

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 Robert Culver, Councilman Barber, and Councilman Jason Peterson. Councilman Brent “Oop” Johnson is excused.

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

PLEDGE OF ALLEGIANCE:

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

INVOCATION:

The invocation was given by Pastor Jason Gullidge of St. Paul’s Lutheran Church.

PUBLIC HEARING – REGARDING THE FY 2018-19 BUDGET:

This being the time published for the consideration of the proposed budget for the 2018-19 FY Budget, the Chair opened this public hearing at 5:32 p.m. and briefly reviewed the procedures that will be followed.

Staff Presentation:

Mr. Hyatt stated two budget meetings have been held to consider the preliminary budget for FY2018-19 and to adopt the tentative budget with setting maximum expenditures. Detailed presentations were given explaining budget differences from last fiscal year to the upcoming fiscal year. The public was notified of this evening’s public hearings to meet the September 6th deadline. The calendar of events and highlights of the budget were reviewed. The maximum amount of expenditures for FY2018-19 is set at \$24,906,790. The appropriations ordinance to be adopted will be presented to council at the special meeting to be held August 28th. Built into the budget is a 3% tax increase plus new construction.

Mr. Hyatt stated the fund balance reserve policy requirement has been met for each fund with the exception of sanitation due to the contracted services. He briefly reviewed the Governmental Funds budget of \$8.9 million and the Enterprise Funds budget of \$15.9 million. The total budget is \$24.9 million. Council was given information with budget differences in previous fiscal years plus cost-of-living figures. The only rate increase is for PSI contracted services. Upon inquiry by Councilman Barber, Mr. Hyatt stated the PSI contract will expire in 2020. Mayor Davis commented on the council discretionary fund and discussions will take place at the close of the public hearing.

There was no testimony in favor, neutral, nor in opposition to the information presented. There being no further testimony to be heard, the Chair closed the hearing at 5:43 p.m.

Mayor Davis proposed that \$7,500 of the council discretionary fund be committed to a sidewalk cost-sharing program with a maximum of \$1,500 for each individual project. Additionally, he stated another item to consider is upgrading the power to Veteran's Memorial Park. The sidewalk cost-sharing program can possibly pattern the Twin Falls sidewalk program but tailored to the needs of Jerome. Extensive discussion ensued regarding the funds for the program; the amount to be used for the program and whether funds should be moved into different budgets; moving all funds into reserves; recognizing fund revenues and expenditures; the possibility of not using the monies and amending the budget at year's end, and a possible funds match versus allocating a specific amount for the program. After much deliberation it was determined the funds will remain as they are in the council discretionary fund to be utilized if needed. Mr. Williams stated an ordinance will be prepared and presented to council on August 28th to reflect the adopted budget as well as budget appropriations.

PUBLIC HEARING – AMEND THE FY 2017-18 BUDGET:

This being the time published to show cause why or why not the 2017-18 FY Budget amendment appropriating \$1,561,131.00 should be adopted, the Chair opened this public hearing at 5:52 p.m. and briefly reviewed the procedures that will be followed.

Staff Presentation:

Mr. Hyatt stated council approved the tentative budget for the amendment and publication of the notice for this evening's hearing at the last council meeting. The total amount of the budget amendment is \$1,561,131.00 with the majority of those funds from streets infrastructure upgrades made through the Urban Renewal Agency. The budget amendment ordinance will be presented to council for adoption on August 28th. Upon inquiry by Mayor Davis, Mr. Hyatt stated the sewer collection fees are an agreed-upon amount with Agropur (dba Jerome Cheese) to assist with upgrades for membranes 3 and 4 at the wastewater treatment plant.

There was no testimony in favor, neutral, nor in opposition to the information presented. There being no further testimony to be heard, the Chair closed the hearing at 5:56 p.m. No deliberations by council were noted.

CONSENT CALENDAR:

Those items contained in the consent calendar are as follows:

1. Approve the minutes of the August 6, 2018 regular and executive meetings
2. Monthly Department Reports
3. Approve Claims

20-20 Autoglass \$125.43, Accu Sales \$144.00, Advantage Companies \$650.00, Aflac \$164.90, Air St. Luke's \$45.00, All Wireless Communications \$967.60, American Construction Supply & Rental \$6.00, Angel's Construction \$11,700.00, Archibald's Roofing, Inc. \$28,194.63, Argo Company \$638.32, Assoc of Jerome City Firefighters \$144.00, Associated Taxpayers of Idaho \$200.00, Association of Idaho Cities \$5,449.40, B & R Bearing \$11.90, Barry Rental, Inc. \$21.66, Bennett's Truck Repair \$1,860.56, Birmingham, Pat \$135.00, Blue Cross \$6,924.52, Bonneville Blue Print Supply \$110.00, Bound Tree Medical \$2,538.65, Callen Refrigeration LLC \$2,990.00, Canyonside Towing Inc. \$175.00, Center Point Large Print \$176.16, Century Link \$1,754.58, Chase Paymenttech \$2,127.50, Cintas Corporation \$66.22, City of Jerome \$262,098.04, Civicplus \$3,360.00, Civil Science, Inc \$27,981.00, Clark & Sons Inc.

\$1,822.69, Coast to Coast Solutions \$68.67, Colonial Life & Accident Insur \$2,257.12, Con Paulos Inc. \$135.55, Crozier Coachworks \$1,000.00, Culligan Soft Water Service \$247.06, Curtis, Intermountain Division \$9,096.63, D & B Supply \$1,486.64, Data Support Co Inc \$783.33, Davis, David M \$123.05, DC Frost Associates, Inc \$24,719.47, Dewitt Diesel Inc \$943.17, Dig Line Inc \$163.60, Dimension Systems of Idaho, LLC \$9,470.00, Electric 1 West, Inc. \$2,049.76, Emergency Reporting \$3,287.00, Ergometrics & Applied Personnel Research \$182.50, Farmore of Idaho \$780.69, Fastenal Company \$516.66, Ferguson Enterprises, Inc. \$341.10, Fetterly, James \$30.00, Field Instrument and Control \$1,909.30, Floyd Lilly Co \$14.21, Fred Kenyon Repair Inc. \$4,224.50, Freedom Electric Inc. \$326.56, Freedom Mailing Services, Inc \$1,967.30, Frontier Precision \$850.00, Gary N Nelson & Co \$25.50, Gem State Paper & Supply \$64.90, Gem State Welder's Supply \$805.26, Go-Fer It Express \$256.00, Greatamerica Financial Services \$396.00, H.D.Fowler \$1,983.40, Hach Company \$2,224.00, Hanson Janitorial Supply, Inc. \$102.54, Harvey's Office Plus \$292.82, Holton, Linda \$8,333.82, Home Depot Credit Services \$1,306.81, Hub City Building Inc \$98.00, Hydro Specialties Company \$2,768.52, ID Child Support Recepting \$2,709.35, ID Dept Of Commerce & Labor \$575.64, ID Electric Motor Service Inc \$547.00, ID State Tax Commission \$6,956.00, Idaho Materials and Construction \$30,782.79, Idaho Power Co. \$83,125.82, Idaho Prosecuting Attorneys Assoc \$87.50, Idaho State Historical Society \$332.50, Ingram Book Company \$1,221.04, Integrated Technologies, Inc. \$136.56, Intermountain Gas Company \$269.40, Intl Institute of Muni Clerks \$160.00, Jerome 20/20 \$20,000.00, Jerome City Water Department \$21,941.52, Jerome County \$8,842.61, Jerome FF Local Union 4589 \$600.00, Jerome Printshop \$479.75, Jerome Recreation District \$122.50, Jerome Rotary Club \$1,350.00, Keller Associates Inc \$13,555.00, Kenworth Sales Company \$99.69, Kubwater Resources, Inc \$12,747.96, Les Schwab Tire Centers Inc \$2,519.73, Libri System \$9,016.92, Lifemap Assurance Company \$4,539.58, Magic Valley Electric LLC \$330.50, Magic Valley Labs \$8,552.19, Matthew Bender & Co., Inc. \$486.07, Mchugh Bromley, PLLC \$2,052.96, Metroquip, Inc. \$414.84, Minidoka Memorial Hospital \$300.00, Morley, Larene \$15.00, Mower Office Systems \$1,336.93, Munimetrix Systems Corp. \$89.98, Napa Auto Parts \$577.39, NCPERS Group Life Ins C356 \$224.00, New Tech Security, Inc. \$105.00, Northwest Fluid Solutions Inc \$742.12, Nutrien Ag Solutions \$125.00, Oclc Inc. \$1,800.00, O'Reilly Auto Parts \$13.33, Overdrive \$2,250.00, Penworthy \$143.80, Peterbilt Truck Sales \$34.96, Petersen Performance \$234.17, Peterson, Cheryl \$42.70, Post Academy \$300.00, Productivity Plus Account \$3,851.59, Pro-Flame, Inc \$141.32, Project Mutual Telephone \$257.95, PSI Environmental Services Inc \$19,719.64, Recorded Books, LLC \$548.49, Reliant Behavioral Health, LLC \$265.32, Rexel Usa Inc \$13.90, Road Work Ahead Const. Supply, Inc. \$587.80, Rocky Mountain Transport & Excavation \$4,000.00, Rodda Paint Company \$56.32, RSCI \$1,066,542.80, Sawtooth Veterinary Services \$300.00, Scales Northwest, Inc \$250.00, SelectHealth \$81,438.80, Sewer & Water Specialty, Inc \$354.00, Signed Sealed & Delivered \$89.91, SKM, Inc. \$356.25, So Id Economic Developmt Org \$9,900.00, Something More \$98.34, Southern Idaho Solid Waste \$11,776.70, St Luke's \$77.00, Stotts, Craig \$150.00, Stotz Equipment \$380.23, Superior Door Inc \$307.95, Superior Equipment \$2,879.44, Target Solutions \$2,690.09, Terrys Heating & A/C, Inc \$829.75, Thatcher Company \$5,887.60, Times News \$413.36, Tore Up \$25.00, Traffic Safety Supply Co Inc \$1,590.39, Treasure Valley Coffee, Inc. \$201.75, Triple C Concrete \$211.59, Tri-State Tire Jerome \$414.82, U S Bank of Idaho \$4,848.46, Univar USA Inc. \$2,278.50, Urgent Care of Jerome/Twin Falls \$75.00, US Bank Credit Card \$20,239.38, Valley Wide Cooperative \$14,988.53, Verizon Wireless \$2,988.08, Walker Sand & Gravel \$10,051.24, Wal-Mart Community \$311.70, Water Environment Federation \$200.00, Waterford Systems, Inc \$1,450.00, Watts Hydrolic And Steam Store \$1,348.19, Western States Equipment \$433.34, Western Waste Services \$1,420.78, Williams-Meservy & Lothspeich, LLP \$12,244.17, Witmer Public Safety Group, Inc. \$391.94, Xpress Bill Pay \$562.90, Zions First National Bank \$1,237,078.05

Mayor Davis spoke of a needed correction at the last council meeting. In reference to Idaho Office of Emergency Management (IOEM) projects Mayor Davis had stated the projects needed to be completed by the end of the year, whereas the actual required date of completion is October 1, 2019; additionally, an incorrect date of October 1, 2018 was noted in the minutes in

error. Councilman Culver made the motion to make corrections to the August 6, 2018 minutes record to have the date changed to October 1, 2019 for the end of road construction (for IOEM projects). Second to the motion was made by Councilman Barber. After consideration the motion passed unanimously by the following vote: **AYES:** Councilman Barber, Councilman Peterson and Councilman Culver. **NAYS:** None

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

CITIZEN ISSUES AND REPORTS:

Steven Jones, 901 W Ave H, Jerome, appeared before council to discuss an issue concerning his septic drain field. He stated the city took a portion of his right-of-way (ROW) and pipe in his drain field is leaking. He installed the drain field before his property was annexed into the city some time ago and wants the city to do something about the drain field as well as remove weeds in the area. Mr. Wuori stated the ROW was on the original townsite plat in the early 1900's and has always belonged to the city since that time. Mayor Davis commented on the location of the drain field in the city's ROW and Mr. Jones explained he was told by city, county and state officials, after reviewing the property, to put it in its current location because of excessive rock near his house. Upon inquiry by Councilman Barber, Mr. Jones stated he is still on a septic system. Mr. Wuori stated the design of the new H Street Lift Station included an access road located to avoid issues with the drain field. He was unaware of any leaks and stated the issue can be investigated further.

Mr. Jones stated excess traffic has caused the problem with the drain field (installed in 2001). He further stated a project manager once told him another drain field could be placed elsewhere but with caution because of the nearby ditch. Mr. Wuori stated the new lift station should be running within the next two weeks, and that staff will visit with him to further investigate the issue. He further stated the new lift station is approximately sixty feet away from Mr. Jones' septic system. Mr. Jones was concerned about the lift station's removal at a later date, and staff ensured that it was not going to be shut down. He stated he had spoken to several people but was not getting any answers. Mayor Davis explained to Mr. Jones that staff would be looking into the issue and getting back with him, and that the weed issues would be addressed again.

APPROVE SOLIDS HOLDING AIR TANK REPAIRS:

Mr. Sanchez stated the request is for performing repairs on airlines within the existing holding tank. The lines have failed over the years and repaired but with incorrect piping. He recommended the current contractor at the plant, RSCI, to complete the work and stated funds are available in the general ledger account #4162 to cover this expense. Upon inquiry by Councilman Culver, Mr. Sanchez stated the incorrect piping issue was unknown at the time of the previous repairs but discovered later through a meeting with the consultant. Councilman Peterson expressed his appreciation for the fund balance information provided in the request.

Councilman Culver made a motion to approve the costs for repairs to the Solids Holding Tank air lines for a total cost of \$14,495.88. Second to the motion was made by Councilman

Peterson. After consideration the motion passed unanimously by the following vote: **AYES:** Councilman Barber, Councilman Peterson and Councilman Culver. **NAYS:** None.

CONTRACT AWARD – S. LINCOLN AVE, MAIN ST TO RAILROAD PROJECT:

Mr. Wuori noted staff members of Civil Science were in attendance to answer any questions council might have regarding the S Lincoln paving project. It is the biggest project utilizing Idaho Office of Emergency Management (IOEM) funds. There had been concerns regarding the budget for the project, but those concerns were alleviated when three bids came in under budget; Idaho Materials & Construction submitted the lowest unit price bid. Mr. Wuori noted that the IOEM funds come with a 10% match from the city. The street maintenance budget has the \$111,436 match available.

Upon inquiry by Councilman Barber, Mr. Wuori stated approximately two miles of roadwork will be completed with this project. The portion of S. Lincoln from Avenue A through D will be reconstructed while the remainder of S. Lincoln from Avenue D to the railroad tracks will have milling and overlay work. Anticipated date of completion is by November 1st. Traffic control will be utilized during reconstruction to address traffic flow needs. Mayor Davis commented that businesses along S. Lincoln may not be aware of the road construction, and Jake Southwick with Civil Science stated that contractors are required to notify customers within 48 hours of any road closure. Flyers can also be put out to notify businesses of the closure, and once the required paperwork is received from the contractor the work will begin. Mr. Williams stated the project can be published to notify citizens, and Councilman Barber also suggested flyers to be distributed.

Councilman Culver made a motion to approve a contract award to Idaho Materials & Construction for the S. Lincoln Ave –Main to RR Paving Project for a total unit price bid of \$1,114,357.90. Second to the motion was made by Councilman Barber. After consideration the motion passed unanimously by the following vote: **AYES:** Councilman Barber, Councilman Peterson and Councilman Culver. **NAYS:** None.

COMMERCIAL USE OF SHEPPEARD’S PARK – FEAST OF ST. JEROME:

St. Jerome Catholic Church office staff Samantha Trejo and Claudia Gonzalez appeared before council to request commercial use of Sheppard’s Park for their annual Feast of St. Jerome. The park is close to the church and convenient for attendees. The original request was for 11:00 a.m. to 6:00 p.m. and they requested extending the evening time to 9:00 p.m. to allow for clean-up. The family community event consists of approximately 3,000 attendees for sports events, games, food and live music, and is a way for them to thank the city for having the parish in the community. They plan to have a soccer tournament in the tennis court area and will supply several portable restrooms for attendees. The event is also a fundraiser for church services to the community including the Martha and Mary food pantry and Joseph’s Closet which provides free clothing items. Road closures in the immediate area have already been approved by the public works department, and permission was given for attendees to park at the city-owned property along N. Lincoln (the old Central Elementary property). Councilman Culver confirmed alcohol will not be served, and Mayor Davis confirmed the activities will run through 6:00 p.m. to allow for cleaning. Councilman Barber expressed concern over space needs compared to Forsyth Park where the event was held in previous years, and Ms. Gonzalez

explained that Forsyth Park could not be used because the field across the street was not available for parking this year.

Councilman Culver made a motion to approve the application of the St. Jerome Catholic church of a Commercial Use Permit at Sheppard's Park for their annual Feast of St. Jerome on Sunday, September 9, 2018 11:00 a.m. – 9:00 p.m., and waive permit fees due to the civic nature of the event. Second to the motion was made by Councilman Barber. After consideration the motion passed unanimously by the following vote: **AYES:** Councilman Barber, Councilman Peterson and Councilman Culver. **NAYS:** None.

COUNCIL REPORTS:

Councilman Culver expressed concerns regarding weeds around town, specifically on Fillmore between 6th and 8th near the canal. Weeds were removed from a nearby residence but the area between the sidewalk and curb remains full. Mr. Williams stated that the code enforcement officer had been doing well with finding responsibility for that area, and the property may be abated if necessary.

Mayor Davis stated there are several places in town with weeds, and Mr. Williams stated several non-compliance citations are scheduled to be sent in the morning. Staff is working with the police department to enforce the city code with the building official and code enforcement.

STAFF REPORTS:

Mr. Williams reported the North Park Committee has received word that a significant investment will be made to support their beautification efforts. City staff will also assist with in-kind contributions (i.e. excavating, sidewalk work, etc.) along with the Jerome Recreation District (JRD). A formal announcement is expected soon, and staff is hopeful the splash park will be ready by the beginning of summer 2019. Upon inquiry by Councilman Culver, Mr. Williams stated the design has not been engineered yet and the committee is reviewing options for a water system. Two options were discussed and both were priced at approximately \$60,000: a recycle system or capture system. The recycle system would involve chemical testing, treating and disinfecting whereas the capture system would involve capturing fresh water into a vault and tying it back into the irrigation system. Because the city currently uses potable water to irrigate parks, the capture system will do the same and continue to water the parks without a significant difference in usage. The JRD has agreed to maintain the system for a fee. Due to the large investment, North Park will most likely be renamed.

Upon inquiry by Mayor Davis, Mr. Williams stated the other work (i.e. amphitheater, playground, picnic areas) will be completed by a separate contractor. Staff is hopeful that both projects can be completed concurrently. The new additions will create more traffic downtown, thus contributing with downtown revitalization.

Mr. Williams also reported that staff is working with the fair board and county to address noise issues based upon recent concerns brought to the council by members of the community. Preliminary feedback has been received, and additional meetings will be held to review policy and mitigate noise issues near the fairgrounds.

Mr. Williams announced that Mr. Lothspeich has been selected to be one of the next magistrates in Jerome, and he thanked him for the work done over the years. Mr. Lothspeich will be moving to his new position October 1st. The city attorney position is an appointed

position, appointed by the mayor and approved by council. Letters of interest will be solicited from law firms with interest in representing the city, and staff hopes to have interviews complete and a recommendation for council to consider in September. Mr. Williams reported that the Government Finance Officer's Association (GFOA) notified staff that the city received the GFOA budget recognition award. A formal presentation will be made at a future council meeting when the plaque is received. He concluded by thanking Randy King and Carl McEntarffer for their efforts in the Joe Mama's Car Show and commented that they did well to represent the community. Mayor Davis added that over seventy vehicles participated this year.

Mr. Lothspeich introduced two attorneys in attendance, Ted Larsen and B.J. Hess.

Mr. Hernandez reported the website committee has been working on the city's new website, and he gave council a preview. Staff is reviewing all information to ensure accuracy.

Mr. Hyatt stated that the Jerome County treasurer reported an error in their finance reporting which will have an adverse effect on the amount of highway distribution funds coming to the city.

Chief Presnell reported that the fire department recently hired part-time employee Srjdan Duranski to a full-time position.

ADJOURNMENT:

There being nothing further to discuss, this August 21, 2018 regular meeting of the Jerome City Council adjourned at 6:42 p.m.

By:

Mayor David M. Davis

Attest:

Bernadette Gomes, City Clerk