

February 21, 2023

This regular meeting of the Jerome City Council was called to order by Mayor Davis at 5:30 p.m. While council chambers were open to the public, the meeting was also held by teleconference and the public was encouraged to continue with social distancing. The video conference was conducted via Zoom and was made available to all members of the public in a format that allowed all participants to hear the meeting, including all deliberations by members of the Council and other speakers addressing the council, whether in person or via virtual connection, and to comment if so desired, all of which was noted in the agenda, email, and notices at council chambers and on the city's website.

Present: Mayor David M. Davis, Councilman Chris Barber, Councilman Jason Peterson, Councilman Brent "Oop" Johnson, and Councilman Bryan Craig.

Also present were staff members: City Clerk Bernadette Coderniz, Legal Counsel Ted Larsen, City Engineer Tyson Carpenter, Wastewater Superintendent Gilbert Sanchez, Public Works Director Brian Ahrens, Building Official Dave Richey, IT Technician Andy Newbry, Finance Director Ross Hyatt, Library Director Linda Mecham, Human Resources and Planning Services Director Esmeralda Chavez, Fire Chief Mike Harrison, and Police Chief Duane Rubink. City Administrator Mike Williams was excused.

PLEDGE OF ALLEGIANCE:

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

INVOCATION:

An invocation was given by Pastor Chris Carlson with the First Presbyterian Church.

CONSENT CALENDAR:

Those items contained in the consent calendar are as follows:

1. Approve the minutes of the February 7, 2023 regular meeting
2. Approve payment to Starr Corp for the Police Station project for \$189,535.55
3. Approve payment to Lombard-Conrad Architects for the Police Station project for \$5,085.01
4. Approve payment to Lombard-Conrad Architects for Police Station interior design services for \$6,712.50
5. Monthly Department Reports
6. Approve Claims

Accu Sales/Keller Kustoms \$476.00, A-Core of Idaho \$470.00, Air St. Luke's \$4,320.00, All Wireless Communications \$73.50, Amazon Capital Services \$337.93, American Backflow Products Co \$413.06, Associated Business Forms LLC \$1,233.34, Association of Idaho Public Works \$920.00, Auto Zone \$27.98, B & R Bearing \$62.10, Badger Meter \$1,734.61, Bernadette Coderniz \$20.00, Boise Office Equipment \$400.89, Boot Barn \$150.00, Brenntag Pacific Inc \$19,190.31, Brodart Company \$62.79, Bryan Craig \$12.00, B-Z Plumbing \$65.19, Carol Bales \$117.59, CDW Government Inc. \$2,659.12, Center Point Large Print \$94.08, Century Link \$1,463.20, Centurylink Business Services \$325.40, Chase Paymenttech \$1,686.53, Cintas Corporation \$747.10, City of Jerome \$912,885.12, Civicplus \$4,200.00, College of Southern Idaho \$1,540.00, Con Paulos Inc. \$250.00, Consolidated Electrical Dist. \$48.50, Culligan Soft Water Service \$144.50, D & B Supply \$2,855.06, David M Davis \$144.10, Dewitt Diesel

Inc \$2,134.97, Dig Line Inc \$185.13, Dynamic Plumbing LLC \$125.00, Ednetics Inc \$76.71, Electrical Contractors of ID \$3,235.56, Farmore of Idaho \$247.40, First Federal Bank \$2,580.92, Floyd Lilly Co \$157.05, Fred Kenyon Repair Inc. \$70.28, Freedom Electric Inc. \$110.00, Freedom Mailing Services Inc \$2,333.92, Gem State Paper & Supply \$230.59, Gem State Plumbing \$165.69, Gem State Welder's Supply \$958.62, Go-Fer It Express \$781.20, Greatamerica Financial Services \$165.00, H.D.Fowler \$1,654.24, Hach Company \$683.81, Haffners Lock And Key \$110.36, Harvey's Office Plus \$124.19, Heglar Creek Electric LLC \$410.00, High Desert Bobcat \$29,625.74, Home Depot Credit Services \$700.00, Hturbo Inc \$14,114.00, Hydro Specialties Company \$10,038.20, ID Transportation Dept \$792.57, Idaho Power Co. \$82,050.57, Idx Precision LLC \$80.00, Industrial Systems Inc. \$1,766.00, Ingram Book Company \$1,439.83, Integrity Pump Solutions Inc \$57.00, Intermountain Gas Company \$9,857.92, Interstate Battery System ID \$426.85, Interstate Billing Service Inc \$237.88, Intl Assn For Property/Evidenc \$395.00, J & J Enterprises \$212.50, Jackson Group Peterbilt \$7.13, Jerome 20/20 \$20,000.00, Jerome Chamber of Commerce \$40.00, Jerome City Water Department \$1,471.81, Jerome County \$12,409.08, Jerome Printshop \$911.70, Jimenez Auto Repair LLC \$1,978.00, Joe Mama's Car Show LLC \$2,000.00, J-U-B Engineers Inc. \$2,753.88, Kenworth Sales Company \$2,029.93, Les Schwab Tire Centers Inc \$1,921.78, Lexisnexis Risk Solutions \$31.00, Lombard-Conrad Architects P.C. \$11,797.51, Magic Valley Hydraulics & Repair LLC \$281.71, Magic Valley Labs \$9,415.50, Martin Rojas \$18.79, McHugh Bromley PLLC \$3,854.58, Middlekauff \$47.20, Mower Office Systems \$593.99, Munimetrix Systems Corp. \$119.97, MWI Veterinary Supply \$1,158.98, Napa Auto Parts \$1,310.51, Norverto Fregoso \$3.07, O'Reilly Auto Parts \$12.99, Peter Levdanskiy \$135.76, Post Academy \$1,875.00, Prevent Fire LLC S Corp \$690.20, Project Mutual Telephone \$589.84, Psi Environmental Services Inc \$24,685.44, Raul Prudencio-Ortiz \$3,754.04, Region IV Development Assn \$4,625.00, Rexel Usa Inc \$410.14, Ridley's Food & Drug \$572.69, Rodda Paint Company \$833.17, Sawtooth Veterinary Services \$218.75, Signature Equipment Corp \$455.20, Signed Sealed & Delivered \$72.40, Silversky Inc - Dept 106071 \$2,428.59, Skaggs Companies Inc. \$564.64, Skm Inc. \$1,661.25, Smith Promotions \$540.00, Something More \$102.34, Southern Idaho Solid Waste \$967.86, St Luke's \$35.00, Standard Plumbing Supply Company Inc \$50.61, Starr Corp \$189,535.55, Symbolarts LLC \$125.00, Tacoma Screw Products Inc \$22.75, TCE Communications Inc \$871.10, Thatcher Company \$27,558.83, The Fire Store \$2,031.99, Times News \$1,304.15, TLC Rental \$215.00, T-Mobile \$592.64, Tore Up \$35.00, Trace Analytics LLC \$380.59, Treasure Valley Coffee Inc. \$143.74, Trojan Uv \$35,390.06, U.S. Bank Equipment Finance \$492.99, Ugs Medical \$236.98, Underwood Recycling \$156.77, Urgent Care of Jerome - Billing Dept \$165.00, US Bank Credit Card \$31,310.35, USA Bluebook \$8,848.69, Valley Office Systems \$186.11, Verizon Wireless \$3,456.14, Western Refrigeration Service \$248.36, Western Systems Refuse & Recycling \$3,016.52, Western Waste Services \$1,665.71, Wickel Tire Inc \$559.96, Williams Meservy & Larsen LLP \$12,856.42, Winn & Co. Inc. \$1,818.90, Xpress Bill Pay \$1,131.49, Zions Bank Public Financial Services \$56,209.53, Zions First National Bank \$296,068.61.

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

RESOLUTION NO. 01-23:

Mayor Davis stated each position is a reappointment and he spoke with each individual. Ms. Dovenmuelher noted that her position is one set aside for the Chamber of Commerce; all other appointments are those without specific businesses or entities.

Resolution No. 01-23 is in full as follows:

RESOLUTION NO. 01-23

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF JEROME, IDAHO, APPOINTING MEMBERS TO THE JEROME LIBRARY BOARD, AND THE COMMUNITY SPIRIT 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 JEROME LIBRARY BOARD:

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

Deyanira E. Trochez February 2023 – February 2028

SECTION 2. COMMUNITY SPIRIT COMMITTEE:

The following individuals are appointed as members of the Community Spirit Committee to serve a term effective with the date below-written, in accordance with delineation thereof:

Carl McEntarffer	February 2023 – February 2025
Anna Dovenmuehler	February 2023 – February 2025
Chris Barber	February 2023 – February 2025
Kevin Williams	February 2023 – February 2025
Kim Lickley	February 2023 – February 2025
Loralee McKee	February 2023 – February 2025
Will Ritter	February 2023 – February 2025

SECTION 3. EFFECTIVE DATE:

Resolution No. 01-23 shall be effective upon its passage as required by law.

PASSED BY THE COUNCIL this 21st day of February, 2023.

SIGNED BY THE MAYOR this 21st day of February, 2023.

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

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

Councilman Barber made the motion to pass Resolution No. 01-23, 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 Johnson, Councilman Craig, and Councilman Barber. **NAYS:** None.

VIRTUAL PROJECT MANAGER LLC SERVICE AGREEMENT;

Mr. Carpenter stated the software is a tool to be used by Engineering and Public Works staff to manage capital projects and can also be used for internal projects. The software will allow staff to be more efficient in updating project information and keeping track considering the increasing amount of projects handled regularly. Additionally, costs will also be monitored with the software. Upon inquiry by Mayor Davis, Mr. Carpenter explained he had used a similar product with another employer that cost over \$50,000. Councilman Craig inquired about the renewal of the software, and Mr. Carpetner stated if staff finds the software to be useful the contract will be renewed annually. Additionally, contractors and other users will be given a user I.D. in order to access the information under the discretion of the Engineer.

Councilman Barber made the motion to approve a Service Agreement with Virtual Project Manager LLC for implementation and one-year access to Virtual Project Manager software for an amount of \$20,000. Second to the motion was made by Councilman Craig. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Peterson, Councilman Johnson, Councilman Craig, and Councilman Barber. **NAYS:** None.

DISCUSSION ON PARK USE FEES:

Mayor Davis spoke of recent conversations pertaining to park use fees as identified and required in the Jerome Municipal Code, and of the committee that was formed to discuss and recommend potential changes to the code. He spoke of the first recommendation of charging a \$25 park use fee for every applicant but also explained that many use the park without reservations and would not be charged. Another recommendation by staff was to identify a “commercial event” as one lasting more than three hours or having more than 100 in attendance; these applications would charge a refundable fee of \$300 with Public Works staff determining if the party would get the refund based on the condition of the park after the event. The existing application includes the need for additional amenities (power, garbage receptacles, portable restrooms, etc.). The committee also recommended that the clause pertaining to charitable groups under JMC 12.28.035.E be removed entirely so that all entities would be required to submit a refundable deposit. Mayor Davis asked the Council for input on how to proceed.

Extensive discussion ensued regarding to park use fees. Topics of the discussion included the following: reserving parks versus first come, first serve; the fees charged by the Jerome Recreation District; City employees cleaning up garbage left by park users; criteria for how a refund is issued; who would be responsible for inspecting the park after an event; the manpower needed after an event for inspection and clean-up purposes; criteria for using parks for large events; calls to PSI at the City’s expense; requiring a deposit for events that are either more than three hours long or intend to have more than 100 people in attendance; “commercial” events requiring a deposit regardless of time or attendees; including additional criteria on the park

application; fees designed to recoup costs for clean-up and not for a profit; the consensus that the time limit and attendee limits be removed altogether; the option of charging no fee for small events (birthday parties, reunions, etc.); the definition of “commercial” events per code and revising or removing said definition; events for profit versus those which are non-profit but have food vendors; small fee for smaller parties; simplifying the reservation process; reservations to ensure the shelters are available; charging a refundable deposit when vendors are at an event; charging a deposit to any large group; eliminating reservations for private events; \$25 fee plus refundable \$300 deposit for all park users; signs or boards listing reservations at the parks; and, allowing other areas of the parks to be used without reservations. Mayor Davis recommended that the committee fine tune the definition of “events” (i.e. commercial versus community) and Councilman Craig suggested a non-refundable fee of \$25 to reserve the park and a \$300 refundable deposit. Ms. Coderniz and Mr. Ahrens stated the committee will reconvene to discuss this.

COUNCIL REPORTS:

Councilman Craig spoke of the complaints he has received regarding the odor throughout town and specifically near 100 South/Nez Perce, and he inquired about the reason behind the odor (i.e. when milk gets dumped, etc.). Mayor Davis stated the odor issues are supposed to be corrected once Agropur’s pre-treatment program goes online in May. He has been reaching out periodically to Agropur to ensure they are within compliance with their permits. Mr. Sanchez stated the odor comes from tanks which have gone septic, and he briefly explained procedures the industries take to minimize odors

Mayor Davis stated the legislature is reviewing property tax bills introduced including a bill sponsored by House Speaker Moyle and Representative Monks. No other legislative updates were given.

ADJOURNMENT:

There being nothing further to discuss, Mayor Davis adjourned this February 21, 2023 regular meeting of the Jerome City Council at 6:15 p.m.

By:

Mayor David M. Davis

Attest:

Bernadette Coderniz, City Clerk