

JEROME COUNTY COMMISSIONERS

Monday, November 7, 2016

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

Meeting convened at 9:03 A.M.

ART BROWN—TEMPORARY WORKER

Planning and Zoning Administrator Art Brown and Assistant Administrator Nancy Marshall were present.

Marshall said her office had learned that it could buy out its temporary worker's contract for \$3.50 an hour and recommended doing so.

❖ A Motion was made by Commissioner Howell to authorize the P&Z Office to hire Sharde McMillan at \$11 an hour, with an advancement to \$12 an hour at the appropriate time, and to buy out the contract with Gem State Temporary Services as discussed, with authorization from Mike Seib regarding the in-house posting requirement. It was seconded and carried with unanimous ayes.

RICK HABERMAN—ASSESSOR MATTERS

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

New Employee: Haberman reported he had hired Travis Wilson to be a commercial and personal property appraiser in his office, beginning November 7. He said Wilson would be attending training the next week.

Car Auction: Haberman followed up from his October 28 approval from the Board to purchase a vehicle for his office. He said the dealership would give him a \$500 credit to trade in a current office vehicle.

Commissioner Howell said if Haberman had a person who wanted to purchase the vehicle that the dealership could offer that person an in-and-out deal that would not involve the County.

➤ Haberman said he would pursue a settlement with the car dealership. He later reported he had decided to advertise his office's vehicle for auction, with a \$500 minimum bid.

SIGN ANNEX CHANGE ORDER

The Board was in receipt of a change order for remodeling at the Judicial Annex Building as had been authorized by the Commissioners on October 11.

Monday, November 7, 2016

Page 1 of 7

❖ A Motion was made by Commissioner Howell to authorize the chair to sign the proposal from Hayes Construction for Change Order #1, labor and material and markup to patch hallway by bathrooms, for \$309. It was seconded and carried with unanimous ayes.

SIGN CLIMA-TECH AGREEMENT

Commissioner Howell signed an agreement with Clima-Tech for remodeling at the Judicial Annex Building for \$12,310 plus a performance bond of \$275.

VETERANS' SERVICE OFFICER JOB OPENING/APPLICATIONS

The Board agreed to interview applicants for the open veterans' service officer position, beginning at 10 A.M. on Tuesday, November 15.

BUSINESS AND/OR ADMINISTRATIVE MATTERS

The Board signed Employee Wage Change forms for Cash Bridwell as the full-time maintenance supervisor for the Fair and for Terrisa Haycock as a newly hired deputy clerk.

The Board signed a Claims Approval Report dated November 4, 2016, for the Insurance Deductible Trust Fund, with a grand total of \$2,513.96.

RYAN LAY—ACCESS TO THE SNAKE RIVER CANYONS PARK

Planning and Zoning Administrator Art Brown was present. Also present was Ryan Lay.

Lay proposed that he work with the Idaho Department of Lands (IDL) to gain legal access to two specific parcels that he believed could help develop the Snake River Canyons Park.

Commissioner Morley said it would benefit the IDL if the County were responsible for the parcels in question.

Lay said he would not charge the County a fee if he were not successful in obtaining the land for the Park. He added that if the County gained the property that he would apply for grants to help build access roads.

Commissioner Roemer pointed out that the County does have legal access within two miles of the locations in question.

- The Board decided to discuss Lay's proposal on November 21.

PUBLIC HEARING—HULME DAIRY LIVESTOCK EXPANSION PERMIT (recorded)

Planning and Zoning Administrator Art Brown, Administrative Assistant Stephanie Aslett, and Attorney Mike Seib were present. Also present were Gary Meeks, speaking for the Hulme Dairy, and Debra Meeks.

The deputy clerk swore in those who were to testify.

APPLICANT

Meeks explained the application of the Hulme Dairy, dba Blaine Miller #2, to expand its operation near Hazelton from 2800 animal units to 3835 units, with two future calf and heifer pens and one future close-up pen.

The Commissioners and Seib followed with questions.

STAFF REPORT

Brown reported the Planning and Zoning Commission had unanimously recommended approval of the application, with a requested variance for setback of corrals and solid and liquid waste storage on the property. The Commission had also recommended 19 conditions be met for approval of the application.

Discussion was held with Seib about the difference between run-off ponds and lagoons.

➤ It was determined Meeks would have waste containment ponds that would be subject to the requirements of the State of Idaho for lagoons.

No one else wished to testify, either in support or in opposition to the dairy expansion.

REBUTTAL

Meeks said one of his ponds was definitely a lagoon, with a necessary variance.

➤ Board discussion and a decision by the Commissioners were later scheduled for November 21 at 1:15 P.M.

PUBLIC HEARING—RIVERVIEW CALF RANCH EXPANSION PERMIT (recorded)

Planning and Zoning Administrator Art Brown, Administrative Assistant Stephanie Aslett, and Attorney Mike Seib were present. Also present were Arlen Morgan and Guy Meuleman.

The deputy clerk swore in those who were to testify.

APPLICANT

Morgan explained that the application to enlarge the Riverview Calf Ranch was not asking to expand the footprint of the ranch near Hazelton but rather to increase the number of permitted animal units from 335 to 1500. He said the ranch collects run-off water from a neighboring farm to go through its settling ponds and that no water has escaped from the ranch to the river in ten years. He added that the farm eliminates smell by not composting and that it creates very little manure. He said that a windbreak was not required but that he would be creating one by planting trees.

Morgan said the application required a variance.

Commissioners Morley and Roemer asked questions about the location of the well, the reason for the variance, and the run-off from other properties.

STAFF REPORT

Brown reported the Planning and Zoning Commission had unanimously recommended approval of the application, with a waiver for windbreaks and berms and variances for a lagoon and future waste storage, if the applicant met 11 conditions.

OPPOSITION

Meuleman opposed approval of the application, citing an existing stench offensive to the neighbors, the possible increase of nitrate levels in the soil, and wells in the area already in need of deepening. He said the State had conducted a survey that showed that water was not recharging and would leach into the nearby river. He also said the value of neighboring homes would decrease with an expansion of the calf ranch.

Commissioners Morley and Howell asked questions.

Brown noted that letters of opposition had also been written by Meuleman.

REBUTTAL

Morgan addressed nitrate levels, leaching, manure, home values, water consumption, deepened wells, and flies. He said addition of a tree break would help with odor from the ranch.

Commissioners Howell, Roemer, and Morley asked questions of Morgan about recharge, expansion, fly control, odor, and neighbors' concerns.

➤ It was determined the Commissioners would discuss the evidence presented at the hearing and make a decision on November 14.

Meeting recessed at 12:02 P.M.

Meeting reconvened at 1:20 P.M. with Commissioners Howell and Roemer present. Commissioner Morley was excused.

CLINT BLACKWOOD AND TOM HUGHES—EVACUATION PROCEDURES AND QUESTIONS

Emergency Management Coordinator Clint Blackwood, Maintenance Supervisor Brent Culbertson, and Clerk/Auditor/Recorder Michelle Emerson were present. Also present was City of Jerome Fire Chief Tom Hughes.

Blackwood followed up on a fire drill that had been held for the Courthouse on October 26. He reported one employee stayed in the Courthouse because there were early voters in the building. He said another Courthouse employee did not evacuate because she was on the phone and thus could not hear the alert through the phone system.

Chief Hughes recommended that the County develop a procedure to secure such things as ballots or money in the event of an evacuation. He said someone should be at all the entrances to a building to prevent anyone from entering during an evacuation. He also advocated an outside

lock box for a master key ring that the fire department could access to check all offices in a building.

➤ Discussion resulted in determining that colleagues should check that their co-workers know about an evacuation notice and that fire drills should be held more often.

TEVIAN EKREN-KOBER—FIRE-SAFE FILING CABINET

Treasurer Tevian Ekren-Kober was present.

Ekren-Kober explained her office procedures that required another fireproof filing cabinet.

Discussion was held about the type of cabinet needed.

➤ It was determined Ekren-Kober would research cabinets and bring more information to the Board.

Attorney Mike Seib was present and called for an executive session.

EXECUTIVE SESSION

❖ 2:25 P.M. - A Motion was made by Commissioner Howell to go into executive session per Idaho Code Section 74-206(1)(a) and (b), hiring an employee and personnel. It was seconded and carried with a unanimous roll call vote.

3 P.M. – Return to open session.

MICHELLE EMERSON—CLERK MATTERS

Clerk/Auditor/Recorder Michelle Emerson was present.

Emerson presented the final year-end resolution for FY 2015-16 to bring forward monies into the Waterways Fund.

❖ A Motion was made by Commissioner Howell to pass Resolution 2016-50. It was seconded and carried with unanimous ayes.

**RESOLUTION 2016-50
FY 2015-16
BRING FORWARD UNRESTRICTED FUNDS FOR FY 2014-2015
AND INSERT IN THE WATERWAYS BOARD FUND FOR FY 2015-16
WATERWAYS 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 Waterways Board Department within the established Waterways Fund; and,

WHEREAS, the amount of \$10,000 was budgeted for FY 2015-16 in the Waterways Board Department Budget Line Number 38-01-499-00 entitled “Repairs/Maint-Other”; and,

Monday, November 7, 2016

Page 5 of 7

WHEREAS, per the Commissioners' agreement, the line item was over expended by \$10,904.00; and,

WHEREAS, the County had an unrestricted cash balance for the Waterways Fund at the end of the 2014-2015 fiscal year; and

WHEREAS, there are available funds from this unrestricted cash balance available to be carried forward and inserted into the Waterways Board Department Line 38-01-499-00 entitled "Repairs/Maint-Other" within the established Waterways Fund for FY 2015-2016; and,

WHEREAS, tax revenue will not be affected by the transfer of these funds for FY 2015-2016; and,

THEREFORE, BE IT RESOLVED unrestricted cash balance in Fund Waterways be inserted into the Waterways Board Department within the established Waterways Fund for FY 2015-2016 as follows:

Insert the sum of \$10,904.00 from unrestricted cash balance funds for FY 2014-2015 and insert that amount into the Waterways Board Budget Line 38-01-499-00 entitled "Repairs/Maint-Other" for FY 2015-2016.

DATED This 7th day of November 2016

ATTEST:

/s/ Michelle Emerson
Michelle Emerson, Clerk

(S E A L)

Charles M. Howell
CHARLES M. HOWELL, Chair

Catherine M. Roemer
CATHERINE M. ROEMER, Commissioner

(absent)
ROGER M. MORLEY, Commissioner

Merchant Identification Numbers: Emerson advised the Board that the County needed to apply for a Merchant Identification Number (MID) because of implementing a new court recording system. The number would allow patrons to make credit and debit card payments.

❖ A Motion was made by Commissioner Howell to authorize the chair to sign the Merchant Participation Agreement with Tyler Technologies. It was seconded and carried with unanimous ayes.

3:30 P.M. – Commissioner Morley was present.

EXECUTIVE SESSION

This session was not necessary because the Commissioners determined to postpone it until November 14.

Juvenile Probation Officer Mario Umana was present. Umana agreed he needed temporary help in his office until new probation officers could be hired. He asked the Board to approve extra comp time for him because of his workload resulting from the resignation of three probation officers.

❖ A Motion was made by Commissioner Howell to (1) authorize extra help, (2) allow comp time for Umana, and (3) to advertise outside of Jerome County for a probation officer. It was seconded and carried with unanimous ayes.

Monday, November 7, 2016

Page 6 of 7

MIKE SEIB—LEGAL COUNSEL

Attorney Mike Seib was present.

New Agricultural Sprayer Leases: Seib said he had not received a draft of new sprayer leases from the airport manager.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Roemer to approve the minutes of October 28 as presented. It was seconded and carried with unanimous ayes. Commissioner Morley was not present, but he had signed the minutes.

❖ A Motion was made by Commissioner Roemer to approve the minutes of June 14, June 21, and October 24 as presented. It was seconded and carried with unanimous ayes.

INDIGENT MATTERS

❖ A Motion was made by Commissioner Roemer to approve indigent matters as presented. It was seconded and carried with unanimous ayes. Dismissed was Case No. 1516-103.

Meeting adjourned at 3:52 P.M.

Respectively submitted:

Jane White, Deputy Clerk

Charles M. Howell, Chairman

Catherine M. Roemer, Commissioner

Roger M. Morley, Commissioner