

JEROME COUNTY COMMISSIONERS

Monday, September 26, 2016

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

Meeting convened at 9 A.M.

COMMISSIONER COMMITTEE REPORTS

Commissioner Morley had found a Legislative Policy Summit at the College of Southern Idaho (CSI) extremely interesting and had toured the automated functions lab on the college campus. He had also conferred with Region IV Development about expanding or purchasing new property for the senior center in Eden. He said the Valley Recreation District could not join in a grant application for the center but that Carleen Herring with Region IV would investigate the possibility of a grant for the center.

Commissioner Roemer had participated in a meeting of the Misdemeanor Training Council via an extended conference call where members had addressed techniques, record keeping, and evaluation. She reported from a Resource Conservation and Development (RC&D) meeting that directors had approved funds for equipment to be used for planting grass seed. Commissioner Roemer had also heard Jerry Mason speak on planning and zoning topics and had attended the Summit at CSI.

Commissioner Howell reported from a SIRCOMM (regional emergency communications) meeting that the agency was to establish another tower site behind Jackpot, Nevada. He also said SIRCOMM employees had met with representatives about a new dispatching program; dispatcher training was necessary before implementing the program. Staffing remained a challenge with the agency. Commissioner Howell had met with Pat Bruning about the needs of the Eden senior center and had referred her information to Commissioner Morley.

SIGN BREATH TESTING AGREEMENT

Sheriff Doug McFall and Deputy George Oppedyk were present. Sheriff McFall presented a grant award in the amount of \$10,375 for an instrument to measure breath alcohol.

❖ A Motion was made by Commissioner Howell to sign an agreement for a Draeger Alco test 9510 breath alcohol-measuring instrument. It was seconded and carried with unanimous ayes.

SIGN BADGER CONTRACT

The Board was in receipt of a renewal contract with Badger Medical for jail services. Commissioner Morley phoned Mike Seib for his legal counsel on signing the contract. Seib advised that the Board could sign it because it was basically the same as the contract in effect except for an increased dollar amount to cover additional inmates in the new and larger jail.

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❖ A Motion was made by Commissioner Morley to sign the contract with Badger Medical for professional services commencing October 1, 2016, and ending September 30, 2018. It was seconded and carried with unanimous ayes.

SIGN PATHOLOGY AGREEMENT

This matter was continued until October 3 to allow the Commissioners time to review the contract.

APPROVE RADIO PURCHASES

Sheriff Doug McFall, Deputy Sheriff George Oppedyk, Clerk/Auditor/Recorder Michelle Emerson, Chief Deputy Clerk Tracee McKim, Emergency Management Coordinator Clint Blackwood, Planning and Zoning Administrator Art Brown, and Veterans Service Officer Bob Smith were present.

Sheriff McFall stated that he needed to replace his deputies' handheld radios. He said he could purchase 16 radios by taking approximately \$1,190 from emergency management search and rescue and another fund; \$18,400 from Homeland Security grant funding; \$1,400 from Waterways; and \$500 from his search and rescue budget. Blackwood said he would like to spend \$3,700 for a drop-down screen and speakers from his budget for the emergency management conference room.

❖ A Motion was made by Commissioner Howell to approve the purchases out of the line items with the accompanying amounts as presented. It was seconded and carried with unanimous ayes.

Sheriff McFall said another radio antenna tower was needed on the roof of the jail building.

❖ A Motion was made by Commissioner Howell to purchase a rooftop antenna tower for the Emergency Operations Center not to exceed \$4,000. It was seconded and carried with unanimous ayes.

APPROVE COMPUTER PURCHASES

Sheriff Doug McFall, Deputy Sheriff George Oppedyk, Clerk/Auditor/Recorder Michelle Emerson, Chief Deputy Clerk Tracee McKim, Emergency Management Coordinator Clint Blackwood, Planning and Zoning Administrator Art Brown, and Veterans Service Officer Bob Smith were present.

McKim requested to purchase a UPS (Universal Power System) to replace one that burned. She said the County had been borrowing a battery back-up system from Computer Arts since the meltdown.

❖ A Motion was made by Commissioner Morley to approve a computer purchase for the UPS for not more than \$1,800. It was seconded and carried with unanimous ayes.

McKim reported that Deputy Chad Kingsland needed a laptop computer.

❖ A Motion was made by Commissioner Morley to purchase a laptop for \$1,250.83. It was seconded and carried with unanimous ayes.

APPROVE OFFICE OF EMERGENCY MANAGEMENT EQUIPMENT PURCHASE

Sheriff Doug McFall, Deputy Sheriff George Oppedyk, Clerk/Auditor/Recorder Michelle Emerson, Chief Deputy Clerk Tracee McKim, Emergency Management Coordinator Clint Blackwood, Planning and Zoning Administrator Art Brown, and Veterans Service Officer Bob Smith were present.

Blackwood had included the purchase of a screen and speakers for the new Office of Emergency Management facility in the radio purchase request made by Sheriff McFall a few minutes earlier.

SIGN JAIL CLAIMS

The Board was in receipt of three claims for equipment at the new jail to VISA-McFall, \$385.12 for a time clock; D&B, \$557.88 for a blower, trimmer, and oil; and to Stor-Loc, \$4,500 for a maintenance work bench.

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

COMPREHENSIVE PLAN UPDATE

Present were Planning and Zoning Administrator Art Brown, Clerk/Auditor/Recorder Michelle Emerson, and Veterans Service Officer Bob Smith.

Commissioner Roemer reaffirmed that the Board wanted to ask the Planning and Zoning Commission to assume the responsibility of updating the Comprehensive Plan. Brown was scheduled to bring the request to the Commission that evening.

SIGN WAGE CHANGE FORMS FOR CLERK'S OFFICE

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

New Copy Machine: Emerson presented a lease agreement with Business Tech for a new copy machine for the clerk's office.

❖ A Motion was made by Commissioner Howell to authorize the chair to sign the lease with Business Tech for a copy machine for the clerk's office. It was seconded and carried with unanimous ayes.

Wage Change Forms: Emerson presented wage change forms reflecting increases for her staff beginning in the new fiscal year as provided for in the 2016-17 Budget. She explained she had divided the allowed five percent of the total wages among employees in order to make their salaries more equitable, with increases ranging from three percent to as much as 19 percent.

❖ A Motion was made by Commissioner Howell to sign the requests for Employee Wage Change forms as presented by Clerk Michelle Emerson. It was seconded and carried with unanimous ayes. Increases were granted to Emerson, Tracee McKim, Cy Lootens, Jeri Wilson,

Jesus Mendez, Lorrann Morrell, Jane White, Angie Bridge, Traci Brandebourg, Rocci Ledoux, Jennifer Wilder, Pam Bogue, Cynthia Hatch, Karen Wood, Shelly Creek, and Kelsey Ordaz.

SIGN RESOLUTION 2016-29

The Board was in receipt of a resolution from the sheriff's office to award a retiring deputy his badge and handgun.

❖ A Motion was made by Commissioner Howell to sign Resolution 2016-29 as presented. It was seconded and carried with unanimous ayes.

RESOLUTION NUMBER 2016-29

A RESOLUTION OF JEROME COUNTY, IDAHO, ON THE AWARD OF HANDGUN AND BADGE TO RETIRING DEPUTY GARY McGEOCH; SETTING FORTH AND INCORPORATING UNDERLYING RECITALS; DIRECTING ADMINISTRATIVE STAFF TOWARDS IMPLEMENTATION; AND PROVIDING AN EFFECTIVE DATE.

RECITALS:

WHEREAS, Article XII, Section 2 of the Idaho Constitution authorizes counties 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 a board of county commissioners to pass all rules and regulations necessary for carrying into effect or discharging the powers and duties conferred to the board by the laws of the State of Idaho; and

WHEREAS, Idaho Code Section 31-830 authorizes a retiring deputy sheriff to be awarded his handgun and sheriff's badge when such deputy leaves his employment to retire under the county's retirement system; and

WHEREAS, Gary McGeoch is an employee of Jerome County and served as a sheriff's deputy and will retire as one under the county's retirement system; and

WHEREAS, Jerome County has committed in a prior legal matter to award Gary McGeoch is handgun and sheriff's badge upon retirement.

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

1. The above recitals are hereby incorporated into this resolution.
2. Consent is hereby given by the Jerome County Board of Commissioners to Jerome County Sheriff Doug McFall to award retiring Deputy Gary McGeoch his handgun and sheriff's badge.
3. 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.
4. This resolution shall be effective upon its approval and passage by the Jerome County Board of Commissioners.

Approved and adopted as a resolution of Jerome County by the Board of County Commissioners on this 26th day of September 2016.

ATTEST:

/s/ Michelle Emerson
Jerome County Clerk

(S E A L)

/s/ Charles M. Howell
Charles M. Howell, Chairman

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

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

APPROVE EARLY RELEASE MEMO

The Board approved a memo to all employees written by its legal counsel following Board discussion on September 19 about releasing employees early from work.

BUSINESS AND/OR ADMINISTRATIVE MATTERS

The Board approved two leave requests for Kyle Fisher for September 26 and 27.

The Board approved a leave request for Art Brown for September 22.

Clerk/Auditor/Recorder Michelle Emerson and Maintenance Supervisor Brent Culbertson were present. Emerson and Culbertson suggested preserving the current probation offices in the Judicial Annex Building by building a wall, adding two doors, and extending some wiring. Culbertson said some of the costs of doing so would be offset.

- The Board asked Culbertson to obtain the extra costs and to bring them to the Board.

CLAIMS

Commissioner Howell signed claims for the September 14, 2016, to September 26, 2016, claim cycle as follows: **Clerk**, \$265.84; **Assessor**, \$70.00; **Treasurer**, \$362.09; **Coroner**, \$680.00; **Emergency Management**, \$182.00; **Extension Agent**, \$368.78; **Data Processing**, \$20,099.64; **Elections**, \$225.73; **General**, \$16,960.09; **Planning and Zoning**, \$1,235.20; **Veterans Services**, \$21.00; **Subtotal General**, **\$40,470.37**; **Sheriff**, \$1,106.38; **Sheriff-Detention**, payroll \$1,850.00, accounts payable \$8,480.08, total \$10,330.08; **Adult Probation**, \$1,265.78; **Prosecutor**, \$645.78; **Public Defenders**, \$12,708.25; **Juvenile Probation**, \$1,026.85; **General Justice**, payroll \$141.53, accounts payable \$10,877.45, total \$11,018.98; **Subtotal Justice, payroll \$1,991.53, accounts payable \$36,110.57, total \$38,102.10**; **Airport**, \$106,447.23; **District Court**, \$5,705.14; **Ambulance**, \$2,000; **Health District**, \$9,821.00; **Indigent**, \$10,889.27; **Revaluation**, \$105.99; **Tort**, \$882.47; **Waterways**, \$904.00; **Totals, payroll \$1,991.53, accounts payable \$213,336.04, Grand Total, \$215,327.57**.

BOB SMITH—VETERANS REPORT

Veterans Service Officer Bob Smith was present.

Smith told the Commissioners of 10 service projects he had completed for veterans, including three new cases and four outreaches documented on his monthly written report. He had also made a presentation to a local high school about its essay program and had corresponded with Senator Crapo on improvements to Veterans Choice Act initiatives and Camp Lejeune presumptive illnesses.

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Smith then tendered his resignation, effective October 8, 2016. He said he had accepted a full-time position as a State Veterans Service Officer.

➤ Commissioner Howell asked Smith to post a job opening in house and to help with interviewing candidates for his position.

GARTH BAKER—AGREEMENT WITH TWIN FALLS AIRPORT

Airport Manager Garth Baker advised that he and the Twin Falls airport tower manager would need to reschedule with the Board for October 3.

EXECUTIVE SESSION

❖ 9:59 A.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.

9:24 A.M. – Return to open session.

The Board determined to continue its executive session until Thursday, September 29, at 9 A.M.

APPROVE CLAIMS

Commissioner Roemer questioned whether employees should attach a copy of an agenda to each claim for an event. The Board agreed to require a copy of an agenda for each claim even if an employee previously had submitted the agenda with another claim.

➤ The Board concurred to send an e-mail reminder to employees if documentation were not attached to claims in the future.

❖ 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 September 23, 2016, for the Indigent Fund, with a grand total of \$10,889.27.

The Board signed a Claims Approval Report dated September 23, 2016, for the Court Trust-ISTARS, Court Bond Trust, and Restitution-Courts Funds, with a grand total of \$73,638.34.

The Board signed a Claims Approval Report dated September 23, 2016, with a grand total of \$202,473.02 for the following funds: General, Airport, District Court II, Justice, Health District, Revaluation, Tort, Ambulance, and Waterways.

READ AND APPROVE MINUTES

❖ A Motion was made by Commissioner Morley to approve the minutes of September 16 and 22 as written and September 19 as corrected. It was seconded and carried with unanimous ayes. Page 5 of the September 19 minutes under “Economic Development Agreement Procedures” was corrected to read: Commissioner Roemer said she had conferred with Hall as

executive director of an economic development group and with Seib about confidentiality for *economic development* agreements.

INDIGENT MATTERS

❖ A Motion was made by Commissioner Roemer to approve the indigent matters as submitted. It was seconded and carried with unanimous ayes. Approved was Case No. 1516-025. Denied were Case Nos. 1516-128; 1516-132; 1516-129; and 1516-130; dismissed were Case Nos. 1516-099 and 1516-092.

Meeting recessed at 11:28 A.M. until 9 A.M. on September 29.

Respectively submitted:

Charles M. Howell, Chairman

Jane White, Deputy Clerk

Catherine M. Roemer, Commissioner

Roger M. Morley, Commissioner