

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, Assistant Finance Director Michelle Frostenson, Staff Engineer Jeff Jensen, Human Resources Director Ida Clark, Library Director Linda Mecham, City Planner Esmeralda Chavez, Fire Chief Jeremy Presnell and Deputy Fire Chief Mike Harrison.

PLEDGE OF ALLEGIANCE:

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

INVOCATION:

Invocation was given by Baldwin Camin, Jerome Police Chaplin.

CONSENT CALENDAR:

Those items contained in the consent calendar are as follows:

1. Approve the minutes of the January 2, 2018 regular meeting
2. Approve Monthly Department Reports
3. Approval to pay 2018 O&M Assessment of 886.75 shares at \$25 per share and a total cost of \$22,168.99
4. Approval to pay Arthur Gallagher & Co., renewal of the pollution liability insurance for the Wastewater Facility, at a cost of \$21,440.40
5. Approve claims

Aart Northwest \$45.00, ACCO Brands Direct \$46.00, Action Cycle Sales \$279.99, Advantage Companies \$905.00, Aflac \$236.01, Analytical Laboratories, Inc. \$194.00, Andy's Heating and A/C, Inc. \$126.86, Arthur J. Gallagher & Co. Insurance \$21,440.40, Assoc of Jerome City Firefighters \$156.00, Associated Taxpayers of Idaho \$70.00, B & R Bearing \$99.76, Barry Rental, Inc. \$274.80, BHS-Weschem Inc \$4,554.00, Blue Cross \$6,809.86, Bonneville Industrial Supply Co \$1,466.80, Breckon Landdesign Inc \$1,187.50, B-Z Plumbing \$3.50, CDW Government, Inc. \$5,625.20, Chase Paymenttech \$1,965.36, Childs, Dave \$1,302.03, Cintas Corporation \$45.84, City of Jerome \$248,321.01, Civil Science, Inc \$2,000.00, Colonial Life & Accident Insur \$1,610.30, Cornelius, Kathy \$67.81, Culligan Soft Water Service \$85.70, Curtis, Intermountain Division \$894.82, D & B Supply \$2,018.13, Data Support Co Inc \$558.85, Dig Line Inc \$70.10, Electric 1 West, Inc. \$6,196.70, Energy Management Corp. \$197.77, Ergometrics & Applied Personnel Research \$907.60, Everson, Rick or Rose \$20.00, Evident, Inc \$91.57, Executive Info Services Inc \$1,111.68, Farmore of Idaho \$245.14, Fastenal Company \$649.09, Ferguson Enterprises, Inc. \$4,936.64, Ferguson Waterworks \$300.00, Fireworkes & Stage Fx America \$4,750.00, Fred Kenyon Repair Inc. \$2,205.93, Freedom Electric Inc. \$97.50, Freedom Mailing Services, Inc \$1,909.40, Gem State Welder's Supply \$167.42, Go-Fer It Express \$257.00, Great America Leasing Corp. \$235.50, H.D.Fowler \$4,779.92, Hach Company \$319.80, Harvey's Office Plus \$279.81, Home Depot Credit Services \$374.80, Hub City Building

Inc \$29.44, Hyatt, Ross \$148.35, IAAI \$130.00, ID Child Support Receipting \$2,912.35, ID Electric Motor Service Inc \$2,260.00, ID State Tax Commission \$12,847.00, Idabo \$150.00, Idaho Hydrojetting \$975.00, Idaho Power Co. \$61,299.27, Idaho State Police \$1,718.75, Ingram Book Company \$651.66, Integrated Technologies - Lease \$125.00, Integrated Technologies, Inc. \$98.84, Intermountain Gas Company \$3,895.36, Intermountain Traffic, LLC \$135.00, Interstate Battery System ID \$103.95, Isniiper Inc \$2,962.99, Jerome Chamber of Commerce \$350.00, Jerome County \$9,129.16, Jerome FF Local Union 4589 \$550.00, Jerome Printshop \$280.70, Les Schwab Tire Centers Inc \$312.75, Lexisnexis Risk Solutions \$300.00, Libri System \$33.34, Lifemap Assurance Company \$4,499.78, Magic Valley Labs \$208.00, Mailfinance \$916.68, Mchugh Bromley, PLLC \$733.20, Mecham, Linda \$1,000.00, Mecham, Linda Library Director \$149.85, Metroquip, Inc. \$864.59, Mower Office Systems \$319.00, Munimetrix Systems Corp. \$89.98, MWI Veterinary Supply \$505.98, Napa Auto Parts \$1,475.38, NCPERS Group Life Ins C356 \$240.00, Neofunds by Neopost \$62.96, New Tech Security, Inc. \$240.00, Northside Canal Co. \$22,168.99, Nu-Vu Glass, Inc. \$75.00, O'Reilly Auto Parts \$87.86, Penworthy \$135.08, Platt Electric Supply, Inc \$220.93, Policeone.Com \$225.00, Principal Fin Group Inc \$2,441.27, Productivity Plus Account \$865.54, Pro-Flame, Inc \$133.00, Proforce \$1,062.95, Project Mutual Telephone \$278.70, PSI Environmental Services Inc \$19,339.32, Radiant Systems of Idaho \$575.14, Rainbow Book Company \$89.83, Recorded Books, LLC \$35.00, Reliant Behavioral Health, LLC \$276.04, Riverside Hotel, The \$93.00, RSCI \$553,573.92, Sassy Software Solutions, LLC \$567.00, Sawtooth Veterinary Services \$250.00, Signed Sealed & Delivered \$98.85, Skaggs Companies, Inc. \$847.91, SKM, Inc. \$475.00, SLHS Service Area \$399.94, Something More \$67.92, Southern Idaho Solid Waste \$4,587.04, Terminix \$259.96, Thatcher Company \$2,740.84, Times News \$528.24, Tore Up \$60.00, Treasure Valley Coffee, Inc. \$14.85, Tse, Khinh \$40.00, U S Bank of Idaho \$4,405.72, Unified Office Services \$370.69, Upper Case Printing, Ink. \$1,403.00, Us Bank Credit Card \$7,958.09, Usa Bluebook \$2,757.59, Verizon Wireless \$3,120.83, Wal-Mart Community \$429.48, Weidner & Associates \$2,430.68, Western States Equipment \$525.00, Western Waste Services \$202.71, Williams-Meservy & Lothspeich, LLP \$12,244.17, Witmer Public Safety Group, Inc. \$42.99, Wolverton, Cheyenne \$87.44, Xpress Bill Pay \$519.50

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 Peterson, Councilman Barber, Councilman Culver and Councilman Johnson. **NAYS:** None.

CITIZEN CORRESPONDENCE:

Mr. Jeff Schroeder appeared before council on behalf of the food ministry to thank the fire department for helping them unload food. He feels the fire department is here for its citizens in more ways than one and wanted to acknowledge their efforts.

RESOLUTION NO. 01-18:

The clerk read Resolution No. 01-18 as follows:

RESOLUTION NO. 01-18

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF JEROME, IDAHO, APPOINTING MEMBERS TO THE JEROME HOUSING AUTHORITY AND

JEROME PLANNING AND ZONING COMMITTEE; PROVIDING FOR TERMS OF APPOINTMENT AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Title 50-210 of the Idaho Code describes the appointment process and the procedures each municipal corporation is required to follow when considering an individual for an opening on officially recognized boards and commissions, and;

WHEREAS, the City of Jerome is organized under the Mayor/Council form of government and the Mayor serves as the City’s Chief Executive Officer, and;

WHEREAS, the Mayor is required to make appointments to City-sponsored boards and commissions as terms end and vacancies are created, and;

BE IT THEREFORE RESOLVED, by the Mayor and Council of the City of Jerome as follows:

SECTION 1. PLANNING AND ZONING COMMITTEE:

The following individuals are appointed as members of the Jerome Planning and Zoning Commission to serve a term effective with the date below-written, in accordance with delineation thereof:

Rod Mink	February 2018 – February 2024
Carl McEntarffer	February 2018 – February 2024
Sheryl Gibbons	February 2018 – February 2024

SECTION 2. JEROME HOUSING AUTHORITY BOARD APPOINTMENT:

The following individual is appointed as a member of the Jerome Housing Authority to serve a term effective with the date below-written, in accordance with delineation thereof:

Jana Perotto	February 2018 – February 2023
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SECTION 3. EFFECTIVE DATE:

Resolution 01-18 shall be effective upon its passage as required by law.

PASSED BY THE COUNCIL this 16th day of January, 2018.

SIGNED BY THE MAYOR this 16th day of January, 2018.

By:
/s/ David M. Davis
David M. Davis, Mayor

ATTEST:
/s/ Bernadette Gomes
Bernadette Gomes, City Clerk

Mayor Davis stated he called each individual and they were all willing to serve on the various committees and boards. He also noted that Ted Larsen will not be reappointed to the Jerome Library Board as he no longer lives within city limits.

Councilman Culver made a motion to pass Resolution No. 01-18, a resolution by the Mayor and Council of the City of Jerome, Idaho, ratifying mayoral appointment for vacancies on various boards and committees officially recognized by the City of Jerome. Second to the motion was made by Councilman Johnson. After consideration the motion passed unanimously by the following vote: **AYES:** Councilman Peterson, Councilman Barber, Councilman Culver and Councilman Johnson. **NAYS:** None.

RESOLUTION 02-18:

The clerk read Resolution No. 02-18 as follows:

RESOLUTION NO. 02-18

BE IT HEREBY RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF JEROME, STATE OF IDAHO:

BE IT RESOLVED pursuant to I.C. 50-1807, that the Mayor and Council of the City of Jerome, County of Jerome, Idaho on this 16th day of January, 2018, hereby estimate that \$190,906 are the necessary funds for the expense of maintaining, operating, improving, extending and enlarging the City Irrigation system for the current fiscal year.

BE IT FURTHER RESOLVED that the City Treasurer is directed to immediately carry out the assessment roll and further to give notice that the Mayor and City Council shall meet the 6th day of March 2018 to correct the assessment roll.

PASSED BY THE COUNCIL this 16th day of January, 2018.

SIGNED BY THE MAYOR this 16th day of January, 2018.

By:

/s/ David M. Davis

David M. Davis, Mayor

ATTEST:

/s/ Bernadette Gomes

Bernadette Gomes, City Clerk

Mr. Hyatt stated that, pursuant to Idaho Code 50-1807, the Mayor and council are required to meet as a body to create irrigation assessments before the second Wednesday of February; this process is to estimate funds to levy to defray the costs for maintaining the irrigation system. Staff has asked that the resolution be adopted in order to assess the amount of \$190,906 for the upcoming irrigation season. In prior years staff had increased that amount by 10%; because the system is still being evaluated no increase is recommended.

Councilman Culver made a motion to pass Resolution No. 02-18 setting the 2018 Irrigation Assessments. Second to the motion was made by Councilman Peterson. After consideration the motion passed unanimously by the following vote: **AYES:** Councilman Peterson, Councilman Barber, Councilman Culver and Councilman Johnson. **NAYS:** None

JEROME POLICE DEPARTMENT PAY SCALE ADJUSTMENT:

Mr. Williams spoke on behalf of Chief Hall who was ill, and stated he has been working with Chief Hall on this initiative since November 2017. Part of the city's Strategic Plan is to provide for community health and safety. One factor of having a safe community is having well-trained police officers to provide services demanded by the public.

It has been a competitive market to attract and maintain new police officers to the City of Jerome. Based on recent salary surveys there have been significant pay scale adjustments made to the organization as a whole. However the City of Jerome, compared to other local agencies, is falling behind and additional adjustments need to be made to remain competitive. Mr. Williams provided salary information to the council with figures for comparison with local agencies (Jerome County, Twin Falls City Police and Twin Falls County Sheriff's) and stated that the goal of staff is to get closer to the average pay. A recent lateral recruitment was held with no results. The next option would be to hire a new recruit and send them to training which takes some time, and is a least-desired scenario with a department that is already short-staffed. In the most recent recruitment four people applied but were not considered; others chose not to apply due to a potential pay cut. One other employee considered moving to another agency for higher wage despite that the move would have been a career demotion.

Mr. Williams demonstrated the minimum wage, median and maximum wage levels in the city pay policy. Staff recommends implementation of a new pay schedule to avoid compression issues. The total cost for salary adjustments and benefits is approximately \$110,000 annually. The recent captain position, currently vacant, is budgeted at \$78,000; this would cover the needed salary and benefits beginning February 11, 2018 through the remainder of 2018. Another retirement in the a sergeant's position with long tenure will result in salary savings with a new hire. A commitment of \$22,000 per year beginning next year will be required to fund the salary adjustments on an annual basis. Mr. Williams stated that staff must either find this amount in the current budget or consider a minimal property tax increase.

In discussions with Chief Hall it was determined the department needs two good captains, however, the priority will be given to making the salary adjustments while leaving one captain position vacant. The position will not be eliminated but will not be funded at this time. Allocating those funds to the new pay scale will make the department more competitive with other local agencies.

Upon inquiry by Councilman Barber, Mr. Williams confirmed that staff will need to budget for the captain position in the future. Additionally, hiring a new recruit will not have as big an impact on the budget versus hiring an experienced officer. This will depend on years of experience, length of training, etc. of a candidate. To fund a police captain will require a commitment of at least \$80,000 in salary and benefits. Upon inquiry by Mayor Davis, the cost of hiring a new recruit includes six months of salary and benefits plus the cost of sending them to POST and providing training. Councilman Peterson commented on the fact that sometimes the salary and training paid does not guarantee employment and asked about a potential candidate's commitment to stay with the city once they pass training. Mr. Williams stated that, while it is expected that a probationary employee would stay, there is no written contract. Additionally,

performance can only be based on work in the field once training is complete. Upon inquiry by Mayor Davis, the time a new recruit rides with an officer during training is approximately three months. With training combined with salaries and benefits, there is more cost than what is seen for the city to hire new recruits, especially when they are fully trained and then leave to work for another agency. Upon inquiry by Councilman Peterson, the question of when the captain's position will be filled cannot be answered at this time, and the increased demand of current senior staff will increase. The ultimate decision will be up to Chief Hall. Mr. Williams did state, however, that as the city grows, there will be more need for increased staff.

Councilman Johnson is in support of the salary adjustment. While Councilman Peterson is not in favor of a \$110,000 increase he understands that the city must be competitive with other agencies in order to have quality officers. Councilman Culver agrees that the city could lose good officers. Mayor Davis confirmed the increase for next year would be approximately \$22,000 and that the future of the vacant captain position is uncertain. Mr. Williams stated this issue needed to come to council now rather than during the regular budget season, and Councilman Barber stated he is excited about compensating police staff; he also commended them and stated he supports whatever means of increasing the safety of the citizens in Jerome. Councilman Peterson commended staff for finding creative ways to make things happen.

Councilman Culver made a motion to approve the recommended adjustment of the City pay scale for police officers as presented in order to remain competitive with police salaries in the Magic Valley area. Second to the motion was made by Councilman Barber. After consideration the motion passed unanimously by the following vote: **AYES:** Councilman Peterson, Councilman Barber, Councilman Culver and Councilman Johnson. **NAYS:** None

On behalf of Chief Hall, Mr. Williams thanked council for their support of the police department and noted that the pay scale adjustment is for officers and not for the Chief's position. The new pay scale will go into effect the week of February 11, 2018.

DESIGN REVIEW APPROVAL DISCUSSION:

Mr. Williams wanted to discuss the design review application process as it pertains to signs since all ordinances are set by council approval. The current process requires that any business with 150 feet on either side of Main Street or Lincoln who wants to put up a sign must adhere to the sign code, follow design review guidelines, and appear before the Planning and Zoning Commission (P&Z) for approval. The commission meets twice per month, and if deadlines are missed for one meeting there are potential delays in getting sign reviews approved. Mr. Williams stated the guidelines are specific enough for the city planner to approve without having to go through P&Z. The commission would also be available if issues were to arise (i.e. appeal).

Most companies do not want to invest in a sign unless they have approval; one local company has expressed frustration with the application process. Other local agencies allow staff to review and approve design reviews at the administrative level for the sake of customer service. Councilman Barber also noted of another business who experienced delays in the sign review process. Mr. Williams stated that an ordinance will be presented to allow limited discretion for the city planner to approve sign applications, and Councilman Culver agrees that Ms. Chavez can handle the requests and ask questions if needed. Mr. Lothspeich stated that there are set criteria in place that Ms. Chavez will be following.

Mayor Davis stated that council will instruct staff to revise the city ordinance to allow the city planner to approve design review applications. Mr. Williams stated that members of the P&Z commission have also expressed interest in allowing this. Upon inquiry by Mayor Davis, Ms. Chavez stated the most common process is the sign design review process. The P&Z commission will continue to review building designs but allow the signs to be approved by her. She also stated that sign companies have expressed concerns with the extensive process. Upon inquiry by Councilman Peterson, Ms. Chavez stated the P&Z commission consists of seven volunteer members. Mr. Williams stated businesses will be pleased with this change.

BOY SCOUTS IN ATTENDANCE:

Members of Boy Scout Troup No. 94 were in attendance to learn about citizenship. The members introduced themselves.

COUNCIL REPORTS:

Councilman Culver stated he was approached by a citizen wanting a “slow, children” sign near Camozzi Park on 16th Avenue E in the area where there are no sidewalks. Mr. Williams stated he will discuss the issue with Streets Supervisor Mike Hensley.

STAFF REPORTS:

Mr. Williams stated he will be attending a water summit along with Mayor Davis and Councilman Culver on January 22nd. Progress has been made regarding the surface water call and there is hope of moving forward with negotiations. Additionally, Ms. Gomes will be joining them for the City Officials Day at the Capitol on January 23rd.

ADJOURNMENT:

There being nothing further to discuss, this January 16, 2018 regular meeting of the Jerome City Council adjourned at 6:22 p.m.

Mayor David M. Davis

Attest:

Bernadette Gomes, City Clerk