

This regular meeting of the Jerome City Council was called to order by Mayor Davis at 5:30 p.m.

Present: Mayor David M. Davis, Councilman Chris Barber, Councilman Robert Culver, Councilman Brent “Oop” Johnson and Councilman Jason Peterson.

Also present were staff members: City Clerk Bernadette Gomes, City Attorney J.B. Lothspeich, City Administrator Mike Williams, Information Services Director Carlos Hernandez, Finance Director Ross Hyatt, Wastewater Superintendent Gilbert Sanchez, City Engineer Rick Wuori, Human Resources Director Ida Clark, Library Director Linda Mecham, Fire Chief Jeremy Presnell, Deputy Fire Chief Mike Harrison, Police Chief Dan Hall and Captain Duane Rubink.

PLEDGE OF ALLEGIANCE:

Mayor Davis led the audience in recitation of the pledge of allegiance.

INVOCATION:

Invocation was given by Pastor Dick Sullender, First Baptist Church.

CONSENT CALENDAR:

Those items contained in the consent calendar are as follows:

1. Approve the minutes of the December 19, 2017 regular meeting

Councilman Culver made a motion to approve the consent calendar as presented. Second to the motion was made by Councilman Barber. After consideration the motion passed unanimously by the following vote: **AYES:** Councilman Johnson, Councilman Peterson, Councilman Barber and Councilman Culver. **NAYS:** None.

INSTALLATION OF ELECTED OFFICIALS:

Judge Thomas Borreson administered the oath of office of Mayor to David M. Davis.

Judge Thomas Borreson then administered the oath of office of Councilmember to Robert Culver and Jason Peterson.

APPOINTMENT OF COUNCIL MEMBERS TO FINANCE COMMITTEE:

Mayor Davis appointed Councilman Barber and Councilman Johnson to serve on the finance committee for a term of one year. The intent is to rotate in one year. He thanked Councilman Culver and Councilman Peterson for their time in serving on the finance committee.

Council signified support of the appointment with unanimous “ayes.”

OATHS OF OFFICE:

Chief Hall stated Officer Norris worked with the Jerome County Sheriff’s Office as a detention deputy and recently graduated from the CSI Law Enforcement Program. He is a great

addition to the department. Officer Norris was given the oath by Mayor Davis and his parents pinned his badge.

Chief Hall stated Officer Campbell is a U.S. Marine who also went through the CSI Law Enforcement Program, did very well in the program and is a great addition to the department. Officer Campbell was given the oath by Mayor Davis and his wife pinned his badge.

ELECTION OF COUNCIL PRESIDENT:

Councilman Johnson nominated Councilman Culver as Council President. Councilman Barber seconded the nomination. The appointment was unanimously confirmed by the following vote: **AYES:** Councilman Johnson, Councilman Peterson, Councilman Barber and Councilman Culver. **NAYS:** None

Mayor Davis thanked Councilman Culver for his time served in this capacity.

CIVIC PLUS WEB DESIGN, IMPLEMENTATION AND HOSTING:

Mr. Hernandez presented a new web page design; the last web page design was completed approximately ten years ago. Several areas of the strategic plan will be addressed with the new web page including: Civic Engagement which will give the community the ability to search for information easily; Economic Prosperity where businesses looking to relocate to the area will find a presentable view of the City of Jerome; and City of Jerome staff to improve the excellence in their ability to be transparent and keep the community updated with current information.

Mr. Hernandez gave a presentation on the current website and explained the time taken to make changes; some areas required changes in multiple areas. Other cities are using mobile-friendly websites which have an updated look and the ability to add social media links. Additionally, the Civic Human Resources program currently in use will integrate well with the new website as Civic Plus already provides support to that program. The new website will also give staff the ability to create new forms and make them easily accessible to the public. Several cities in the region are currently utilizing Civic Plus, and Mr. Hernandez showed examples.

The cost for new website will be \$7,249 annually for five years. This includes the set-up cost and the \$4,000 annual fee. Once approved, a committee will be formed to assist with creating the website design and all departments will be asked to participate. Upon inquiry by Councilman Barber, Mr. Hernandez stated it will take approximately six months for the company to update the city's current information into their program. Additionally, he will be the website administrator as well as a few from other departments who will have the ability to make changes as needed.

Mr. Williams stated that the city is need of a new website. Trying to get information from the current website with a mobile device is difficult. Additionally, navigation functionality is poor as it takes several steps to find basic information. With one of the points of the city's strategic plan is Civic Engagement, staff wants information info more readily available to the community. Additionally, many times the first impression of a city is the web page viewed by the public. Mobile access and social media links are a few of the good features of the new website.

Councilman Culver made a motion to approve the hiring of Civic Plus for Web Design and Implementation and Web Hosting, Civic Plus Advantage Annual Investments Payments of

\$7,249.00 for five years. Second to the motion was made by Councilman Peterson. After consideration the motion passed unanimously by the following vote: **AYES:** Councilman Johnson, Councilman Peterson, Councilman Barber and Councilman Culver. **NAYS:** None.

RSCI LABOR CONTRACT:

Mr. Sanchez briefly explained the reason behind replacing the equipment now rather than later as originally planned and budgeted. An opportunity presented itself when an industry came forward wanting additional hydraulic capacity. The immediate need was addressed, however, they also wanted 250,000 gallons of hydraulic capacity by the spring and staff was not equipped to handle the second request. RSCI has the equipment available and can get the additional hydraulic capacity to the industry as requested. Having the membranes sooner rather than later is also a benefit to the city.

Upon inquiry by Councilman Johnson, Mr. Sanchez stated the membranes can last an average of seven or eight years. He also stated that they have been maintained internally and have had a useful life. Upon inquiry by Mayor Davis, Mr. Sanchez confirmed membranes 5 and 6 are part of the Phase I upgrades. He further stated the wastewater treatment plant will be shut down for five days, bypassing flows to ponds, for pipe work to be completed and finish the installation of units in membranes 5 and 6.

Councilman Culver made a motion to approve the contract for labor with RSCI for the installation of membrane units and miscellaneous hardware to replace cassettes in MBR tanks 3 and 4 for a lump sum of \$20,121.00. Second to the motion was made by Councilman Johnson. After consideration the motion passed unanimously by the following vote: **AYES:** Councilman Johnson, Councilman Peterson, Councilman Barber and Councilman Culver. **NAYS:** None.

COUNCIL REPORTS:

Councilman Barber asked for an update on the tire issue south of town. Mr. Lothspeich stated regular reports have been received but that the deadline given has not been met. He will be revisiting with Mr. Hansen, the operator, for an update. Mayor Davis stated tires have been moved out but at a slow pace. Mr. Lothspeich stated a retreader firm was to have been contracted to remove tires but it had not happened as anticipated and staff is at the point of potentially filing enforcement action. He also stated they have been trying and have taken some action although not as quickly as expected. It is up to the Mayor and Council on what direction to take.

Mr. Williams stated he called Wholesale Retreaders, and they confirmed they would be coming with trailers to remove tires from the site. However, they have not started this process, and will be contacted again. Extensive discussion ensued regarding what the company removes versus what stays behind, an ordinance prohibiting tire storage facilities, the amount of time it took for the facility to get out of control, and fire and mosquito breeding dangers. Councilman Barber stated he expected the land owner to take some responsibility, and Mr. Lothspeich confirmed a criminal complaint had been filed against the owner; he plead guilty and fees were paid but no further action was taken. He also reiterated that tires have been removed although at a slower pace than expected.

Councilman Johnson asked about potholes on the east side of S. Lincoln, specifically between Yakima and Nez Perce, and if there were plans to fix them. Mr. Williams stated staff

can make temporary “cold patch” repairs while the weather is favorable and the holes are dry. He also stated that section of road was approved for grant funding, so it will be on the list for repairs. In the meantime he will contact the street department for temporary repairs and report back to council.

STAFF REPORTS:

Mr. Williams briefly spoke about the surface water call, and a favorable mitigation plan may be pending. He asked for information from water law attorney Chris Bromley regarding the 6,000 acre feet of water that the city coalition and other cities will be responsible for regarding annual mitigation and what the commitment will be. There will be costs involved for annual mitigation to buy storage water, but things are headed in a positive direction. Discussions have gone all the way to the Speaker of the House, and a proposal will be presented to council once received.

He also contacted Keller Associates to cease on engineering work for the gravity sewer line on 100 South Road. Agropur has indicated their project is delayed indefinitely; it will happen but the timing is uncertain and, because of this, staff did not apply for the grant through the Department of Commerce as expected. Surveying work was completed by staff at Keller Associates and they will wait until told to proceed further; Mr. Williams will be meeting with their team later this week.

ADJOURNMENT:

There being nothing further to discuss, this January 2, 2018 regular meeting of the Jerome City Council adjourned at 6:08 p.m.

Mayor David M. Davis

Attest:

Bernadette Gomes, City Clerk