

JEROME COUNTY COMMISSIONERS

Monday, October 24, 2016

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

Meeting convened at 9:05 A.M.

COMMISSIONER COMMITTEE REPORTS

Commissioner Roemer reported information about a new Crisis Center in Twin Falls had been given at a legislative reception. She had also attended a Local Emergency Planning Committee (LEPC) meeting where Dan Olmstead had spoken on the 100th anniversary of Idaho Power.

Commissioner Morley recommended, because of his research, that the County seek an engineering study of where to build a parking lot for the Snake River Canyons Park. He said he would bring more information to the Board on November 14. The Commissioner had also met twice with the mother of an inmate about his jail privileges.

All three Commissioners had attended the legislative reception as well as an Area of City Impact workshop in Hazelton, which they reported as well attended.

ELECTED OFFICIALS MEETING ON NOVEMBER 14-15

Clerk/Auditor/Recorder Michelle Emerson was present.

Emerson questioned whether the Board would have a quorum on November 14 because of an Idaho Association of Counties training meeting. Commissioners Roemer and Morley both said they would be present.

➤ Emerson was later added to the November 14 agenda for the Commissioners to approve a canvass of the November 8 election.

MEMO TO THE PLANNING AND ZONING COMMISSION

The Board wrote a memo to the Planning & Zoning Commission advising it that Larry Hall would help update the Comprehensive Plan, as had been determined by the Board on October 17.

GOODING SCHOOL SPONSORSHIP

The Board was in receipt of a proposal from the Gooding school district to sponsor its Winter Sports Poster. Board discussion determined that, although the Commissioners wished the district well, they would not be interested in providing financial support for advertisement on the poster.

PROBATION SALARY INCREASES

The Board discussed granting salary increases for probation staff in the absence of the probation administrator.

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➤ The Commissioners determined to allow five percent raises, effective October 1, 2016, to: Barbara Lloyd, Deserae Jones, Steve Byers, Andrea Gonzalez, Mario Umana, LaMar Brooks, and Shiela Coy.

BUSINESS AND/OR ADMINISTRATIVE MATTERS

The Board signed an Employee Wage Change form for newly hired Deputy Sheriff Kirsten Howard.

The Board signed a Claims Approval Report dated October 21, 2016, for the Insurance Deductible Trust, with a grand total of \$469.76.

CLAIMS

Commissioner Howell signed claims for the October 8, 2016, to October 26, 2016, claim period as follows: **Assessor**, \$25.00; **Treasurer**, \$102.25; **Commissioners**, \$103.00; **Emergency Management**, \$198.79; **Extension Agent**, \$110.00; **Data Processing**, \$8,708.99; **Elections**, \$105.00; **General**, payroll \$4,427.01, accounts payable \$21,633.62, total \$26,060.63; **Planning and Zoning**, \$1,367.82; **Subtotal General, payroll \$4,427.01, accounts payable \$32,354.47, total \$36,781.48**; **Sheriff**, payroll \$27.38; **Sheriff-Detention**, \$184.00; **Adult Probation**, \$1,056.04; **Prosecutor**, \$2,093.00; **General Justice**, payroll \$2.10, accounts payable \$197.52, total \$199.62; **Subtotal Justice, payroll \$29.48, accounts payable \$3,530.56, total \$3,560.04**; **Airport**, \$1,394.22; **District Court**, \$38,417.94; **Fair**, payroll \$320.80; **Health District**, \$9,926.17; **Revaluation**, \$654.96; **Weed District**, \$16,660.89; **Waterways**, \$6,500.00; **Totals, payroll \$4,777.29, accounts payable \$109,439.21, Grand Total \$114,216.50**.

APPROVE ATTENDANCE RECORDS

The Board signed attendance records for Garth Baker, Clint Blackwood, Art Brown, Brent Culbertson, Kyle Fisher, and Bob Smith.

REPUBLICAN CENTRAL COMMITTEE RECOMMENDATION

Clerk/Auditor/Recorder Michelle Emerson was present.

All three Commissioners, as well as Emerson, had been present at a Republican Central Committee meeting where the Committee recommended that the Commissioners appoint Deputy Prosecutor Mike Seib to fulfill the term of Prosecutor John Horgan, who had submitted his resignation effective October 31.

❖ A Motion was made by Commissioner Howell to approve Mike Seib as prosecutor for Jerome County, effective November 1, as recommended by unanimous vote at the Jerome County Republican Central Committee meeting of October 20. It was seconded, followed by discussion in which Commissioner Roemer said that Idaho statute states that the Central Committee submits a list of possible candidates to the Commissioners for their consideration. The motion carried with unanimous ayes.

Later that day the Commissioners received a letter from Jack Nelsen, chairman of the Central Committee, stating that the Committee unanimously nominated Mike Seib to replace current Prosecutor John Horgan upon his resignation at the end of October 2016.

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BRENT CULBERTSON—MAINTENANCE REPORT

Maintenance Supervisor Brent Culbertson, Emergency Management Coordinator Clint Blackwood, and Clerk/Auditor/Recorder Michelle Emerson were present.

Maintenance: Culbertson presented contracts for new carpet in the former patrol offices and for additional remodeling at the Judicial Annex Building. He said he was working with the sheriff's department to clean out the patrol offices.

Salary Increases: The Commissioners asked Culbertson to explain wage increases he had submitted for maintenance workers.

- The Board determined to discuss a wage increase for Culbertson later in the day.

Time Clock for Judicial Annex Building: Culbertson said he would be installing a thumb print time clock in the Judicial Annex Building. Discussion was held about the future use of time clocks for all staff members.

Generator and Water Softener Maintenance: The Board continued its October 17 discussion of maintenance for County generators and water softeners. Blackwood informed the Board the County had separate maintenance contracts for generators at the Courthouse and the Judicial Annex Building.

The Board agreed also to use companies certified for generator maintenance to maintain the County's other two generators.

❖ A Motion was made by Commissioner Howell to sign the maintenance contract from Cummins for the jail generator and to have Clint Blackwood investigate obtaining maintenance for the generator at the radio tower. It was seconded and carried with unanimous ayes.

- It was determined to allow the sheriff to decide maintenance for the water softener at the jail.

HUMAN RESOURCE EMPLOYEE DISCUSSION

The Board was in receipt of a cost comparison between hiring a human resource employee 30 or 37 ½ hours per week.

- Discussion was later continued until November 7.

JAMIE RUPERT—FAIRGROUNDS CAMERAS

Fair Manager Jamie Rupert, Extension Educator Steve Hines, and Clerk/Auditor/Recorder Michelle Emerson were present.

Rupert described six locations at the Fairgrounds where she believed security cameras would be beneficial.

Hines, who has an office building on the Fairgrounds, said he would like three cameras around his building.

TRACEE McKIM—ANNEX SECURITY CAMERAS AND TECHNOLOGY PURCHASE

Technology Specialist Tracee McKim and Clerk/Auditor/Recorder Michelle Emerson were present.

Security Cameras: Emerson presented a bid to replace three non-working outside cameras at the back of the Judicial Annex Building. The Board preferred that Apex Security install the cameras because they had installed the other cameras at the Annex.

➤ Commissioner Howell asked McKim to obtain a quote from Apex for the new cameras. It was decided to have Apex install the additional outside cameras when adding cameras to the new courtroom at the Annex.

Technology Purchase: McKim said she had authorized a contract for a back-up computer system as an emergency measure the previous week.

❖ A Motion was made by Commissioner Howell for the purchase of a Barracuda subscription, not to exceed \$17,600. It was seconded and carried with unanimous ayes. Commissioner Morley was not present.

Meeting recessed at 12:13 P.M.

Meeting reconvened at 1:18 P.M.

MICHELLE EMERSON—WATERWAYS FUNDS

Clerk/Auditor/Recorder Michelle Emerson was present.

Emerson reported on funds available on the cash balance sheet for Waterways. She recommended saving \$3,000 for sheriff patrol and \$2,500 for maintenance at Wilson Lake, leaving \$6,500 for the Valley Recreation District to use for docks at the Lake.

❖ A Motion was made by Commissioner Morley to give Valley Recreation District \$6,500 for Wilson Lake funds. It was seconded, followed by discussion that they were waterways funds from State boat licensing to be used at Wilson Lake, and carried with unanimous ayes.

MAINTENANCE SALARY INCREASES, Continued from A.M.

The Commissioners determined to uphold the wage increases for maintenance employees that their supervisor had recommended. They decided to increase the supervisor's salary by five percent, all effective October 1.

ART BROWN AND SHAWN DENHAM—VEHICLE PURCHASE

Planning and Zoning Administrator Art Brown, Code Enforcer Shawn Denham, and Clerk/Auditor/Recorder Michelle Emerson were present.

Denham followed up from Board direction on October 17 by showing pictures of a vehicle that he thought would be appropriate for the Planning and Zoning Department. Discussion followed.

❖ A Motion was made by Commissioner Howell to authorize the P&Z Department to purchase a 2008 GMC Canyon pickup for \$11,128. It was seconded and carried with unanimous ayes.

❖ A Motion was made by Commissioner Roemer to authorize the chairman to sign the paperwork for the purchase of the Planning and Zoning vehicle. It was seconded and carried with unanimous ayes.

JOSH BARTLOME—LANDFILL GAS TO ENERGY FINAL PROJECT SUMMARY

Josh Bartlome, Southern Idaho Solid Waste District; and Stephen Freiburger, Paragon Consulting, were present.

Bartlome and Freiburger showed the Board a power point presentation explaining a proposed facility using landfill gas to produce electricity to sell to Idaho Power. He explained that the District would lease the facility from a bank until financing was complete. Profits were expected by the eighth year of operation, with a net revenue of \$5-\$9 million over a 20-year period.

Bartlome was seeking project support from each of the seven counties participating in the regional solid waste district.

Freiburger gave the history of the project's preliminary steps begun in 2014 and said that the District needed to sign an agreement with Idaho Power by November 15 in order to proceed with building the plant.

Commissioner Howell asked about the liability of the venture; Bartlome said if the project were discontinued, the County would only be liable for three months of projected power costs.

❖ A Motion was made by Commissioner Morley to proceed with authorizing the Southern Idaho Solid Waste Board to proceed with the landfill gas to energy project. It was seconded and carried with unanimous ayes.

LAMAR BROOKS—BULLYING CONFERENCE

Juvenile Probation Officer Lamar Brooks was present.

Brooks proposed that he attend a February trainer certification course for preventing violence. He said he would seek help with funding from different associations related to juvenile justice.

APPROVE CLAIMS

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

The Board signed a Claims Approval Report dated October 21, 2016, with a grand total of \$4,624.79 for the General, Airport, and Justice Funds.

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The Board signed a Claims Approval Report dated October 23, 2016, for the Court Trust-ISTARS, Court Bond Trust, and Restitution-Courts Funds, with a grand total of \$3,461.50.

The Board signed a Claims Approval Report dated October 21, 2016, with a grand total of \$99,896.76 for the following funds: General, Airport, District Court II, Justice, Health District, Revaluation, and Weeds.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Morley to approve the minutes of October 17 as written. 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 were Case Nos. 1516-072; 1516-090; and 1516-089.

MIKE SEIB—LEGAL COUNSEL

Attorney Mike Seib and Airports Manager Garth Baker were present.

Airport Fuel Overcharges Review: It was determined Baker would confer with George Parker regarding the letter Seib had written him about his claim of fuel overcharges.

Liability of Overdue Leases: Baker said he was expecting the remaining two ag sprayer leases for 2016.

Auto Renewal of Agricultural Spraying Leases for Five Years: Seib said he would work with Baker in developing five-year auto renewal leases for agricultural sprayers.

EXECUTIVE SESSION

❖ 4 P.M. – A Motion was made by Commissioner Howell to go into executive session per Idaho Code Section 74-206(1)(b) regarding personnel. It was seconded and carried with a unanimous roll call vote.

5:06 P.M. – Return to open session.

Meeting recessed at 5:06 P.M. until October 28 at 9 A.M.

Respectively submitted:

Jane White, Deputy Clerk

Charles M. Howell, Chairman

Catherine M. Roemer, Commissioner

Roger M. Morley, Commissioner