

## **JEROME COUNTY COMMISSIONERS**

Monday, September 14, 2020

PRESENT: Charles Howell, Chairman  
Ben Crouch, Vice Chairman  
John Crozier, Commissioner  
Jane White, Deputy Clerk

Meeting convened at 9:08 A.M.

### **COMMISSIONER REPORTS**

Commissioner Howell reported he had attended barrel racing at the Fairgrounds, where Lana Parker (former Miss Rodeo America) and her husband presented Michael Dick and Marianne Schiewe a best arena award.

Commissioner Howell told of a SIRCOMM (emergency communications) meeting where directors were considering new or improved towers to aid reception. The agency was also changing its frequencies the first of October and had received a grant to change its phone system. Commissioner Howell said the SIRCOMM director would attend meetings regarding a proposed Lava Ridge Project because a wind farm could affect transmission capability.

Commissioner Howell had also attended Snake River Canyons Park and SIED executive board meetings.

Commissioners Howell and Crouch had attended a Jerome Chamber of Commerce legislative luncheon and had met with the Fair Board chairman and Con Paulus about the latter's advertising concerns at the Jerome Fair and Rodeo.

Commissioner Crouch had participated as a board member of the Jerome Chamber of Commerce, where he was elected vice chairman. He had also attended a Region IV Development virtual meeting. As a board member of Joe Mama's Car Show, he had participated in awarding \$500 donations to the Jerome Fire Department, Martha & Mary's Food Pantry, and the Jerome Recreation District.

Commissioner Crouch said he believed there were fewer volunteers than in previous years cleaning the Snake River Canyons Park the previous Saturday.

Commissioner Crouch said he had spoken with Mike Moyle, Idaho Speaker of the House, who favored counties using federal CARES Act funding to reduce property taxes.

Commissioners Crouch and Crozier had attended a luncheon meeting about advertising for a new fair manager.

Commissioner Crozier had been present at a South Central Public Health District Behavioral Health Board meeting, where directors were endeavoring to raise awareness of behavioral health programs.

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### **PROPERTY PURCHASE FROM THE IDAHO DEPARTMENT OF LANDS**

Commissioner Howell referred to an offer from the Idaho Department of Lands (IDL) to purchase property adjacent to the Fairgrounds. He explained that Jerome County currently owns fifty percent of the .52 acres, with the other half owned by the Military Division under the jurisdiction of the IDL. He said the property is appraised at \$57,000; the County would need to pay the National Guard \$28,500 in order to obtain sole ownership of the parcel.

Commissioner Crozier stated that Fair Board directors were in favor of owning the property.

➤ The matter was tabled until that afternoon, when the Board was scheduled to meet with the chairman of the Fair Board.

### **FUEL USAGE**

The Board was in receipt of estimates of the number of gallons of fuel used monthly by twelve County departments.

➤ It was determined that Commissioner Crouch would approach Maverik about a fuel discount, and Commissioner Howell would ask Mr. Gas.

### **APPROVE TIME RECORDS**

The Board approved Time Records for Brent Culbertson, Deserae Jones, Nancy Marshall, Christine McGuire, and Mario Umana for the August 30 through September 12 payroll period.

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

The Board signed an Employee Wage Change form for Darwin Lenker to increase his wage for obtaining Deputy 1 status.

The Board signed leave requests for Brent Culbertson and Deserae Jones.

The Board signed a Claims Approval dated September 10, 2020, for the Insurance Deductible Trust, with a grand total of \$3,848.89.

### **SIGN CLAIMS**

The Commissioners signed claims for the August 25, 2020, to September 14, 2020, claim cycle as follows.

BUDGET TOTALS

08/25/2020 to 9/14/2020

#	DEPARTMENT	PAYROLL	ACCT PAY	GRAND TOTAL
1	CLERK	\$ 25,038.21	\$ 907.84	\$ 25,946.05
2	ASSESSOR	\$ 6,435.48	\$ 502.53	\$ 6,938.01
3	TREASURER	\$ 5,058.53	\$ 127.21	\$ 5,185.74
5	COMMISSIONERS	\$ 4,327.14	\$ 15.00	\$ 4,342.14
6	CORONER	\$ 407.10	\$ 2,606.00	\$ 3,013.10
10	BUILDING & GROUNDS MAINT	\$ 4,745.44	\$ 2,494.17	\$ 7,239.61
11	EMERGENCY MANAGEMENT	\$ 3,040.01	\$ 229.69	\$ 3,269.70
13	EXTENSION AGENT	\$ 2,941.60	\$ 590.71	\$ 3,532.31
14	DATA PROCESSING	\$ 1,264.50	\$ 8,096.48	\$ 9,360.98
15	ELECTIONS	\$ 139.76	\$ 3,558.94	\$ 3,698.70
18	GENERAL	\$ 29,925.92	\$ 33,985.52	\$ 63,911.44
21	PLANNING & ZONING	\$ 9,375.62	\$ 2,402.00	\$ 11,777.62
22	GIS	\$ 1,444.50		\$ 1,444.50
29	GENERAL FUND RESERVE			
30	VETERANS	\$ 742.86	\$ 25.52	\$ 768.38
	<b>Sub Total (General Fund)</b>	<b>\$ 94,886.67</b>	<b>\$ 55,541.61</b>	<b>\$ 150,428.28</b>
4	SHERIFF	\$ 58,803.00	\$ 11,263.92	\$ 70,066.92
5	SHERIFF-DETENTION	\$ 56,872.39	\$ 28,220.60	\$ 85,092.99
6	ADULT PROBATION	\$ 7,034.16	\$ 798.93	\$ 7,833.09
7	PROSECUTOR	\$ 18,505.84	\$ 326.17	\$ 18,832.01
8	PUBLIC DEFENDERS		\$ 15,378.74	\$ 15,378.74
9	JUVENILE PROBATION	\$ 8,149.70	\$ 16,321.08	\$ 24,470.78
18	GENERAL JUSTICE	\$ 58,136.02	\$ 443,585.96	\$ 501,721.98
	<b>Sub Total (Justice Fund)</b>	<b>\$ 207,501.11</b>	<b>\$ 515,895.40</b>	<b>\$ 723,396.51</b>
3	AIRPORT	\$ 3,844.32	\$ 40,240.84	\$ 44,085.16
6	DISTRICT COURT	\$ 5,407.77	7298.1	\$ 12,705.87
7	FAIR	\$ 4,644.64		\$ 4,644.64
9	CAPITAL FAIR			\$ -
11	HEALTH DISTRICT		\$ 10,987.29	\$ 10,987.29
15	ELECTION CONSOLIDATION	\$ 2,417.56	\$ 4,183.73	\$ 6,601.29
16	INDIGENT	\$ 4,096.62	\$ 87,305.22	\$ 91,401.84
20	REVALUATION	\$ 12,966.69	\$ 717.23	\$ 13,683.92
23	SOLID WASTE			\$ -
24	TORT			\$ -
27	WEED			\$ -
29	AMBULANCE		\$ 25,241.00	\$ 25,241.00
38	WATERWAYS BOARD			
38	WATERWAYS SHERIFF		\$ 65.35	\$ 65.35
41	BOND REDEMPTION			
	<b>GRAND TOTAL</b>	<b>\$ 335,765.38</b>	<b>\$ 747,475.77</b>	<b>\$ 1,083,241.15</b>

## **BRENT CULBERTSON—MAINTENANCE REPORT**

Maintenance Supervisor Brent Culbertson was present.

**Report:** Brent Culbertson reported he had repaired air conditioning units at the Judicial Annex Building and the sprinkler system at the jail. He also said resurfacing the ambulance parking lot was well done.

Current projects included landscaping around the commemorative wall at the Courthouse, constructing an exhibit cage at the Annex, and preparing for winter.

➤ Culbertson asked if the Board still wanted him to remodel the assessor's office, and the Commissioners answered affirmatively.

**Prosecutor Office Air Conditioning:** Culbertson said he had made necessary adjustments.

**Airport Door Repair:** Culbertson stated repair of the well house door at the Jerome Airport was completed.

## **HEALTH DISTRICT—UPDATE ON THE CORONAVIRUS**

Present by speakerphone were Tanya Stitt, County emergency management director; Linda Montgomery and Josh Jensen, South Central District Health District; Dale Layne, Jerome schools superintendent, and Mike Williams, Jerome city administrator.

Commissioner Crouch was excused.

Josh Jensen updated on the number of coronavirus cases in Jerome County, saying there had been 49 new cases within the past seven days. He said the Health District was monitoring outbreaks and assisting long-term care facilities.

Jensen said the number of cases in the County was slowly trending downward, with no new outbreaks. He said the three District St. Luke's hospitals had admitted a slight increase of coronavirus patients and then referred to the situation report he had e-mailed the previous Friday. He said that the next coronavirus assessment would be on September 24.

Linda Montgomery said she had encountered opposition to wearing face masks and wanted some encouragement to give the public. Jensen said he would send a link to an article that illustrates that mask wearing reduces the dose of the virus. Tanya Stitt said she would disseminate the article to all employees.

Commissioner Crouch was present.

## **NANCY MARSHALL—PLANNING AND ZONING REPORT**

Planning and Zoning Administrator Nancy Marshall was present.

Nancy Marshall read statistics from her monthly written report, which included finances, building department inspections and projects, code enforcement, mapping activities and projects, and planning and zoning department activities.

Marshall reported there was a potential of dropping services for the City of Shoshone because of discomfort between her staff and City officials. She said the building inspector would inform the Commissioners before taking any action in that regard.

Marshall told of a complainant who had sent pictures but made no formal complaint. It was determined she would send information from Commissioner Howell to the complainant.

Marshall told the Commissioners she and her staff had reviewed written suggestions from George Panagiotou and Scott Bybee on creating a Recreation Zone. She said she and her assistant meet weekly to review recreation zone assignments and also meet with legal counsel to write Recreation Zone text.

Meeting recessed at 11:52 A.M.

Meeting reconvened at 1:15 P.M.

#### **MICHELLE EMERSON—CLERK MATTERS**

Clerk/Auditor/Recorder Michelle Emerson, Chief Deputy Clerk Tracee McKim, and Treasurer Tevian Ekren-Kober were present.

**Bond Documents:** Michelle Emerson provided an e-mail from Christian Anderson with Zions Bank detailing the savings to the County by refinancing its jail bond. She said the interest rate had been decreasing.

❖ A Motion was made by Commissioner Crozier to authorize Michelle Emerson to lock in the interest rates for the bond refinancing. It was seconded and carried with unanimous ayes.

**Credit Card Request:** Emerson requested an additional credit card for the clerk's office, to be used exclusively for Zoom expenditures.

❖ A Motion was made by Commissioner Crozier to approve the acquisition of an additional credit card for use by the clerk's office, with a \$2500 limit. It was seconded and carried with unanimous ayes.

Emerson said the County's liability insurance company (ICRMP) was asking for photos of wind damage at the Fairgrounds.

➤ Commissioner Crozier said he would provide pictures.

**CARES Act Funding Decision:** Emerson provided information of whether other Idaho counties were accepting CARES Act funding to be used as property tax relief.

Commissioners Crozier and Crouch had not changed their opinions from the previous week of whether to accept the funding, with the former opposing it and the latter in favor of taking the money.

Commissioner Howell said he had more hesitation in accepting the funds than not accepting them.

Commissioner Crozier said he feared the possible ramifications of using the funds and said that the Commissioners had carefully considered both sides.

❖ A Motion was made by Commissioner Howell to decline Jerome County's participation in the Safety Plan Initiative as provided in Cares Act funding, based upon legal analysis from the prosecuting attorney. It was seconded and carried with Commissioners Howell and Crozier voting aye and Commissioner Crouch voting nay.

Commissioner Howell verified with Emerson that the County would still receive compensation from CARES Act funding for expenses related to preventing the spread of the coronavirus.

#### **TIM LARSON—AIRPORTS REPORT**

Airport Manager Tim Larson was present.

Tim Larson reported the water at the Jerome Airport would be shut off on Thursday so Gilbert's Pump Service could improve the water pressure, but Commissioner Crouch asked him to schedule another day for the service because Jerome 20/20 was holding its annual meeting at the Airport that day.

Larson said the small tractor repair, moving the electrical rack, and mowing by the highway department were still pending. He stated he had followed up from last week about setting fuel prices by phoning some gas stations and would contact airports that week.

Larson said he was waiting for two quotes for closed cabinets for the fuel island. He also said that the general manager of QT Pod was to call him that week about reimbursement for repair of the fuel island terminal.

➤ Commissioner Crouch asked that Larson make sure to mow next to the airport fences. Larson said his next big job was to clear out the green shed. The Board determined to reduce reports from Larson to every other week unless he had a matter that needed to come to the Board sooner.

#### **GARY WARR—FAIR CAPITAL IMPROVEMENT PROJECTS**

Attorney Mike Seib was present. Also present was Fair Board Chairman Gary Warr.

**Fair Capital Improvement Projects:** Gary Warr presented a quote to purchase new panels for the Fairgrounds. He said they would be portable and could be safely stored in the winter. He stated repairs to water troughs would amount to about \$3,000. He also said the McCormick tractor was not in good shape.

❖ A Motion was made by Commissioner Howell to authorize expenditures from the County Fair Capital Outlay fund of \$8,000 for stock tank replacements; purchase of panels as itemized for \$12,322; and consideration of pursuing cost estimates for a new tractor. It was seconded and carried with unanimous ayes.

**Property Purchase, continued from the morning session:** Gary Warr said it would make sense for the Fair to own the 40-foot strip of land adjacent to the Fairgrounds. He favored allowing Franklin Building Supply to continue using the property for storage under a Memorandum of Understanding with Jerome County.

The Board determined to send a letter to the Idaho Department of Lands, expressing interest in purchasing the property.

### **EXECUTIVE SESSION**

❖ 2:48 P.M. - A Motion was made by Commissioner Howell to go into executive session per Idaho Code 74-206(1)(b), personnel. It was seconded and carried with a unanimous roll call vote.

3:40 P.M. - Return to open session.

The Board discussed with Warr about advertising to hire a Fair manager.

### **MIKE SEIB—LEGAL COUNSEL**

Attorney Mike Seib was present.

➤ Mike Seib advised to consult employees about their managers.

### **APPROVE CLAIMS**

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

The Board signed a Claims Approval Report dated September 11, 2020, for the Restitution-Courts Fund, with a grand total of \$8,818.13.

The Board signed a Claims Approval Report dated September 11, 2020, for the Indigent Fund, with a grand total of \$34,879.89.

The Board signed a Claims Approval Report dated September 11, 2020, with a grand total of \$265,297.02 for the following funds: General, Airport, District Court II, Justice, Health District, Election Consolidation, Indigent, Revaluation, Ambulance, Waterways-Sheriff Patrol, and Court Bond Trust.

### **READ AND APPROVE MINUTES**

❖ A Motion was made by Commissioner Crozier to approve the minutes of September 8 as written. It was seconded and carried with unanimous ayes.

**INDIGENT MATTERS**

❖ A Motion was made by Commissioner Crozier to follow staff recommendations regarding indigent matters. It was seconded and carried with unanimous ayes. Approved were Case Nos. 1920-033 (amended) and M020-006 (non-medical).

Meeting adjourned at 4:08 P.M.

Respectively submitted:

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Jane White, Deputy Clerk

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Charles M. Howell, Chairman

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A. Ben Crouch, Vice Chairman

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John Crozier, Commissioner