

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 Council Bryan Craig.

Also present were staff members: City Clerk Bernadette Coderniz, City Administrator Mike Williams, City Attorney Ted Larsen, City Engineer Tyson Carpenter, Public Works Director Brian Ahrens, Building Official Dave Richey, Library Director Linda Mecham, Wastewater Superintendent Gilbert Sanchez, IS Director Carlos Hernandez, Finance Director Ross Hyatt, Accounting and Budget Manager Lori McCrae, Human Resources Manager Esmeralda Chavez, City Planner Ervina Covcic, Fire Chief Mike Harrison, and Police Chief Duane Rubink.

PLEDGE OF ALLEGIANCE:

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

CONSENT CALENDAR:

Those items contained in the consent calendar are as follows:

1. Approve the minutes of the May 3, 2022 regular meeting
2. Monthly Department Reports
3. Approve Claims

A-Core of Idaho \$388.50, Air St. Luke's \$270.00, Amazon Capital Services \$320.58, American Equipment \$2,517.98, American Public Works Assn \$780.00, Andrew S. Newbry \$119.89, Association of Idaho Cities \$885.00, B & R Bearing \$73.54, Badger Meter \$745.82, Beatrice Public Library \$10.95, Bekir Alajbegovic \$52.10, Boise Office Equipment \$496.81, Bound to Stay Bound Books Inc \$55.74, B-Z Plumbing \$19.36, Callen Refrigeration LLC \$316.50, Cayetano Perez \$500.00, Century Link \$1,717.85, Centurylink Business Services \$40.03, Chad Sombke Phd PC \$400.00, Chase Paymenttech \$1,902.95, Cintas Corporation \$189.50, City of Jerome \$572,681.10, City of Twin Falls \$2,500.00, Con Paulos Inc. \$79.07, Conrad & Bischoff Inc \$633.35, Consolidated Electrical Dist. \$58.71, Culligan Soft Water Service \$183.82, D & B Supply \$2,188.47, Danko Emergency Equipment \$440.53, Dewitt Diesel Inc \$1,471.38, Dig Line Inc \$251.21, Ergometrics & Applied Personnel Research \$782.60, Eric's Custom Upholstery \$300.90, Esmeralda Chavez \$481.00, Farmore of Idaho \$5,876.52, Fastenal Company \$90.08, Ferguson Enterprises Inc. \$2,451.36, Floyd Lilly Co \$12.58, Fred Kenyon Repair Inc. \$1,422.27, Freedom Electric Inc. \$288.75, Freedom Mailing Services Inc \$2,141.35, Gary M Hopkins \$48.88, Gem State Welder's Supply \$83.70, Go-Fer It Express \$686.00, Grainger \$184.70, Greatamerica Financial Services \$165.00, Grover Electric & Plumbing \$165.78, H.W. Lochner Inc \$2,669.75, Hach Company \$513.70, Harvey's Office Plus \$113.64, Heglar Creek Electric LLC \$489.00, Holley Construction Inc \$12,960.00, Home Depot Credit Services \$551.78, ID Electric Motor Service Inc \$5,571.20, Idaho Materials and Construction \$681.92, Idaho Power Co. \$71,015.71, Ingram Book Company \$690.49, Intermountain Comm. Inc. \$1,403.45, Intermountain Gas Company \$5,270.17, Interstate Battery System

ID \$253.90, Jerome Chamber of Commerce \$5,015.00, Jerome City Water Department \$613.23, Jerome County \$12,055.31, Jerome Printshop \$109.00, J-U-B Engineers Inc. \$22,662.81, Keller Associates Inc \$154,420.35, Les Schwab Tire Centers Inc \$1,771.83, Local Highway Tech Assit.Council \$120.00, Lombard-Conrad Architects P.C. \$6,877.28, Madison Burk or Matthew Fink \$52.92, Magic Valley Hydraulics & Repair LLC \$6.15, Magic Valley Labs \$11,906.25, Mason's Trophies & Gifts \$151.45, McHugh Bromley PLLC \$1,615.76, Metroquip Inc. \$3,394.34, Mid-Snake Rc&D Council \$50.00, Mike's Repair \$251.64, Mountain View Spraying Inc \$72.00, Mower Office Systems \$149.97, Mr. Steam Carpet Cleaning \$800.00, Munimetrix Systems Corp. \$89.98, Napa Auto Parts \$976.44, Pacific Steel & Recycling \$16.06, Pacificsource Administrators \$4,936.14, Pinnacle Technologies \$3,807.52, Pipeco \$2,555.29, Productivity Plus Account \$25.00, Pro-Flame Inc \$563.41, Project Mutual Telephone \$322.94, PSI Environmental Services Inc \$22,494.02, Quadient Finance Usa Inc \$2,078.00, Rain for Rent Inc. \$12,198.68, Rexel Usa Inc \$214.50, Ridley's Food & Drug \$249.23, Rodda Paint Company \$3,109.42, Ryan's Repair LLC \$5,117.63, Salt Lake Wholesale Sports \$486.36, Sawtooth Veterinary Services \$385.00, Scales NW LLC \$657.00, Signed Sealed & Delivered \$83.96, Silversky Inc - Dept 106071 \$2,269.72, Skaggs Companies Inc. \$3,917.01, SKM Inc. \$1,062.50, Something More \$130.29, Southern Idaho Solid Waste \$5,159.77, Southern Idaho Tourism \$1,000.00, Tfd Enterprises LLC \$14,324.86, Thatcher Company \$14,618.29, The Radar Shop \$1,135.00, Thomas Mong \$100.00, TLC Rental \$518.12, T-Mobile \$259.86, Tore Up \$60.00, Traffic Safety Supply Co Inc \$2,395.77, Treasure Valley Coffee Inc. \$114.54, U.S. Bank Equipment Finance \$475.39, Univar Solutions Usa Inc. \$5,757.50, Urgent Care of Jerome - Billing Dept \$120.00, US Bank Credit Card \$23,900.45, USA Bluebook \$2,675.93, Valley Office Systems \$132.34, Verizon Wireless \$3,446.42, Watertech Incorporated \$2,011.31, Western States Equipment \$5,838.85, Western Waste Services \$1,408.67, Xpress Bill Pay \$1,241.96.

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

OATH OF OFFICE, POLICE SERGEANT:

Mayor Davis administered the Oath of Office to newly promoted Police Sergeant Isaiah Day. Chief Rubink expressed appreciation to the family members of the officers and the support they provide to the department. He stated Sergeant Day has been with the department for three years and has approximately thirteen years' experience in law enforcement. He was pinned by his wife.

OATH OF OFFICE, POLICE SERGEANT:

Mayor Davis administered the Oath of Office to newly promoted Police Sergeant Bekir Alajbegovic. Chief Rubink stated Sergeant Alajbegovic has been with the department for six years and has approximately twelve years' experience in law enforcement. He was pinned by his wife.

OATH OF OFFICE, POLICE OFFICER:

Mayor Davis administered the Oath of Office to Police Officer Amber Perreira. Chief Rubink stated Officer Perreira and completed the College of Southern Idaho program; he is pleased to have her join the department.

RESOLUTION NO. 08-22:

Ms. Chavez stated this resolution amends the holiday section of the employee personnel policy manual to include the Juneteenth holiday as a recognized holiday for staff. This holiday was officially recognized by the federal government in 2021, and the City currently recognizes ten other holidays.

The clerk read Resolution No. 08-22 in full as follows:

RESOLUTION NO. 08-22

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF JEROME, IDAHO, AMMENDING THE EMPLOYEE BENEFITS, HOLIDAYS, SECTION OF THE CITY OF JEROME EMPLOYEE PERSONNEL POLICY MANUAL AND PROVIDING AN IMMEDIATE EFFECTIVE DATE.

WHEREAS, the City of Jerome Personnel Policy Manual was adopted by the City Council on September 19, 2017; and,

WHEREAS, the City of Jerome wishes to make an amendment to the Employee Personnel Policy Manual since it was adopted, Resolution No 15-17; and,

WHEREAS, the amending policy has been reviewed by the City Attorney; and,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Jerome, Idaho, that:

Section 1: Repealing Resolution No. 15-17. Resolution No. 15-17 and any other conflicting resolutions passed prior to this date are repealed in their entirety.

Section 2: Adoption of City of Jerome Employee Personnel Policy Manual. The attachment to Resolution No. 08-22 as Exhibit "A" is hereby adopted as the official City of Jerome Employee Personnel Policy Manual.

Section 3: Severability. If a part of Resolution No. 08-22 is invalid, all valid parts that are severable from the invalid part remain in effect.

Section 5: Effective Date. The effective date of this resolution shall be May 17, 2022.

PASSED BY THE COUNCIL this 17th day of May, 2022.

SIGNED BY THE MAYOR this 17th day of May, 2022.

By:

/s/ David M. Davis

David M. Davis, Mayor

ATTEST:

/s/ Bernadette Coderniz

Bernadette Coderniz, City Clerk

Councilman Barber made the motion to to pass Resolution No. 08-22. Second to the motion was made by Councilman Craig. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Barber, Councilman Peterson, Councilman Johnson, and Councilman Craig. **NAYS:** None.

CAT MINI EXCAVATOR PURCHASE:

Mr. Ahrens stated the water department has two piece of equipment that run daily, one of which is the mini excavator. The mini excavator and backhoe were both purchased approximately twelve years ago, and staff has been setting funds aside to replace one for the past three years. Staff budgeted \$105,000 for a new mini excavator, and the quote received is under the budget; this allowed for the purchase of tools to be utilized in the irrigation department.

Councilman Craig made the motion to approve the purchase of one new Cat 305 CR Mini Excavator with B6 hammer, 39" DC bucket, and Ripper at a purchase price not to exceed \$99,478.00. Second to the motion was made by Councilman Barber. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Barber, Councilman Peterson, Councilman Johnson, and Councilman Craig. **NAYS:** None.

UTILITY EASEMENTS TO TDS TELECOM:

Mr. Williams appeared before Council on behalf of Mr. Carpenter (in attendance via Zoom) regarding the intent of TDS Telecom ("TDS") to install fiberoptic broadband internet throughout the City of Jerome. This will give residents another consumer-paid option for fiberoptic broadband. The network will be routed from two main nodes installed in strategic locations in the City, and TDS has been working with staff to find suitable locations. Two locations were identified: the A Street well site and the 10th Avenue E well site. These locations will not have a negative impact on operations, and TDS has requested permanent utility easements at those sites. The equipment, insurance, and maintenance of the equipment will be the responsibility of TDS. Once approved, TDS will have a surveyor prepare legal descriptions and exhibits for the two locations to be included in the final conveyance of easement documents.

Todd Naylor with TDS joined the meeting via Zoom and stated that the equipment will be locked in a cabinet. He further stated a fence can be installed if Council or staff so desire. Mr. Ahrens stated a fence is not necessary, and Councilman Craig stated the sites would look better aesthetically without a fence. Upon inquiry by Mayor Davis, Mr. Naylor stated there is no concern with children climbing on them. He further stated the cabinets will be insured and are similar to power telecommunications boxes throughout the City.

Councilman Barber made the motion to authorize the Mayor to execute two permanent 16' x 16' utility easements to TDS Telecom for the placement, operation and maintenance of fiber optic facilities. Second to the motion was made by Councilman Johnson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Barber, Councilman Peterson, Councilman Johnson, and Councilman Craig. **NAYS:** None.

MAGIC VALLEY KIDS MARKET VENDOR FAIR APPLICATION REVIEW:

Councilman Craig spoke of previous conversations about being consistent with park fees and waivers for specific events at the parks. He stated the Magic Valley Kids Market Vendor Fair is one which would fall under the category of non-profit and recommended that the park use fees be waived. The funds that were to be paid by Prescott and Craig for park use fees will be donated to City Hall for beautification improvements.

Councilman Barber made the motion to to waive applicable park fees due to civic nature of event. Second to the motion was made by Councilman Peterson. After consideration, the motion

passed unanimously by the following vote: **AYES:** Councilman Barber, Councilman Peterson, Councilman Johnson, and Councilman Craig. **NAYS:** None.

FREEDOM FEST FIREWORKS, LANTIS PRODUCTIONS:

Ms. Coderniz stated staff reached out to a few fireworks production companies for this year's Freedom Fest celebration. Quotes were received from Fireworks West International and Lantis Productions. The Community Spirit Committee reviewed both quotes and recommended moving forward with Lantis Productions this year. Ms. Coderniz noted that the Jerome Municipal Code specifies a \$125 application fee for the display of fireworks; however, when quotes were solicited, the application was not sent as a requirement of providing services. In the future the application will be presented at the time quotes are solicited. Upon inquiry by Councilman Craig, Ms. Coderniz stated the Freedom Fest will be held on Saturday, July 2nd and that the 2023 dates have not yet been discussed. Mr. Williams commented the show has always been on the Saturday before the 4th of July unless Council directs staff to move it to a different date. The selected Saturday has proven to be a success while not interfering with other shows in the area (specifically Twin Falls on July 4th). Upon inquiry by Mayor Davis, Councilman Barber explained there was a multitude of reasons for choosing a different vendor for this year (timing issues, communication issues, etc.). He further stated that Lantis is known locally and will be a good asset to this year's show.

Councilman Barber made the motion to approve contract with Lantis Productions, Inc. for the public display of fireworks at the 2022 Freedom Fest Fireworks show and authorize the mayor to execute the same, and waive the \$125 application fee due to the civic nature of the event. Second to the motion was made by Councilman Craig. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Barber, Councilman Peterson, Councilman Johnson, and Councilman Craig. **NAYS:** None.

AREA OF CITY IMPACT AMENDMENT DISCUSSION:

Mr. Williams spoke of a conversation which took place last fall between the former Planning and Zoning (P&Z) Manager and property owners with the desire to be removed from the Area of City Impact ("ACI"). He defined the ACI as areas near the City that have been identified as areas to be annexed into the City in the future. Ordinances and regulations for those areas must be followed, and the process of developing the ACI is laborous with Jerome County involvement. Mr. Williams stated a rezone application was filed with Jerome County for a specific property; as a requirement of a County rezone the City would need to renegotiate its boundaries of the ACI. A public hearing is required to discuss specifics pertaining to that application and renegotiating boundaries. The ACI was negotiated with the County approximately eight years ago after 2.5-3 years' deliberations, and Idaho Statute requires that it be reviewed and renegotiated, at a minimum, every ten years. In reviewing the ACI it appears there are boundaries that could be justifiably changed, and Mr. Williams stated several have inquired about removal from the ACI. At this time staff is reviewing the City's Comprehensive Plan for revisions; the public input process will last throughout the summer, and a variety of meetings are anticipated in the fall. Mr. Williams is hopeful a plan document will be ready to present to Council in early 2023.

Once the Comprehensive Plan is complete, staff plans to proceed with renegotiations on the ACI. This process includes meetings with County Commissioners for renogiations, a hearing

with the P&Z and ultimately a joint meeting with City Council and County Commissioners. This lengthy process takes time and is not taken lightly. Mr. Williams reminded Council of the application the County received to have property removed from the ACI and he asked Council for feedback (address the request now or wait until after the Comprehensive Plan is complete).

There was extensive discussion regarding the ACI, and topics included: understanding the ACI; the applicant's wish to be removed; requests to be added in and/or out; the unusual pattern with properties included; growth patterns; the extensive process of identifying the ACI; applications reviewed on a case-by-case basis; pride in the people the City serves; examination of the reasons an applicant would wish to be removed; the process of reestablishing the boundaries; reviewing the boundaries on a case-by-case basis versus holding onto several applications at once; the fact that the ACI follows City growth; the size of the existing ACI; requests for annexation into the City; City infrastructure (i.e. 9-mile sewer line that extends to Crossroads Point) and reasonable expectations for annexation; areas that can reasonably be removed; long negotiations due to lack of planning; and, conversations regarding growth and land use. Mr. Larsen stated the property in question is not to be discussed at length at this time, as a public hearing is required to review the application. He also stated it is advantageous for the City and its future to take the Comprehensive Plan and ACI hand-in-hand. Both will help plan how the City will grow and look. Some boundaries seem odd while others show growth: residential growth going north and west, and north and east; commercial growth growing south; industrial growing south and east. The ultimate agreement with the County is that the County will treat applications for land use in those areas according to the City's ordinance. As the City annexes in certain directions, properties will be annexed according to the existing zones. Mr. Larsen spoke of the negotiations and how the area and the ordinances are considered; the area is difficult to renegotiate as zones are reviewed and considered. It is easier to amend the ordinance, and one consideration with the application, is if there are amendments to the ordinance that would appease the applicants. However, the entire zone would be affected by changes, not just one parcel of property. Mr. Larsen spoke of the many meetings between the City and County that took place during the last negotiations for the ACI boundaries. Upon inquiry by Councilman Barber regarding the application in question and potentially amending the ordinance if needed, Mr. Larsen stated a request to simply be removed from the ACI is not reasonable without justification (i.e. issues with lot size). The ordinance can be reviewed by the City and County to determine if the requested adjustments can be made. Councilman Craig agreed that reviewing the ordinance would be better than not reviewing an application once submitted, and Mr. Larsen stated addressing applications on a case by case basis is difficult when an entire zone would be affected by changes. Councilman Barber questioned the intent of the applicant, and Mr. Larsen stated the City's ACI ordinance is preventing whatever action the applicant wants to take. Mr. Williams stated there is the opportunity to review the land ordinance although one property cannot be treated differently than others. Many factors are taken into consideration when determining lot splits in the ACI, and Mr. Williams stated adjustments to one area could cause a domino effect of other applications coming with the same intentions. Mayor Davis commented that staff must be careful in making decisions that would affect those in a particular zone when reviewing requests and spoke of the process during the last ACI negotiations. Mr. Williams noted that some property owners requested to be included in the ACI at the time of negotiations, and Councilman Barber suggested the ACI ordinance be reviewed. Mr. Larsen stated staff will review the needs of the applicant based on their request and consider an

ordinance amendment. Council directed Mr. Williams to work with Mr. Larsen on a potential ordinance amendment. No motion was needed for this action.

BUDGET PRIORITIES:

Mr. Williams reviewed the budget process with Council and provided copies of the FY22-23 preliminary budget. He and the finance department have been meeting with department heads for department needs, budget figures and operational expenses while understanding the existing environment. A challenging budget year is anticipated as the cost of doing business continues to rise (construction costs, fuel costs, etc.) while the City continues to provide existing services, remain competitive with the compensation policy, and work on as many capital projects as are feasible. An increase in water and sewer rates is expected. Mr. Williams provided a Calendar of Events with the following: budget reviews will take place the week of 6/23-6/26; the preliminary budget book out by 7/4; a budget workshop during the week of 7/11; and preliminary budget to be presented to Council on 7/19. The tentative budget will be set on 8/2 and Mr. Williams reminded Council this budget is the maximum amount Council will appropriate in FY23. On 8/16 the appropriations ordinance will be adopted at Council's discretion. He reviewed the City's mission statement and the strategic planning initiatives. Key priorities in the strategic plan were established approximately seven years ago and have been updated in the last years, and they are utilized when setting the budgets and planning projects and programs.

The typical budget drivers include maintaining current levels of service and providing competitive compensation to City employees. Staff was able to fund the new police station but the bid for construction came in approximately 30% higher than anticipated. Revenues are available to move forward with the project and staff will meet with the Construction Manager/General Contractor (CMGC) to review next steps including but not limited to rebidding certain aspects of the plan and looking for opportunities to cut costs. Connectivity and road improvements have been City priorities as well with progress made on bike paths and sidewalks. Mr. Williams asked Council for their input on goals and priorities for staff to consider when preparing budgets for FY23.

Extensive discussions ensued regarding Council's thoughts on areas of importance. Topics of the discussion included: streets chip sealing and maintenance, and potentially working with other cities to share in the purchase of oil; irrigation water delivery; good City infrastructure and pride in City staff; continuing sidewalk projects with new subdivisions; maintenance of City parks and City properties by having additional staff and equipment available; the pleasant and uniform look of public works trucks and police vehicles; pride the citizens have in the City with nice equipment; personnel and parks equipment; the repair of existing sidewalks; water rights and securing additional rights by setting funds aside; a water needs assessment approved by Council last year and engagement with JUB Engineers for a scope to commence the study; the process of attaining additional water rights; evaluating water rights needs and funds to purchase additional shares; water system debt to be paid off within five years; water rights to come in the form of a bond; the discontinuance of irrigation water and process of converting irrigation water rights to domestic water rights; losing quantity of water in the conversion process; the practicality of taking canal water and converting it into potable water; considering watering day assignments (i.e. odd/even water days) for the purpose of water conservation, and a study to justify doing it; attaining water rights with a grant or bond measure; ground material for the playground equipment and equipment replacement; the strength of the parks budget; great work

on the paths; acquiring an easement behind the Stoney Ridge subdivision for additional pathways; extending the pathway towards Lincoln as development occurs; new subdivisions along Lincoln and a 10' wide pathway requirement; consideration for pedestrian safety, especially with new developments; funds from the URA Area 2 closure; setting aside funds for other administrative facilities (i.e. city hall, fire department, etc.) but not letting other projects fall to the wayside; the difficulties in getting bonds approved; the maintenance of bike paths; reduction in levy rates (will most likely happen with the URA Area 2 closure); connectivity and paths near schools and areas where school pedestrian traffic is high; the completion of infrastructure projects (i.e. police station, well tank project, etc.); the park project on the southeast end of town; American Rescue Plan Act (ARPA) funds to be utilized; staffing needs as the population increases (approximately 1,800 new residents in the last ten years) in various departments including fire and police; and, the cost of growth to meet the needs of the citizens.

DEPARTMENT REPORTS:

Mr. Williams stated he plans to present a proposal for potential use of ARPA funds at a future meeting in June. The City received approximately \$2.6 million in ARPA funds. A committee was created and met to discuss recommendations for the best use of the funds. With the presentation, Council will be asked for formal consent to utilize those funds.

Ms. Coderniz stated she will be comparing the City's park use fees (park rental fees, application and deposit fees) with those in surrounding communities to determine the best course for the City.

Mr. Ahrens stated seven seasonal employees were sought for the summer, and one person applied. This may cause some issues with staff working on projects in a timely manner.

ADJOURNMENT:

There being nothing further to discuss, Mayor Davis adjourned this May 17, 2022 regular meeting of the Jerome City Council at 7:00 p.m.

By:

Mayor David M. Davis

Attest:

Bernadette Coderniz, City Clerk