR	\$ 11,883.00	\$ 129.85	\$ 11,812.85
3	TREASURER	\$ 9,733.00	\$ 266.61	\$ 9,999.61
5	COMMISSIONERS	\$ 7,622.00	\$ 1,360.00	\$ 8,982.00
6	CORONER	\$ 754.00	\$ 1,460.00	\$ 2,214.00
11	CIVIL DEFENSE	\$ 3,158.61	\$ 288.73	\$ 3,447.34
13	COUNTY AGENT	\$ 5,200.00	\$ 532.11	\$ 5,732.11
14	DATA PROCESSING	\$ 2,478.00	\$ 8,968.35	\$ 11,446.35
15	ELECTIONS	\$ 1,210.00	\$ 7,596.86	\$ 8,806.86
18	GENERAL	\$ 44,156.03	\$ 38,552.39	\$ 82,708.42
21	PLANNING & ZONING	\$ 16,521.00	\$ 686.95	\$ 17,207.95
30	VETERANS	\$ 896.52		\$ 896.52
	Sub Total (General Fund)	\$ 139,798.94	\$ 60,192.15	\$ 199,991.09
4	SHERIFF	\$ 61,859.62	\$ 6,754.36	\$ 68,613.98
5	SHERIFF-DETENTION	\$ 60,646.96	\$ 9,691.65	\$ 70,338.61
6	ADULT PROBATION	\$ 12,577.17	\$ 512.55	\$ 13,089.72
7	PROSECUTOR	\$ 30,278.75	\$ 838.28	\$ 31,117.03
8	PUBLIC DEFENDER		\$ 34,699.70	\$ 34,699.70
9	JUVENILE	\$ 19,940.00	\$ 7,978.33	\$ 27,918.33
18	GENERAL	\$ 64,804.76	\$ 646.14	\$ 65,450.90
	Sub Total (Justice Fund)	\$ 250,107.26	\$ 61,121.01	\$ 311,228.27
3	AIRPORT	\$ 5,036.53	\$ 7,028.66	\$ 12,065.19
6	DISTRICT COURT	\$ 14,759.39	17648.53	\$ 32,407.92
7	FAIR	\$ 8,169.02	1220	\$ 9,389.02
9	CAPITAL FAIR		\$ 4,237.50	\$ 4,237.50
29	AMBULANCE			\$ -
11	HEALTH		\$ 9,821.00	\$ 9,821.00
15	ELECTION	\$ 1,439.53	\$ 161.10	\$ 1,600.63
16	INDIGENT	\$ 6,384.74	\$ 15,151.81	\$ 21,536.55
20	REVALUATION	\$ 26,209.53	\$ 996.59	\$ 27,206.12
23	SOLID WASTE			\$ -
24	TORT			\$ -
27	WEED			\$ -
38	WATERWAYS			
40	CORRECTIONAL FACILITY		\$ 1,138,977.00	\$ 1,138,977.00
41	BOND REDEMPTION			
	GRAND TOTAL	\$ 451,904.94	\$ 1,316,555.35	\$ 1,768,460.29

TRACEE McKIM—DATA EQUIPMENT PURCHASE FOR THE NEW JAIL

Information Technology Specialist Tracee McKim was present.

McKim gave the Commissioners a quote for the rest of the computer equipment that would be needed for the new jail. She said the funds would be taken from the FF&E (Furniture, Fixtures, and Equipment) Budget.

❖ A Motion was made by Commissioner Roemer to approve the purchase of network equipment for the new jail not to exceed \$40,000 as presented by Deputy Clerk Tracee McKim. It was seconded and carried with unanimous ayes.

DISCUSSION—COUNTY FLAG

The Commissioners discussed adding a Jerome County flag to display with the American and State of Idaho flags in their boardroom.

❖ A Motion was made by Commissioner Morley to purchase a Jerome County flag and pole for the Commissioners' chambers for not more than \$300. It was seconded and carried with unanimous ayes.

BRENT CULBERTSON—MAINTENANCE REPORT

Maintenance Supervisor Brent Culbertson was present.

Maintenance Report: Culbertson said he was working on building a partition for the receptionist's desk at the public defender's office.

Clerk/Auditor/Recorder Michelle Emerson was present.

Culbertson added he had replaced a sink at the Courthouse and was installing a new drain for another sink. He addressed cleaning duties at the jail when it opens in April and believed a part-time custodian four hours a day would be needed.

➤ Commissioner Roemer asked that Culbertson add improving the appearance of the Courthouse flagpole to his list of tasks. He requested a dedicated parking place for the maintenance vehicle after the sheriff's office moves from the Courthouse.

Bidding Process for Annex Courtroom: Culbertson said he had received architectural plans to build an additional courtroom at the Judicial Annex Building. He had met with a potential bidder and was seeking more companies to submit bids, with the hope of construction to begin in May.

STEVE HINES—EXTENSION OFFICE REPORT

Extension Educator Steve Hines was present.

Extension Office Report: Hines reported the applicant who had been offered a position as a family educator in the Jerome County University of Idaho extension office had declined and that another national search would begin.

Hines informed the Board there were fewer members and thus fewer steers in the 4-H program in the current year. He told Commissioner Morley he knew of no new studies on migrating phosphates but that nitrates were monitored. He also said he always reports his sitings of noxious weeds to the tri-county weed supervisor. Some discussion was held on noxious weeds growing on state or federal land.

Hines said a Twin Falls County employee who works in the Jerome extension office with low-income families two to three days a week had requested a key to the office to allow her entrance if the office were closed.

➤ It was determined the extension office and Twin Falls County would work together on scheduling rather than Jerome County releasing a key to someone who was not its employee.

Hines still had not met with the County clerk's office about options instead of the 4-H aide accumulating excessive compensatory time. The County is required to pay an employee for comp time if he or she has more than 40 hours accumulated at the end of the fiscal year. The aide was carrying over 80 hours at the end of February.

Internet Contract: Hines presented an agreement with Safelink for Internet services. He said there were only two possible companies and that Safelink provided service to the Fair.

➤ It was determined the Board would address signing the agreement later in the day.

ART BROWN—PLANNING AND ZONING MATTERS

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

Monthly Report: Brown commented on his monthly written report, which included statistics from the building department, code enforcement, and revenue as well as summaries of staff and Planning and Zoning Commission activities. He said the P&Z office had received 40 e-mail records requests within the last month in addition to requests in person.

Brown said the P&Z Commission had discussed calf operations within the A-2 (rural residential) zone and would like a workshop with the Commissioners on March 28 to establish a policy.

Brown explained his office would send letters to persons in violation of their building permits and would be recording the violations for those persons who do not respond to their letters. The P&Z staff is also identifying land divisions that were required by a Special Use Permit, with a projected completion date of April 19.

Brown had attended a manure application workshop; he said the US Department of Agriculture is in the process of updating the procedure for animal waste application if a farmer uses federal money. He had also met with state and federal agency representatives about manure runoff onto the Minidoka Internment National Historic Site. It was determined there were no regulations for third party waste.

Wright explained code enforcement complaints received in February.

Smart Phone and iPad Request: Kirsch informed the Board why he needed an iPad and a smart phone to use when in the field. The Board recognized that there would be a monthly increase in communication expenses with the two new units.

❖ A Motion was made by Commissioner Roemer approve the purchase of an iPad Air 2 for the building department for an amount not to exceed \$450. It was seconded and carried with unanimous ayes.

➤ Commissioner Roemer requested an update from Kirsch on the usefulness of the new products.

ROCKNE LAMMERS—CONFLICT PUBLIC DEFENDER CONTRACT

Juvenile Public Defender Rockne Lammers was present.

Lammers presented a contract for him to accept conflict felony cases, which he said mirrored the contract signed by the Calbo and Depew law office to accept juvenile or misdemeanor conflict cases.

➤ The Commissioners determined to consult their legal counsel that afternoon before signing the contract.

Meeting recessed at 12:03 P.M.

Meeting reconvened at 1:15 P.M.

MICHELLE EMERSON—CLERK MATTERS

Clerk/Auditor/Recorder Michelle Emerson was present.

Canvass of March 8 Election: Emerson presented the Board election results from the Republican and Constitutional Party Presidential Primary and the Shoshone School District supplemental levy election. She reported there was only one registered voter in the Shoshone school district and that no ballot had been cast.

Ted Cruz won the Republican Presidential Primary with 1,164 votes compared to his nearest rival Donald Trump with 754 votes. Other votes cast were for Marco Rubio, 231; John Kasich, 185; Ben Carson, 36; Jeb Bush, 10; Chris Christie, 8; Carly Fiorina, 3; Mike Huckabee, 3; Rand Paul, 3; Rick Santorum, 2; Peter Messina, 1; and Lindsey Graham, 0.

Scott Copeland garnered 7 votes to run on the Constitutional Party ballot, leading Patrick Anthony Ockander with 2, and J. R. Myers with 1 vote.

The total number of registered voters who voted was 30.87 percent.

❖ A Motion was made by Commissioner Roemer to approve the Jerome County results for the primary election held on March 8 as presented by Michelle Emerson. It was seconded and carried with unanimous ayes.

❖ A Motion was made by Commissioner Roemer to approve the election canvass certification for the Shoshone School District #312 supplemental levy election held in Jerome on March 8, 2016. It was seconded and carried with unanimous ayes.

Wage Form for New Employee: The Board signed an Employee Wage Change form for Kaysee Kimmel as a newly hired court deputy clerk, effective March 7, 2016.

Approval of Cameras for Judicial Annex Building: Emerson said Chris Farnsworth, Snake River Systems, had submitted a bid for new cameras at the Judicial Annex Building.

➤ Commissioner Roemer wanted to compare the bid with one expected from Robin Olszynski, Dedicated Security. Olszynski was later added to the March 21 agenda.

Twin Falls Levy Correction: Treasurer Tevian Ekren-Kober was present. Emerson reported that Twin Falls County was to pay Jerome County to compensate for a levy correction resulting from an incorrect assessment amount. The amount was owed to the Twin Falls Urban Renewal Agency because Jerome shares a taxing district with Twin Falls County for the College of Southern Idaho.

❖ A Motion was made by Commissioner Morley for the auditor's office to accept \$8,803.93 from Twin Falls County as a corrected levy rate and to forward that amount to the Twin Falls Urban Renewal District. It was seconded and carried with unanimous ayes.

2:02 P.M. – Commissioner Howell was present and presiding.

DECISION—REQUEST FOR EMERGENCY MEDICAL SERVICES FUNDS

City of Jerome Fire Chief Tom Hughes and Assistant Chief Jeremy Presnell were present.

Commissioner Howell continued the Board's discussion of March 7 of what the County could donate to the City of Jerome for its Fire Department, which functions as a Quick Response Unit for medical emergencies.

Commissioner Roemer questioned Hughes about possible grant money. He said the City had received some in the past but that it had not applied for any grants yet in the current year. He added that the City would appreciate an appropriation from the County budget on an annual basis.

➤ The Board determined to mirror what Twin Falls County allots to its Quick Response Units.

❖ A Motion was made by Commissioner Howell to appropriate \$5,000 up front to the Jerome City QRU, with another \$2,000 upon request and approval by the Commissioners (with

receipts), and another \$5,000 upon request for extraordinary expenses, for the FY 2015-16 only. It was seconded and carried with discussion and unanimous ayes.

JIMMY PRINCE—LIVESTOCK CONFINEMENT OPERATION WINDBREAK MODIFICATION (recorded)

Planning and Zoning Administrator Art Brown, Assistant Administrator Nancy Marshall, and Attorney Mike Seib were present. Also present was Jimmy Prince.

Brown submitted a written staff report regarding the conditions the Commissioners had placed on approval of the expansion of Jim Prince Dairy #2, which included installing a drip irrigation system to water a tree windbreak.

Prince requested a modification in the conditions to allow him to water the trees with hand lines, citing written recommendations from a nursery and an irrigation company that watering with hand lines would be more effectual than using a drip system.

❖ A Motion was made by Commissioner Morley to change the watering system for the Jim Prince LCO from a drip system to an open watering system that will stay in place. It was seconded and carried with unanimous ayes.

WILL JACKSON—AIRPORT PROJECT

Airport Interim Manager Will Jackson was present.

Jackson presented a fee estimate from Rood & Associates for an Independent Fee Estimate (IFE) for improvements at the Jerome Airport.

❖ A Motion was made by Commissioner Howell to approve a \$3,000 fee for Neil Rood to prepare the Independent Fee Estimate proposal. It was seconded and carried with unanimous ayes.

Jackson said he and Kevil Bissell, T-O Engineers, would meet with the Board on March 21 regarding bids to rehabilitate the hangar taxiway and reconstruct the apron at the Airport.

TERESA ONEIDA—PHONE EXPENSES FOR THE NEW JAIL

Civil Deputy Sheriff Teresa Oneida was present.

Oneida presented paperwork for establishing phone lines at the new jail.

❖ A Motion was made by Commissioner Morley to allow the chairman to sign the paperwork for the SIP trunks that will be the lines and DID (direct inward dial) lines at \$159 a month. It was seconded and carried with unanimous ayes.

MIKE SEIB—LEGAL COUNSEL

Attorney Mike Seib and Sheriff Doug McFall were present.

Conflict Public Defender Contracts: Seib reported he had not yet received any conflict public defender contracts in addition to the ones submitted by attorneys under contract with the County.

Develop Urban Renewal Questions: The Commissioners discussed with Seib questions they would like to submit to the Idaho attorney general about Urban Renewal Agencies.

➤ It was determined any Commissioner could submit a question to Seib, who would forward the questions to the attorney general's office.

Conflict Public Defender Contract for Rockne Lammers: The Board conferred with Seib and then signed a contract with Rockne Lammers for him to be offered conflicted felony cases.

❖ A Motion was made by Commissioner Roemer to accept the professional services contract and retainer with Rockne Lammers. It was seconded and carried with unanimous ayes.

Karen Daniels Property Offer: Seib advised the Board would need to meet with Karen Daniels if she were willing to accept the County's offer to buy from her bare ground adjacent to the Fairgrounds.

➤ It was determined Seib would write another letter to Daniels.

Claim Documentation: The Board discussed with Seib the policy of submitting documentation with claims. Commissioner Roemer said the County's outside auditor had suggested that something such as an agenda be attached to room or mileage claims.

Sheriff McFall said he thought the auditor was wrong in requiring documentation in addition to receipts.

Seib stated the Employee/Supervisor Manual did not agree with the auditor's comments.

➤ It was determined to discuss the matter with Seib again on March 28.

APPROVE CLAIMS

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

The Board signed a Claims Approval Report dated March 22, 2016, for the Indigent Fund, with a grand total of \$12,541.86.

The Board signed a Claims Approval Report dated March 11, 2016, for the Court Bond Trust and Restitution-Courts Funds, with a grand total of 6,079.06.

The Board signed a Claims Approval Report dated March 11, 2016, with a grand total of \$135,154.29 for the following funds: General, Airport, District Court II, Fair, Justice, Fair Capital, Health District, Election Consolidation, Indigent, and Revaluation.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Morley to approve the minutes of February 22, 23, 29, and March 7 as read. 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 were Case Nos. M016-005; 1415-115; 1516-054. Denied were Case Nos. 1516-050 (amended); 1516-053; 1516-055; 1516-052; 1516-065; dismissed was Case No. 1415-140. An Order of Suspension was signed for Case No. 1516-066.

INTERNET CONTRACT, Continued from Extension Office Report Earlier in the Day:

The Board determined that it would be appropriate for the Extension Office manager to sign an Internet agreement.

❖ A Motion was made by Commissioner Roemer to authorize Steve Hines to sign the contract with Safelink Internet as presented. It was seconded and carried with unanimous ayes.

Meeting adjourned at 5:20 P.M.

Respectively submitted:

Charles M. Howell, Chairman

Jane White, Deputy Clerk

Catherine M. Roemer, Commissioner

Roger M. Morley, Commissioner