

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, and Councilman Brent "Oop" Johnson. Councilman Bryan Craig was excused.

Also present were staff members: City Clerk Bernadette Coderniz, City Administrator Mike Williams, Legal Counsel Ted Larsen, City Engineer Tyson Carpenter, Public Works Director Brian Ahrens, Library Director Linda Mecham, Building Official Dave Richey, Finance Director Ross Hyatt, Accounting and Budget Manager Lori McCrae, Wastewater Superintendent Gilbert Sanchez, IS Director Carlos Hernandez, Human Resources 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.

INVOCATION:

An invocation was given by Jerome Police Department Chaplain Baldwin Camin.

PUBLIC HEARING:

This being the time and place published for the consideration of a request from Angel's Construction Custom Homes, LLC for approval on a final plat of Angel's Subdivision, located at Tax 2210182 Block A-220 Jerome Townsite (NW 18-8-17), more commonly known as the empty field on the East side of North Buchanan Street between 10th Avenue East and Glacier Drive, Jerome, Idaho, containing approximately 1.9 acres, the Chair called the public hearing open at 5:34 p.m. and briefly reviewed the procedures that will be followed.

Staff Presentation:

Mr. Carpenter spoke of the subdivision and noted a public hearing was held before the Planning and Zoning Commission (P&Z) on September 12th to review the preliminary plat. All proposed lots meet the required minimum lot size of 5,000 square feet. The lots range from approximately 8,686 to 9,263 square feet. There are no public or private streets proposed as all lots will be accessed from North Buchanan. Curb, gutter and sidewalk will be constructed on the east side of N. Buchanan for the length of the subdivision; water is existing within the roadway, and sewer will be available. Gravity irrigation will be provided to each lot. During the P&Z hearing there was testimony in favor of the application, and the preliminary plat was conditionally approved. The conditions applied were: Comply with all City of Jerome Department requirements pertaining to needed sewer, water, roads, hydrants, irrigation, construction, and any other needed improvements

Testimony Neutral to request:

Benjamin McCool, residing at 224 12th Avenue E, Jerome, appeared before Council and listed concerns with the proposed subdivision. Concerns included the increased traffic on Buchanan; homes on small lots and the lack of space for parking; the excessive weeds; street parking; and, noise issues. He is pleased with the plans to install sidewalks but fears each home will have a minimum of two vehicles and space for parking will be limited.

Councilman Barber asked for clarification regarding Mr. McCool's concerns, and Mr. McCool stated the space for parking is a big concern. Councilman Peterson commented that the road is not an arterial road and parking is not banned, plus parking restrictions would have to be explored. Councilman Barber spoke of the road size and fire department review for access, and public versus private subdivisions. He further stated the developer cannot control what happens on the streets once the subdivision is built. While Councilman Barber understands the concerns pertaining to parking, he also feels the developer does well with developed subdivisions. Mr. McCool stated he has additional parking at his home so that he does not park on the street. Councilman Peterson commented on the undeveloped property, and Mr. McCool stated he is pleased with a development coming in to fill the empty lot.

Mr. Carpenter addressed Mr. McCool's concerns relating to the condition of the street. Staff evaluates the conditions of the roadways within the City to determine which are in most need of repairs. Buchanan will be cut for the purpose of connecting water, fire hydrants, etc., and it will be widened to meet City standards. Mr. Carpenter stated current street standards require the road be built wide enough for parking and traffic. Additionally, the zoning code requires a minimum of two on-street parking spaces per resident.

Chief Rubink addressed the noise concerns and stated the noise ordinance can be enforced if a formal complaint is made and an officer can witness the noise. A citation can be served if the formal complaint is signed.

Mr. Richey addressed the excessive weeds concern and stated the Code Enforcement official had been in contact with the previous owner to have the weeds removed. With a portion of the property now owned by the City, Mr. Richey stated staff is working with the public works department to remove the weeds. Additionally, he stated Mr. Murillo will have the weeds removed for the new development, and that the development is good for the area.

There was no 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 5:51 p.m.

ANGEL'S SUBDIVISION FINAL PLAT:

Councilman Barber made the motion to approve the final plat for Angel's Subdivision conditionally upon approved construction plans. Second to the motion was made by Councilman Peterson. After consideration, the motion passed by the following vote: **AYES:** Councilman Peterson, and Councilman Barber. **NAYS:** Councilman Johnson.

CONSENT CALENDAR:

Those items contained in the consent calendar are as follows:

1. Approve the minutes of the October 3, 2023 regular meeting
2. Approve payment to Frontier Precision for a portable flow meter at the Wastewater Treatment Plant

3. Monthly Department Reports

4. Approve Claims

Accu Sales/Keller Kustoms \$352.00, Amazon Capital Services \$1,897.82, American Backflow Products Co \$51.75, Andersons Inc \$456.24, Andrew S. Newbry \$87.90, Appliances Etc. \$209.35, Ardurra Group Inc \$29,527.31, Arlene's Flowers \$150.00, Associated Business Forms LLC \$411.96, Association of Idaho Cities \$210.00, B & R Bearing \$180.29, Badger Meter \$1,011.93, Blue Beacon Truckwash #55 \$100.50, Bound Tree Medical \$1,786.50, Brenntag Pacific Inc \$21,792.30, BTJJ Holdings LLC \$42,877.00, Burks Excavation Corp of Idaho \$34,277.28, B-Z Plumbing \$36.94, Canyonside Towing Inc. \$195.00, CDW Government Inc. \$1,183.03, Center Point Large Print \$94.08, Century Link \$1,879.04, Centurylink Business Services \$34.52, Cerium Networks \$1,875.00, Chief Duane Rubink \$24.65, City of Jerome \$889,162.97, Civil Science Inc \$1,204.65, Clearwater Power Equipment \$513.99, Con Paulos Inc. \$3,206.82, Core & Main Lp \$142.00, Culligan Soft Water Service \$209.20, D & B Supply \$1,503.28, Dennis Clark \$48.44, Dig Line Inc \$701.25, Digital Voice Technologies \$795.00, Ednetics Inc \$87.29, Elite Details \$250.00, Emergency Responders Health \$915.00, Enviro-Clean Intermountain LLC \$2,739.52, Eric's Custom Upholstery \$70.00, Farmore of Idaho \$273.33, FBI Command College \$3,400.00, Fife Water Services \$365.00, Fred Kenyon Repair Inc. \$623.76, Freedom Electric Inc. \$200.96, Freedom Mailing Services Inc \$2,481.32, Freeform \$170.00, Gem State Welder's Supply \$1,956.70, Go-Fer It Express \$360.00, Good Olde Mercantile \$1,475.99, Greatamerica Financial Services \$165.00, H.D.Fowler \$514.06, Hach Company \$497.77, Hanson Janitorial Supply Inc. \$234.97, Heglar Creek Electric LLC \$2,379.73, High Desert Bobcat \$1,344.55, Home Depot Credit Services \$888.73, Hub City Building Inc \$295.75, Hydro Specialties Company \$20,817.05, ICRMP \$346,780.00, Idaho Department of Enviro Quality \$12,200.00, Idaho Materials and Construction \$60,463.25, Idaho Power Co. \$103,703.76, Idaho State Police \$1,250.00, Idaho State Tax Commission \$154.28, Ind Elect Motor Serv Inc. \$1,136.00, Industrial Systems Inc. \$2,556.00, Ingram Book Company \$2,168.30, Integrity Pump Solutions Inc \$729.84, Intermountain Gas Company \$1,331.19, Interstate Battery System ID \$142.95, Interstate Billing Service Inc \$4,184.94, Janet Garcia \$35.63, JC Constructors Inc \$677,206.96, Jerome City Water Department \$12,469.69, Jerome Printshop \$114.50, Jerome Urban Renewal Agency \$140,954.45, J-U-B Engineers Inc. \$14,397.00, Keller Associates Inc \$78,370.95, Kids Reference Co. \$401.00, L.N. Curtis & Sons \$8,779.78, Lease Accelerator Inc \$2,575.00, Les Schwab Tire Centers Inc \$931.89, Lexipol LLC \$1,462.00, Lexisnexis Risk Solutions \$32.50, Linda Mecham \$419.20, Linda Mecham- Library Director \$41.29, Local Highway Tech Assit.Council \$300.00, Lytle Signs Inc \$1,278.30, Magic Valley Labs \$10,309.10, McHugh Bromley PLLC \$2,616.88, Mike's Repair \$685.12, Minert & Associates Inc. \$90.00, Mountain View Spraying Inc \$72.00, Mower Office Systems \$149.98, Municipal Emergency Services \$1,778.85, Munimetrix Systems Corp. \$79.98, Napa Auto Parts \$451.89, Northwest Safety Clean \$54.80, O'reilly Auto Parts \$40.78, Overdrive \$5,000.00, Peace of Mind Pest and Lawn LLC \$700.00, Personnel Plus Inc. \$787.25, Petersen Brothers Construction Inc \$63,787.77, Pipeco \$976.32, Prescott & Craig \$92.90, Pro-Flame Inc \$114.87, Project Mutual Telephone \$59.99, Psi Environmental Services Inc \$50,046.58, Quadiant Leasing USA Inc \$899.58, Rain For Rent Inc. \$1,326.12, Rainbow Book Company \$277.69, Region Iv Development Assn \$7,000.00, Renew Churches LLC \$302.50, Rexel USA Inc \$539.26, Rick or Rose Everson \$80.00, Ridley's Food & Drug \$299.05, Rodda Paint Company \$1,108.80, Ross Hyatt \$158.51, Shaw Shooting Inc \$750.00, Signed Sealed & Delivered \$51.09, Silversky Inc - Dept 106071 \$4,861.18, Skaggs Companies Inc. \$1,271.05, Smith Promotions \$300.00, Snake River Hydraulics \$370.95, Something More \$133.53, Southern Idaho Solid Waste \$5,293.62, Spring Cleaning \$1,280.00, Starr Corp \$30,504.50, Terrys Heating & A/C Inc \$446.44, TFD Enterprises LLC \$22,376.70, Thatcher Company \$13,914.03, The Fire Store \$647.61, The Riverside Hotel \$588.00, Times News \$792.82, T-Mobile \$305.68, Tore Up \$25.00, Treasure Valley Coffee Inc. \$453.86, Triple C Concrete \$1,359.30, U.S. Bank Equipment Finance \$479.79, Underwood Recycling \$245.52, US Bank Credit Card \$11,928.26, USA Bluebook \$8,413.98, Valley Office Systems \$269.82, Valley Wide Cooperative \$16,503.38, Verizon Wireless \$4,552.79, Verizon Wireless Services LLC \$100.00, Water Environment Federation \$210.00, Weidner & Associates \$5,000.00, Western States

Equipment \$2,719.64, Western Waste Services \$1,650.51, Wickel Tire Inc \$626.36, Williams Meservy & Larsen LLP \$12,856.42.

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

RESOLUTION NO. 17-23:

Mr. Carpenter spoke of the letter of interest in January submitted to the Department of Environmental Quality (DEQ) for several grants including a water planning grant. Staff was advised that the City was eligible to submit for that grant, and the resolution is to authorize the Mayor to sign and submit the application. The grant will assist with the update of the Drinking Water Facilities Plan; the current plan is from 2014 and it is recommended that the plan be updated every 7-10 years. The grant would provide for 50% of matching grant funds for the project estimated at approximately \$200,000. Upon inquiry by Mayor Davis, Mr. Carpenter confirmed the total cost of the project will be \$200,000. Additionally, Mr. Carpenter stated the process of applying and planning could take up to one year.

The clerk read Resolution No. 17-23 in full as follows:

RESOLUTION NO. 17-23

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF JEROME, IDAHO AUTHORIZING THE MAYOR TO SIGN ALL APPLICATIONS, FUNDING AGREEMENTS, AND OTHER DOCUMENTS RELATING TO THE DRINKING WATER FACILITIES PLAN PROJECT, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City intends to develop a project to update the Master Plans for the Drinking Water Facilities, such project being necessary to determine the needs of the area for health, safety and wellbeing of the people; and

WHEREAS, the Project is to be developed in accordance with the requirements in Idaho “Rules for Administration of Planning Grants for Drinking Water and Wastewater Facilities” (IDAPA58.01.22), Rules for Administration of Wastewater and Drinking Water Loan Funds (IDAPA 58.01.12) and will set forth Drinking Water facilities required to be constructed to serve the needs of the area; and

WHEREAS, the costs of the Project of the Drinking Water facilities are eligible for state funding; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Jerome Idaho, that Mayor is duly authorized to sign applications, grant agreements and amendments, and other documents relating to Drinking Water Facilities Plan Projects.

PASSED BY THE COUNCIL this 17th day of October, 2023.

APPROVED BY THE MAYOR this 17th day of August, 2023.

CITY OF JEROME

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. 17-23 authorizing the Mayor to sign all applications, funding agreements, and other documents relating to the drinking water facilities plan project. Second to the motion was made by Councilman Johnson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Johnson, Councilman Peterson, and Councilman Barber. **NAYS:** None.

SURPLUS PROPERTY – POLICE DEPARTMENT:

Chief Rubink spoke of the lot of bicycles at the police station. Some bicycles were lost/abandoned property while others came to the department as a result of a criminal investigation. The bicycles have been unclaimed and have been in the department's possession for over the minimum 90 days required by Idaho Code. Staff has chosen to utilize the online auction site, publicsurplus.com, for the sale of the bicycles. Upon inquiry by Councilman Barber, Chief Rubink stated the code requires the property to be auctioned. Mr. Williams added that the bicycles could be gifted to another agency. Councilman Barber commented on the possibility of donating bicycles to a local church group rather than go through the process and expense of selling them online. Chief Rubink stated the code could be reviewed further although it currently requires a sale because of their value. They will be sold in one lot and not individually.

Councilman Barber made the motion to declare the following property listed below as surplus property, and authorize the Chief of Police and City Clerk to sell the items by auction: group of lost/abandoned/stolen bicycles in police property. Second to the motion was made by Councilman Peterson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Barber, Councilman Johnson, and Councilman Peterson. **NAYS:** None.

EMPLOYEE BENEFITS PACKAGE:

Ms. Chavez appeared before Council to review the benefit package renewal for 2024. The Employee Benefits Committee reviewed the benefit renewal options as provided by HUB Insurance. We budgeted a 10% increase for the medical renewal. The Pacific Source medical renewal came in with an 8% increase for the existing plan. The Benefits Committee thoroughly discussed a Health Savings Account (HAS) option in addition to the PPO plan. The City would contribute the City's premium savings from the PPO plan for those employees who elected the HSA option. The Benefits Committee recommended staying with Pacific Source as our medical carrier and offering a PPO and HSA option for employees for 2024. Increases were not budgeted for dental nor vision premiums, however we received a 6.1% increase to the Blue Cross PPO Dental plan (\$36.07 to \$38.27) and a 4.7% increase to our Willamette Dental plan (\$44.32 to \$46.40). The Benefits Committee recommended staying with Blue Cross as our dental carrier. The current life, long term disability and vision carrier, LifeMap, was recently bought by another company and will no longer be offering a vision benefit. The committee reviewed options from other carriers and recommended that we move these plans to MetLife; the savings for moving to MetLife will be approximately \$2,000. There was a significant increase in our

renewal premiums from BPA Health for the Employee Assistance Program, from \$3.19 per employee per month to \$5.95 per employee per month; the increase was a result of increased usage of the program. They provided a second option, which consisted of paying a .95 administrative fee per employee per month and funding each visit at approximately \$80 per claim. The BPA plan provides eight sessions per incident, per benefit year, for employees and their dependents. The committee recommended to go with option 2 and fund each visit. The committee also recommended the continuation of the \$300 Wellness benefit (aka the Benny Card) to the Health Reimbursement Account, and to continue charging employees \$50 for medical insurance. The \$50 can be reduced to zero if employees are tobacco-free and complete the annual wellness exam.

A summary of the recommendations for the 2024 year plan include:

- Continue with Pacific Source for our medical plan, and offer a PPO and HSA option for employees;
- Continue with Blue Cross for our two dental plans, PPO and Willamette;
- Move our life insurance, long-term disability and vision plans to MetLife.
- Move the administration of the FSA, HRA plans, HSA, COBRA, and deductible buy-down to E Benefits Administration.
- Continue with BPA Health for the administration of the Employee Assistance Program;
- Continue the \$50 monthly charge for employees for medical insurance. However, this can be reduced back to \$0.00 if the employee and spouse, if on our insurance, are tobacco free and complete their annual wellness exam;
- No change to the health insurance deductible buy-down program;
- No change to the \$300 HRA reward to employees, including spouses on medical, for getting an annual wellness exam

Upon inquiry by Mayor Davis, Ms. Chavez stated a good portion of the employees take advantage of the wellness program. She also provided an example of how the wellness visits can be beneficial to employees. Wellness exams include lab work, blood pressure and heart rate checks, etc. Councilman Barber inquired about how to better encourage employees to get the wellness exams done and if there is a list of those who have not complied. Ms. Chavez stated she has sent reminders to staff regarding the wellness requirements. Mr. Williams stated that individual employees must decide for themselves to choose to participate in the wellness program; the financial incentive and health benefits of doing so are in place.

Councilman Barber made the motion to approve the benefit package for medical, dental, life, long term disability, and vision insurances; approve E Benefits Administration to administer the FSA, HRA, HSA, COBRA and the deductible buy down program; approve BPA Health to administer the Employee Assistance Program and authorize the Mayor to execute the contracts. Second to the motion was made by Councilman Peterson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Barber, Councilman Johnson, and Councilman Peterson. **NAYS:** None.

COUNCIL REPORTS:

Councilman Barber reminded everyone about the annual Main Street Trunk or Treat Event to held on October 31st.

DEPARTMENT REPORTS:

Mr. Williams stated the next City Council meeting will be held on November 7th. A presentation will be given by representatives of the South Central Health District Office regarding funds accepted through an opioid lawsuit and best use of said funds (treatment programs, facilities, etc.).

A bid for the Exit 168/I-84 interchange project was accepted by the Idaho Transportation Department (ITD), and Mr. Williams stated the project should start this winter and is expected to last 18-24 months. A staff member will be assigned to assist ITD with getting messages regarding the project out to the community. The project may be more impactful to residents and travelers next summer.

Notification for the annual leaf pick-up date will be advertised to the public once the date is known.

ADJOURNMENT:

There being nothing further to discuss, Mayor Davis adjourned this October 17 2023 regular meeting of the Jerome City Council at 6:12 p.m.

By:

Mayor David M. Davis

Attest:

Bernadette Coderniz, City Clerk