

March 1, 2022

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, Wastewater Superintendent Gilbert Sanchez, Wastewater Maintenance Supervisor Brad Henry, IS Director Carlos Hernandez, Finance Director Ross Hyatt, Library Director Linda Mecham, Human Resources Manager 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 Pastor Caroline Shoobridge with the First Baptist Church.

CONSENT CALENDAR:

Those items contained in the consent calendar are as follows:

1. Approve the minutes of the February 15, 2022 regular meeting
2. Approve purchase of Chip Seal materials for the Streets Department for a cost of \$144,434.74

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

OATH OF OFFICE – POLICE CHIEF:

Mayor Davis administered the Oath of Office to newly promoted Police Chief Duane Rubink. Mayor Davis expressed pleasure in having Chief Rubink on board and that it was nice to have a qualified applicant be hired from within City Staff. He also thanked those in attendance to support Chief Rubink.

PROCLAMATION – GIRL SCOUT WEEK 2022:

The clerk read the proclamation in full:

NATIONAL PROCLAMATION FOR 2022

**A PROCLAMATION ON THE IMPORTANCE OF GIRL SCOUTS
TO TODAY’S GIRLS**

WHEREAS, March 12, 2022, marks the 110th anniversary of Girl Scouts of the USA, the largest and most impactful leadership program for girls in the world; and

WHEREAS, since our beginnings, Girl Scouts has emphasized public service and civic engagement, and has fostered a sense of community in girls; and

WHEREAS, Girl Scouts works to champion the ambitions, cultivate the talents, and develop the skills of girls to confidently pursue their passions and make the world a better place; and

WHEREAS, during a time when girls are experiencing increased levels of anxiety, stress, loneliness, and depression, Girl Scouts provides community, consistency, and connection for girls, and is a safe haven in all the uncertainty; and

WHEREAS, girls say that Girl Scouts support their mental health and is an accepting, safe space where they feel free to be themselves and where leaders and other girls are sources of support during difficult times; and

WHEREAS, especially in the time of COVID-19, Girl Scouts plays an indispensable role in engaging girls in after school and out-of-school programming and experiences that expand their world and allow them to tap into their inner innovator, change maker, and leader; and

WHEREAS, at a time when civics education is missing from many schools, Girl Scouts engages girls of all grade levels in civics programming that deepens their understanding of democracy and government, prepares them for a lifetime of civic engagement, and motivates them to take action on issues that are important to them; and

WHEREAS, Girl Scouts offers girls 21st century programming in science, technology, engineering, and math (STEM); the outdoors; entrepreneurship; and beyond, helping girls develop invaluable life skills; and

WHEREAS, Gold Award Girl Scouts take on projects that have a measurable and sustainable impact on a community by assessing a need, designing a solution, completing a project, and inspiring others to sustain it; and

WHEREAS, today, more than 50 million women—trailblazers, visionaries, and leaders—are Girl Scout alums who have made the world a better place.

NOW, THEREFORE, I David M. Davis by virtue of the authority vested in me as Mayor of the City of Jerome, Idaho, do hereby applaud the Girl Scout Movement and the Girl Scouts of Silver Sage for providing girls with a safe, inclusive, all-girl space where they can hone their skills and develop leadership abilities, and I declare the week of March 6-12 to be Girl Scout Week.

In the City of Jerome, IN WITNESS WHEREOF,
I have hereunto set my hand on this the
1st day of March, in the year of our Lord
two thousand and twenty-two.

/s/ David M. Davis
David M. Davis, Mayor, City of Jerome

Alyssa Hunter with Troup #437 was in attendance with Girl Scout cookies.

Council signified support with unanimous “ayes.”

REGION IV DEVELOPMENT ASSOCIATION ACTIVITIES UPDATE:

Georgia Dimmick, Disaster Recovery Coordinator with Region IV Development Association (RIVDA) appeared to provide an update on activities and offer assistance where needed. She stated RIVDA is a regional development corporation in the Magic Valley that helps 34 cities and 8 counties. She spoke of the brownfields projects (old or vacated property with possible contaminants) and that RIVDA was awarded \$300,000 to do free assessments throughout the region. RIVDA also applied for a Revolving Loan Fund (RLF), a loan grant program that could help the owner of the brownfield property with the next phase of mediation if needed. Ms. Dimmick spoke of the CARES Act monies and her position as the Disaster Recovery Coordinator seeking funding for small businesses, non-profits, cities and counties. RIVDA wrote 15 successful broadband grants in the region, along with others for Lincoln and Gooding Counties. There are \$225 million in funds that will be available this year for these services. She stated the funding helps with the administrative side of the grants, as the grant writing itself is free.

She also spoke of RIVDA’s assistance with Community Development Block Grant monies for parks, senior centers/community centers, fire stations and fire trucks, and water and wastewater services. Ms. Dimmick stated emergency funding was found through the U.S. Department of Agriculture (USDA) on Emergency Funding for the City of Oakley when one of two wells went dry. RIVDA also has a Revolving Fund Loan (RFL) program for small businesses in-house and through the USDA. In April RIVDA will be hosting four funder resource workshops for community members, cities, and counties looking to speak with a specialist for available funding. Ms. Dimmick stated the Infrastructure Act has been approved although not yet allocated, and there will be opportunities to learn about how those funds can be used. An “All Things Broadband” event will be held in Boise with four speakers discussing broadband and different funding packages available. She spoke of grant opportunities through the Economic Development Association and stated she can look for funds or other types of allocations if given a “wish list” by the City. Upon inquiry by Councilman Craig, Ms. Dimmick stated RIVDA obtained funding for the broadband in Lincoln County under Phase I; Phase II will have fiber going to the home. Councilman Barber spoke of a proposal for fiber-to-home broadband, and Ms. Dimmick spoke of TDS and the broadband plan they put together for Heyburn, Burley, Minidoka and Lincoln Counties and the cities within those counties. She also spoke of cyber security through the TDS broadband plan along with RIVDA’s comprehensive economic plan available to the City if needed. Councilman Craig inquired about ETS and Mr. Williams stated it was a different private company.

RESOLUTION NO. 05-22:

Ms. Coderniz stated this resolution is in reference to Idaho Code 74-101. Effective July 1, 2018 all agencies and municipalities were required to adopt guidelines and identify custodians of public records by January 1, 2019. Resolution No. 11-18 was passed by City Council on August 6, 2018 and lists several department heads (as alternate custodians) who no longer work for the City of Jerome. This resolution will declare records custodians and alternates by position title rather than name to keep up with the changing work environment

The clerk read Resolution No. 05-22 in full as follows:

RESOLUTION NO. 05-22

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF JEROME, IDAHO, DESIGNATING RECORDS CUSTODIAN AND ALTERNATE FOR THE CITY OF JEROME.

WHEREAS, Idaho Code Section 74-101, requires Idaho cities to designate records custodians and alternates to help members of the public who want to request public records; and

WHEREAS, Idaho Code Section 74-101, requires all state agencies and municipalities to adopt guidelines and identify custodians of public records, and

WHEREAS, Resolution No. 11-18 was passed by the City Council on August 6, 2018 naming records custodians and alternates, and

WHEREAS, the names of City Officials may change throughout the years.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Jerome, Idaho, as follows:

The City Clerk designated as the primary records custodian for the City of Jerome for all city departments except for law enforcement records.

The City Administrator is designated as the alternate records custodian for the City of Jerome for all city departments except for law enforcement records.

The Police Department Management Assistant is the custodian of law enforcement records, and The Police Chief is designated as the alternate records custodian for law enforcement records.

The alternate records custodian for each department are listed below:

<u>Department</u>	<u>Alternate Custodian</u>
Administration	City Administrator
Building	Building Official
Engineering	City Engineer
Fire	Fire Chief
Human Resources	Human Resources Director
Information Services	Information Services Director
Library	Library Director
Planning and Zoning	City Planner
Public Works	Public Works Director
Waste Water	Wastewater Superintendent

PASSED BY THE COUNCIL this 1st day of March, 2022.

SIGNED BY THE MAYOR this 1st day of March, 2022.

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. 05-22 designating the records custodians and alternates for 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 Craig, Councilman Barber, Councilman Peterson, and Councilman Johnson. **NAYS:** None.

POLICE STATION UPDATE:

Mike Arrington with the Starr Corporation, Construction Manager/General Contractor (CMGC) for the police station project, appeared before Council to provide information regarding the new police station. He spoke of the Guaranteed Maximum Price (GMP) agreement in place and stated the interior demolition of the building is complete. The design team is nearing completion with their work, and bid packages will be put together for distribution to licensed contractors who can perform the work. The CMGC will follow Idaho statutes and solicit the appropriate number of bids for the project. Mr. Arrington stated it will take a few weeks to put the bid packages together once the design work is complete, and he expects a mid-April bid date. After bids are opened in the presence of City representatives, the CMGC will go to Council for approval of another GMP contract for Phase II of the project by mid-May. He stated the duration of the build out should take less than one year, and they will work diligently to get materials as quickly as possible to keep the project moving forward.

Mr. Arrington stated that, as the CMGC of the project, it is their responsibility to provide estimates throughout portions of the design work. With floor plans and renderings, the estimated budget was approximately less than \$3.4 million. The current estimate, with updated design details, is approximately \$3.8 million. Mr. Arrington believes the increase is driven by the market, an increased cost of materials (electrical, plumbing, HVAC, etc.), and the limited number of qualified contractors. Some items, however, came in better than estimated (steel reinforcing, wood reinforcing, etc.). He spoke of the interior construction and expenses that were not needed upon inspection of the interior of the building. Mr. Arrington noted that one staff member is responsible for reaching out to properly licensed subcontractors to encourage them to bid on the project in an effort to generate as much interest as possible.

Councilman Craig commented on the uncertainty of the supply chain, and Mr. Arrington stated he does not see much improvement in the next six months and that waiting would not make a difference in costs.

TOTAL ORGANIC PROBES PURCHASE:

Mr. Henry appeared before Council regarding a notification system for wastewater spills. He stated the existing notification system allows for an 8-hour period before industries have to report spills or other issues that can affect the treatment plant. The probes would reduce that window to 15 minutes; staff would be immediately notified and could act on them to bypass flows out to the storage ponds. Upon inquiry by Mayor Davis, Mr. Henry stated the probes will be installed at the lift stations; installation anywhere else would require power and communications systems set up at other locations. Additionally, the probes need to be installed in a vault and the infrastructure is already in place at the lift stations. The cost of the probes does

not include installation, and Mr. Henry stated that staff will do much of the installation work with a third party contracted out for the technical and electrical work (i.e. SCADA configuration). Upon inquiry by Councilman Craig, Mr. Henry stated the invoice includes a discount to the City. Mr. Sanchez stated that the \$39,287 is a good investment for the plant as the probes will help avoid extensive flow spills. He reiterated that the probes will notify staff and give staff the ability to act immediately and bypass the flows to protect the facility and keep the City in compliance. Upon inquiry by Councilman Johnson, Mr. Henry stated that four probes will be purchased; three will be installed at separate lift stations which correlate with the four wet industries and one will be installed at the plant. Mr. Sanchez further stated that the probes will allow for flows to be diverted from the membranes to the emergency storage ponds in a timely manner. Additionally, staff will know when those flows started and when they stop so the storage ponds are not used unnecessarily, and staff will be able to identify where the flows came from.

Councilman Barber made the motion to approve the funds for purchase of four (4) Total Organic Carbon probes. Second to the motion was made by Councilman Johnson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Craig, Councilman Barber, Councilman Peterson, and Councilman Johnson. **NAYS:** None.

CHAMBER OF COMMERCE MID-SUMMER FESTIVAL FUNDRAISER:

Loralee McKee and Kevin Williams with the Jerome Chamber of Commerce appeared before City Council to request commercial use of Idaho Central Credit Union (ICCU) and Veteran's Memorial Parks. Ms. McKee spoke of the Mid-Summer Festival Fundraiser and provided a list of sponsorships and activities. Activities will include a corn hole tournament, duck races, a photo booth and a dunk tank. Free activities for families will include 3-legged races, potato sack races, tug-of-war, and a kids' corn hole game. There will also be raffle tickets for sale and activity tickets. She spoke of the duck race concerns from the previous meeting, and after meeting with public works staff, Ms. McKee stated that troughs and an aeration system will be used. The bounce houses will be weighted and not staked down. She stated she spoke with both Chief Rubink and Chief Harrison regarding a barricade for the beer garden; the licensee will provide the barricades and security. Portable restroom facilities will be placed on N. Cleveland and Buchanan, and a map was provided to show Council the approximate location of the beer garden and various activities. She spoke of advanced warning signs for the road closure, and she asked that the City support the event to aid in getting authorization from the Idaho Transportation Department (ITD) to close Main Street. Mayor Davis commented that he signs the applications prior to submitting to ITD. Ms. McKee confirmed that the event will take place on July 16th 11:00 a.m. – 4:00 p.m.

Councilman Barber made the motion to approve the application of the Jerome Chamber of Commerce to hold a Mid-Summer Festival Fundraiser at ICCU and Veteran's Memorial Parks on July 16, 2022 contingent upon paying the required fees, obtaining appropriate permits and providing adequate insurance. 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 Peterson, and Councilman Johnson. **NAYS:** None.

MAGIC VALLEY KIDS MARKET VENDOR FAIR:

Nikki Nelson, president of the Magic Valley Kids Market, appeared before Council to request commercial use of Veteran's Memorial Park for a kids' vendor fair for children ages 5-16 on July 9th. Ms. Nelson stated their non-profit organization was founded in 2019, and they provide entrepreneurship opportunities for children ages 5-16. They have operated in Twin Falls and with a grant received from the Chobani Community Fund, they are looking to expand their market. Children create their own business, rent a booth space at a vendor fair, and sell products to the public; two fairs are held in Twin Falls (summer and fall), and this year they wish to add Jerome and Burley fairs. They will also provide finance and marketing classes to the kids. Ms. Nelson stated they wish to hold the vendor fair on July 9th; children will set up at 8:00 a.m. and the market will run 10:00 a.m. – 1:00 p.m. Upon inquiry by Mayor Davis, Ms. Nelson stated the kids will sell a variety of items including jewelry, crocheted items, fire starters, paintings, artwork, décor and baked goods. Upon inquiry by Councilman Craig, Ms. Nelson stated the vendor fair is advertised and kids register for whichever fair they choose to attend; the rental fee for a booth is \$20 and it includes a marketing book and a tote bag. Additionally, they are also offering marketing and finance classes for the kids prior to the fairs for them to learn about small businesses. Upon inquiry by Mayor Davis, Ms. Nelson stated there were 134 children participated in the first vendor fair in Twin Falls; the last fair saw 197 children participating in the summer fair with approximately 1,000 people in attendance. Councilman Craig and Councilman Barber commended Ms. Nelson and the group for providing these opportunities to the children. Ms. Nelson requested that the application fees be waived as her group is non-profit. Mr. Williams commented that the vendor fair will be held at Veteran's Memorial Park and he recommends that Main Street be closed due to the increased traffic at the splash pad in ICCU Park. Mr. Ahrens stated he will work with the applicant to coordinate the road closure.

Councilman Craig inquired about fee waivers and how they have been handled in the past. Mr. Williams stated if there is a charitable component to a non-profit's event the application fees are generally waived (i.e. Joe Mama's giving back to the community, Christmas in the Park provides free items to the community, etc.). Prescott and Craig will donate the application fees.

Councilman Barber made the motion to approve the application of the Magic Valley Kid Market organization to hold a vendor fair run by children ages 5-16 at Veteran's Memorial Park on July 9, 2022 contingent upon paying the required fees, obtaining appropriate permits and providing adequate insurance and road closure. Second to the motion was made by Councilman Johnson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Craig, Councilman Barber, Councilman Peterson, and Councilman Johnson. **NAYS:** None.

COUNCIL REPORTS:

Councilman Barber commended Mr. Henry for his hard work at the Wastewater Treatment Plant. He stated Mr. Henry is always available and ready to help. He noted that all staff members at the plant are helpful but he wanted to recognize Mr. Henry today.

Councilman Craig spoke about the future and the possibility of considering electric car stations in Jerome for those passing through the area. He also spoke of properties needing to be cleaned up and inquired about the process for when complaints are received. Mr. Williams stated the Code Enforcement Officer will first reach out to the property owner to advise them of the issue. If there is no compliance the property owner is subjected to fines. The City also has the option of abating the property and filing a lien against the property to recover abatement costs if

all other compliance measures fail. Councilman Craig spoke of families who are struggling and would benefit from some assistance. He suggested compiling a list of groups who could clean up properties rather than fine the property owners, some of whom may already be financially strained. Mayor Davis stated the Code Enforcement Officer could provide a list of properties that are not in compliance, and a variety of groups (youth groups, faith-based groups, etc.) could assist with clean up efforts. Mr. Williams stated there is a specific process that must be followed before entering onto someone's property to clean it up, and Councilman Craig recommended reaching out to the property owner to offer the clean up services. Those who are struggling would benefit a great deal from these services. Mr. Larsen stated any voluntary agreement with the property owner would be advisable, and the code is designed to address situations where property owners are non-compliant. Councilman Craig also inquired about RIVDA and broadband services, and Mr. Williams believes the grants assist with infrastructure for those services.

DEPARTMENT REPORTS:

Mr. Williams provided an update on activities in the legislature. The "fix" on House Bill 389 (previously known as the property tax relief bill) was adopted by the House and Senate and signed into law. The Urban Renewal Agency (URA) will now be able to pursue closing out Area 2 this year; 80% of the new construction value of Area 2 will go back onto the tax rolls, and the funds will be available for various projects including the police station. Mr. Williams spoke of a proposal from Senator Rice replacing the property tax with an increase in the sales tax. A bill has not yet been introduced in the legislature and may not appear until next year. If it is introduced this year Mr. Williams will forward the information to Council for review. Bills are being introduced rapidly at this point in the legislature and he will reach out to Council if discussions need to take place for either support or opposition to a bill. Mayor Davis commented on the bill regarding sales tax and a percentage going towards property tax relief.

Ms. Chavez stated she will be forwarding information to staff regarding upcoming Idaho Counties Risk Management Program (ICRMP) training. Some training will be geared towards elected officials and supervisors, and Ms. Chavez reiterated the importance of completing the required training as ICRMP requires 100% participation by staff in order to qualify for certain discounts.

Mr. Ahrens stated a company named TDS Telecommunications is coming to Jerome to provide fiber to every home in Jerome. They will be here for approximately two years, starting construction in May, and Mr. Ahrens stated representatives can come to Council if there are any questions. Councilman Barber stated they are a privatized company that received a grant for services city-wide. They will be providing subscription services in Jerome, Twin Falls and Burley. Upon inquiry by Mayor Davis regarding road cuts (i.e. N. Lincoln), Mr. Ahrens stated the party responsible for the road cut will pay the fee. Additionally, he does not anticipate many road cuts with TDS, and any cuts should be minimal.

Mr. Sanchez stated staff is still cleaning the membranes. There has been a concern with e-coli, and in February the plant was in compliance for 22 of 28 days; in March there will be 100% compliance. He noted the plant came close to the permit parameters (i.e. monthly Total Suspended Solids and phosphorus levels). Upon inquiry by Mayor Davis, Mr. Sanchez stated there have been additional industry violations; staff has been monitoring flow transmissions.

ADJOURNMENT:

There being nothing further to discuss, Mayor Davis adjourned this March 1, 2022 regular meeting of the Jerome City Council at 6:43 p.m.

By:

Mayor David M. Davis

Attest:

Bernadette Coderniz, City Clerk