

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 Administrator Mike Williams, City Engineer Tyson Carpenter, Public Works Director Brian Ahrens, Library Director Linda Mecham, Building Official Dave Richey, Wastewater Operations Supervisor Brad Henry, IS Director Carlos Hernandez, Human Resources and Planning Services Director Esmeralda Chavez, Fire Chief Mike Harrison, and Police Chief Duane Rubink,

PLEDGE OF ALLEGIANCE:

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

OATH OF OFFICE – FIREFIGHTER:

Mayor Davis administered the Oath of Office to Firefighter David Yosten. Chief Harrison stated Firefighter Yosten previously worked with San Bernardino County Fire Department for approximately six years before joining the Jerome City Fire Department in 2018 on a part-time basis. He became a full-time employee in 2021, and he has received National Certification as a Fire Instructor I and Driver Operator. Chief Harrison stated FF Yosten is a great addition to the department.

PUBLIC HEARING:

This being the time and place published for the consideration of a request from Gerald Martens for approval on a Final Plat for Stoney Ridge Subdivision Phase 5 containing approximately 8.88 acres, more commonly known as the farm ground to the north of Stoney Ridge Phase 4 to the North of 22nd Avenue East, Jerome, Idaho, the Chair called the public hearing open at 5:35 p.m. and briefly reviewed the procedures that will be followed.

Staff Presentation:

Ms. Clark stated a public hearing was held before the Planning and Zoning Commission (P&Z) on November 8, 2022 to review the preliminary plat. This is the fifth phase of the subdivision in the northeast. The proposed project is a 34-lot, single-family, residential subdivision zoned Residential 1 (R-1). A temporary easement for stormwater and fire turnaround is noted at the west end of 23rd Avenue East. Staff has received a recorded temporary easement for the stormwater but not the fire turnaround. All lots meet the required minimum lot size of 6,250 square feet. The plat shows the development of 23rd Avenue East and the continuation of Hayes and Jackson Streets. All streets will be dedicated to the City. The water and sewer will be extended from Hayes and Jackson Streets and continuing in and through 23rd Avenue East. The

North Side Canal Company (NSCC) has ownership of the M-2 canal located on the east side of the subdivision, running parallel to Tiger Drive. The final plat shows an easement for the NSCC. The P&Z reviewed the application as it related to the Comprehensive Plan, and they took testimony from Gerald Martens, the developer. There was no testimony in favor or in neutral, and one testimony in opposition. Testimony in opposition requested the opportunity to purchase the lot adjacent before it is built upon, and in the public hearing Mr. Martens replied that the opportunity for purchase would be available once the lots opened for sale. The P&Z conditionally approved the preliminary plat with conditions; Phase 4 of the project has been completed.

Applicant Testimony:

Dave Thibault, EHM Engineers, 621 N. College Road, Twin Falls, appeared on behalf of the applicant and stated the next phase is a continuation of an ongoing residential project on the northeast side of town. He spoke of the storm water easement requirement and has obtained the easement along with a sewer, utility, and the temporary turnaround access easements; they are recorded and will be provided to staff. The new phase is located to the north of Stoney Ridge Phase 4 and will be accessed by Hayes and Jackson from the south. There are three lots with frontage along Tiger Drive but no additional access is proposed along Tiger Drive.

Upon inquiry by Mayor Davis, Mr. Thibault stated the storm water retention will be to the north and west of the plat; temporary ponds have been constructed throughout the project and ultimately all storm water will collect on the northern boundary of the property

Testimony in Favor:

Mark Maxa, 810 21st Avenue E, Jerome, President of the Stoney Ridge Homeowner's Association (HOA) asked the developer when the landscaping would be done in the retention pond in Phase 4.

Reply to testimony question:

Mr. Thibault stated when subdivisions are developed landscaping is not required to be finished and installed upon the lots. However, when a landscaper is onsite and adjacent to the storm water retention pond, the developer will attempt to engage them to install underground sprinklers and sod/seeding as appropriate. Subdivisions are finished throughout the year with a six-month optimal window for seeding/planting/sodding and historically the developer has not been held up for an issue of landscaping on a phase. Mr. Thibault stated he is happy to commit to a schedule but has requested that the landscaping be extended to next spring due to the upcoming weather and with the irrigation system closing in mid-October.

Councilman Peterson spoke about the "weed patch" that has developed in the Phase 4 storm water retention pond despite the adjacent lot's development and expressed concern for the homeowners having the burden of landscaping the pond. Mr. Thibault stated he can commit to landscaping the retention pond in the spring if owner Gerald Martens does not have a landscaper already scheduled. Councilman Peterson also inquired about temporary ponds mentioned earlier in the hearing, and Mr. Thibault spoke of temporary easements for the turnarounds. He further stated there are permanent facilities designed for storm water retention that will get landscaped and finalized; the temporary ponds would be filled and ultimately used as building lots in a future phase. He would not recommend that landscaping and underground irrigation be installed on a temporary facility. Mayor Davis confirmed the Phase 4 retention pond is permanent. Councilman Barber noted the weeds around the pond should be maintained until the landscaping is completed although the responsibility of said maintenance has not been clearly identified.

Councilman Peterson noted the homeowner should not bear the initial cost of the pond landscaping, and Mr. Thibault stated Mr. Martens has not turned the property over to the HOA as of today's date.

Mr. Larsen recommended the motion be to approve on the condition that the landscaping for retention pond in Phase 4 be completed by a specific date. Upon inquiry by Councilman Peterson, Mr. Larsen explained that the developer has committed to that condition and if they fail to meet the condition the plat is considered unapproved. Councilman Peterson also inquired about a bike path, and Mr. Thibault stated as part of the construction plan review a request was received to construct a standard 10' wide path along Tiger Drive; this path is included in the construction plans provided to staff. Mr. Williams commented on the east/west path planned in the future. The next phase will be near the half-mile mark where an arterial road will be needed and a bike path can also be installed. Mayor Davis also told Mr. Maxa that he could also reach out to Mr. Thibault regarding Phase 4 developments.

There was no other testimony in favor, neutral nor in opposition to the consideration. There being no further testimony to be heard, the Chair declared the public hearing closed at 5:53 p.m.

STONE RIDGE SUBDIVISION, PHASE 5 FINAL PLAT:

Councilman Barber made the motion to approve the final plat for Stoney Ridge Subdivision No. 5 conditionally upon approved construction plans and recorded easements for a temporary fire turnaround, the permanent utility easement and on the condition that the landscaping is completed on the Phase 4 retention pond and weeds are mitigated by May 5, 2024. Second to the motion was made by Councilman Peterson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Craig, Councilman Barber, Councilman Johnson, and Councilman Peterson. **NAYS:** None.

CONSENT CALENDAR:

Those items contained in the consent calendar are as follows:

1. Approve the minutes of the September 5, 2023 regular meeting
2. Approve payment to Keller Associates and JC Constructors, Inc. for the Wastewater Treatment Plant New Headworks
3. Approve payment to Petersen Brothers Construction for the 10th Street Water Tank Project
4. Approve payment to Burks Excavation Corp. for the Jerome Southside Park Project Monthly Department Reports
5. Approve payment to Civil Science and Idaho Materials & Construction for the Main Street Sidewalks Project
6. Approve payment to Starr Corp. for the Police Station Project
7. Approve Monthly Department Reports
8. Approve Claims

Amazon Capital Services \$60.98, American Backflow Products Co \$469.97, Analytical Laboratories Inc. \$1,128.06, Andersons Inc \$500.28, Andrew S. Newbry \$190.24, Ardurra Group Inc \$16,416.25, B & R Bearing \$341.97, Badger Meter \$976.33, Blue Beacon Truckwash #55 \$96.40, Blue360 Media \$570.18, Boise Office Equipment \$33.28, Brenntag Pacific Inc \$8,854.55, Bullock Automation and Electric

\$1,710.00, Burks Excavation Corp of Idaho \$199,710.74, Campbell Tractor Co. \$103.68, Canyonside Towing Inc. \$75.00, Center Point Large Print \$94.08, Century Link \$1,825.34, Centurylink Business Services \$44.95, Cerium Networks \$7,758.00, Chad Sombke Phd PC \$500.00, Chase Paymenttech \$5,682.40, Chief Duane Rubink \$11.43, Chris Barber \$150.00, Cintas Corporation \$78.34, City of Jerome \$896,634.64, Civil Science Inc \$27,330.13, Clearwater Power Equipment \$127.04, College of Southern Idaho \$1,540.00, Culligan Soft Water Service \$328.49, D & B Supply \$3,860.09, Dewitt Diesel Inc \$2,768.78, Dig Line Inc \$824.67, Ednetics Inc \$174.06, Electrical Contractors of ID \$545.00, Enviro-Clean Intermountain LLC \$2,766.48, Ergometrics & Applied Personnel Research \$750.00, Eric's Custom Upholstery \$95.00, Esmeralda Chavez \$161.52, Farmore of Idaho \$76.16, Ferguson Enterprises Inc. \$961.54, Fife Water Services \$365.00, Freedom Electric Inc. \$720.01, Freedom Mailing Services Inc \$2,461.32, Freeform \$2,030.99, Gem State Paper & Supply \$240.20, Gem State Welder's Supply \$86.49, Go-Fer It Express \$468.60, Greatamerica Financial Services \$165.00, H.D.Fowler \$5,086.30, Harvey's Office Plus \$329.95, Heglar Creek Electric LLC \$5,063.17, High Desert Bobcat \$5,385.79, Home Depot Credit Services \$823.37, Hturbo Inc \$39,877.56, Hydro Specialties Company \$34,046.89, ID Excavators Inc. \$875.00, ID Rural Water Association \$480.00, Idaho Materials and Construction \$81,658.89, Idaho Power Co. \$121,589.38, Ind Elect Motor Serv Inc. \$94.00, Ingram Book Company \$143.90, Integrity Pump Solutions Inc \$15,116.68, Intermountain Fabrication LLC \$310.00, Intermountain Gas Company \$1,207.16, Interstate Billing Service Inc \$335.17, J Constructors Inc \$434,800.90, Jerke, Rod \$285.00, Jerome County \$12,409.10, Jimenez Auto Repair LLC \$5,602.87, Keller Associates Inc \$47,690.59, Kenworth Sales Company \$6.32, Kristy Thacker \$500.00, Kussmaul Electronics \$826.80, Larene Morley \$36.00, Law Enforcement Policy Center LLC \$2,500.00, Les Schwab Tire Centers Inc \$6.99, Lexisnexis Risk Solutions \$32.50, Lifeloc Technologies \$297.26, Lombard-Conrad Architects P.C. \$3,625.00, Lowder's Painting LLC \$2,750.00, M2 Automation \$1,511.36, Magic Valley Labs \$9,178.15, Mchugh Bromley Pllc \$2,454.48, Metroquip Inc. \$35,357.84, Mountain View Spraying Inc \$71.00, Mower Office Systems \$148.98, Munimetrix Systems Corp. \$79.98, Mwi Veterinary Supply \$35.04, Napa Auto Parts \$521.75, Norco \$87.32, Northwest Recreation of Oregon \$5,377.00, O'reilly Auto Parts \$143.63, Overdrive \$5,000.00, Pacific Steel & Recycling \$48.10, Pacificsource Administrators \$5,100.00, Pat Bermingham \$175.00, Penworthy \$395.16, Personnel Plus Inc. \$3,982.31, Petersen Brothers Construction Inc \$389,763.29, Peterson's Reliable Electric \$270.00, Pinnacle Technologies \$210.00, Pipeco \$661.97, Post Academy \$625.00, Premier Truck Group \$55.99, Pro-Flame Inc \$28.01, Proforce \$1,056.60, Project Mutual Telephone \$249.03, Rexel USA Inc \$41.73, Ridley's Food & Drug \$692.35, Rodda Paint Company \$6,703.17, Salt Lake Wholesale Sports \$2,763.45, Sassy Software Solutions LLC \$55.00, Sawtooth Veterinary Services \$340.00, Signed Sealed & Delivered \$228.14, Silversky Inc - Dept 106071 \$2,428.59, Skaggs Companies Inc. \$256.65, SKM Inc. \$455.00, Snake River Hydraulics \$216.20, Southern Idaho Solid Waste \$2,042.82, Spring Cleaning \$800.00, Starr Corp \$73,596.50, Summit Polygraph LLC \$200.00, Symbolarts LLC \$260.00, Tacoma Screw Products Inc \$221.62, Terminix Processing Center \$93.00, Thatcher Company \$22,912.08, The Fire Store \$1,558.70, The Library Store \$257.03, Times News \$2,642.66, T-Mobile \$315.00, Tore Up \$60.00, Treasure Valley Coffee Inc. \$50.70, Tribal Fire Systems LLC \$250.00, Tumbleweed Press Inc \$447.44, U.S. Bank Equipment Finance \$479.79, US Bank Credit Card \$8,937.66, USA Bluebook \$1,019.91, Valley Office Systems \$188.83, Valley Wide Cooperative \$21,228.10, Verizon Wireless \$3,461.21, Webb Landscape Inc \$2,477.67, Weidner & Associates \$5,273.65, Western Refrigeration Service \$167.50, Western Waste Services \$2,017.73, Wickel Tire Inc \$1,027.88, Williams Meservy & Larsen LLP \$12,856.42, Xpress Bill Pay \$1,714.01.

Upon inquiry by Councilman Barber, Mr. Williams stated the payment to Starr Corp. is not the final payment. He added there is a punch list of items to be completed, and Councilman Peterson briefly reviewed the documentation outlining the payment and associated fees.

Councilman Barber made the motion to approve the consent calendar as presented.. Second to the motion was made by Councilman Peterson. After consideration, the motion

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

OATH OF OFFICE – PATROL SERGEANT:

Mayor Davis administered the Oath of Office to newly promoted Patrol Sergeant Scott Campbell. Chief Rubink stated Sergeant Campbell joined the police department in 2017 and has been an asset to the department as an instructor of patrol techniques, and staff is excited for his promotion to Sergeant.

RESOLUTION NO. 13-23:

Ms. Chavez stated the Salary and Hourly Pay Range Tables were established in 2015 based on recommendations from a salary survey conducted by Weaver & Associates. At the time, it was also recommended to review and move the salary tables annually as needed. The tables were shifted by 5% in 2021 and by 3% in 2022. A recent salary study conducted by Ameriben evaluated our various positions and provided market data to help us determine if changes to the salary range were needed. These updates are included in the revised salary tables, and the resolution provides for the following: Shift the Salary and Hourly Pay Range Tables, established in 2015 and previously amended in 2021 and 2022, by 5% and bring those employees who fall below the new minimum range to at least minimum and update salary ranges based on the market data received from Ameriben. The resolution will take effect on October 1, 2023.

The clerk read Resolution No. 13-23 in full as follows:

RESOLUTION NO. 13-23

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF JEROME, IDAHO, AMENDING RESOLUTION NO. 16-22 AND ADOPTING THE SALARY AND HOURLY PAY RANGE TABLES FOR THE EMPLOYEES OF THE CITY OF JEROME; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Jerome’s Compensation Plan was originally adopted in 1990 and amended several times thereafter; and

WHEREAS, the Salary and Hourly Pay Range Tables were established in 2015 and were shifted 5% on February 1, 2021 and 3% on October 1, 2022;

WHEREAS, the Salary and Hourly Pay Range Tables were recently updated to include a 5% shift from the previously amended ones and provide the recommended salary ranges for each position; and

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

Section 1: Amending Resolution 16-22. Resolution 16-22 is amended.

Section 2. Adoption of Revised Salary and Hourly Pay Range Tables. The Mayor and Council of the City of Jerome, Idaho hereby adopt the City of Jerome’s Salary and Hourly Pay Range Tables attached as Exhibit “A”.

Section 3. Effective Date. This Resolution shall be effective on October 1, 2023 and upon its passage and approval by the Jerome City Council.

PASSED BY THE COUNCIL this 19th day of September, 2023.

SIGNED BY THE MAYOR this 19th day of September, 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. 13-23 - Amending Resolution No. 16-22 and adopting the Salary and Hourly Pay Range Tables for the employees of the City of Jerome; and providing for an effective date. Second to the motion was made by Councilman Peterson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Craig, Councilman Barber, Councilman Johnson, and Councilman Peterson. **NAYS:** None.

COUNCIL REPORTS:

Councilman Craig spoke of the new mural on the Tiger Zone building and stated it looks great. He also expressed appreciation to Mr. Richey for getting the City Hall and Council Chambers painted, and commended Public Works employee Manny for the work he does downtown and at the parks.

DEPARTMENT REPORTS:

Mr. Williams spoke of the Carl Nellis Day of Service and noted that there were not many attendees due to other activities scheduled for the same time. He thanked those who participated in the Day of Service down in the canyon to enhance the walking trail including Mr. Larsen and the Jerome High School wrestling team, members of the Community Spirit Committee, other volunteers, and the Jerome City Fire Department for the use of their tools. A member of the Community Spirit will be assigned a lead position to head up the Day of Service next year with a sub-committee of other community members to organize a larger project. He also noted that new signs have been ordered for Council Chambers with the updated City logo. Mr. Williams will be attending the Annual City Manager's Conference during the week of the next Council meeting and will be available by phone if needed.

ADJOURNMENT:

There being nothing further to discuss, Mayor Davis adjourned this September 19, 2023 regular meeting of the Jerome City Council at 6:06 p.m.

By:

Mayor David M. Davis

Attest:

Bernadette Coderniz, City Clerk