

April 19, 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 Brent "Oop" Johnson, Council Bryan Craig. Councilman Jason Peterson joined via teleconference.

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, Wastewater Operations Supervisor Thomas Mong, IS Director Carlos Hernandez, Finance Director Ross Hyatt, Accounting and Budget Manager Lori McCrae, 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 Steve Humphrey with the Christian Family Community Church.

CONSENT CALENDAR:

Those items contained in the consent calendar are as follows:

1. Approve the minutes of the April 5, 2022 regular meeting
2. Monthly Department Reports
3. Approve Claims

20-20 Autoglass \$323.84, 4 Seasons Tree Service \$350.00, Amazon Capital Services \$1,530.93, American Equipment \$2,014.14, Andersons Inc \$354.72, Arlene's Flowers \$176.95, B & R Bearing \$26.85, Badger Meter \$707.55, Boise Office Equipment \$30.25, Bound Tree Medical \$649.63, Bradley J Henry \$143.33, Bryan's Carpet Cleaning \$150.00, B-Z Plumbing \$531.86, Center Point Large Print \$47.94, Century Link \$2,001.99, Centurylink Business Services \$45.80, Chase Paymenttech \$1,981.69, Chief Duane Rubink \$15.00, City of Jerome \$817,385.91, Clark & Sons Inc. \$65.00, Coastline Equipment Company \$455.41, Con Paulos Inc. \$134.19, Creative Product Source Inc. \$207.13, Crossroad Point Owners Assn. \$280.00, Culligan Soft Water Service \$320.50, D & B Supply \$2,613.78, Data Support Co Inc \$1,970.99, Dewitt Diesel Inc \$786.39, Dig Line Inc \$235.46, Dr Pipeline LLC \$16,401.60, DWE LLC \$20,572.45, Ednetics Inc \$152.64, Enviro Clean \$6,000.00, Enviro-Clean Intermountain LLC \$2,662.48, Ergometrics & Applied Personnel Research \$178.60, Esmeralda Chavez \$15.72, Eso Solutions Inc. \$111.29, Estate of David Paul Conley \$1,801.00, Farmore of Idaho \$3,318.04, Fastenal Company \$145.57, Floyd Lilly Co \$1,561.98, Fred Kenyon Repair Inc. \$8,607.06, Freedom Electric Inc. \$480.00, Freedom Mailing Services Inc \$2,129.49, Frontier Precision \$5,902.94, Gem State

Paper & Supply \$72.82, Gem State Welder's Supply \$1,099.45, Go-Fer It Express \$414.00, Grainger \$522.12, Greatamerica Financial Services \$165.00, H.W. Lochner Inc \$33,687.44, Hach Company \$2,394.43, Haffners Lock And Key \$7.20, Hanson Janitorial Supply Inc. \$258.17, Harrington Industrial Plastics LLC \$196.79, Harvey's Office Plus \$210.16, Heglar Creek Electric LLC \$1,219.83, Home Depot Credit Services \$1,184.55, Hydro Specialties Company \$11,088.00, ID Rural Water Association \$960.00, ID State Tax Commission \$195.93, Idaho Power Co. \$70,745.27, Idaho State Police \$1,825.00, Industrial Systems Inc. \$163.65, Ingram Book Company \$635.02, Intermountain Fabrication LLC \$1,211.64, Intermountain Gas Company \$10,021.20, Interstate Battery System ID \$126.95, Interstate Billing Service Inc \$484.94, Jason Risley \$47.45, Jerome City Fire Fighters Assoc \$25.00, Jerome City Water Department \$507.68, Jerome County \$12,055.31, Jerome Printshop \$24.50, Kids Reference Co. \$314.60, Larene Morley \$103.00, Les Schwab Tire Centers Inc \$87.03, Libri System \$459.92, Lombard-Conrad Architects P.C. \$20,575.00, Magic Valley Hydraulics & Repair LLC \$89.47, Magic Valley Labs \$9,669.50, Malwarebytes \$4,381.10, Mchugh Bromley Pllc \$806.08, Metroquip Inc. \$739.85, Michael L. Boeker \$225.00, Mike's Repair \$1,683.72, Modern Marketing \$123.14, Mower Office Systems \$472.96, Munimatrix Systems Corp. \$89.98, MWI Veterinary Supply \$440.93, Napa Auto Parts \$726.00, New Tech Security Inc. \$210.00, Northwest Safety Clean \$392.34, P & R Auto Sales \$30,600.00, Pacificsource Administrators \$78,416.22, Pat Bermingham \$150.00, Pet Waste Eliminator \$524.98, Prevent Fire LLC S Corp \$557.00, Productivity Plus Account \$1,049.68, Pro-Flame Inc \$205.58, Project Mutual Telephone \$322.94, Psi Environmental Services Inc \$22,453.22, Quadiant Leasing Usa Inc \$899.58, Rain For Rent Inc. \$24,337.72, Real Tech Inc \$39,287.00, Region IV Development Assn \$2,200.00, Rexel Usa Inc \$120.71, Ridley's Food & Drug \$625.42, Signed Sealed & Delivered \$109.54, Silversky Inc - Dept 106071 \$2,269.72, Skaggs Companies Inc. \$1,279.83, Something More \$99.15, Southern Idaho Solid Waste \$12,440.43, Srdjan Duranski \$52.98, Stopstick Ltd \$2,439.00, Stotz Equipment \$185.91, Superior Door Inc \$277.50, Thatcher Company \$25,335.41, The Riverside Hotel \$1,260.00, Times News \$177.25, T-Mobile \$96.11, Tore Up \$25.00, Traffic Safety Supply Co Inc \$5,602.40, Treasure Valley Coffee Inc. \$160.94, Tribal Fire Systems LLC \$960.00, Trojan Uv \$6,886.72, U.S. Bank Equipment Finance \$471.40, Underwood Recycling \$73.50, Unimed Government Services \$230.69, Urgent Care of Jerome - Billing Dept \$300.00, Us Bank Credit Card \$8,742.76, Usa Bluebook \$5,814.10, Valley Office Systems \$174.48, Valley Wide Cooperative \$51,548.23, Vanguard \$354.91, Var Technology Finance \$22,569.09, Verizon Wireless \$3,372.59, W-Cubed Inc. \$780.00, Weidner & Associates \$865.53, Western Waste Services \$609.22, Western Waste Srv Inc. \$328.79, White Cloud Communications \$80.00, Williams Meservy & Larsen LLP \$12,856.42, Xpress Bill Pay \$1,190.62

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

CITIZEN CORRESPONDENCE:

The clerk read one letter of appreciation for Firefighter Chris Johnson from a citizen for assistance with their smoke detectors, and one letter in appreciation for the Jerome City Fire Department from the Twin Falls Fire Department for their assistance with the recent fire in downtown Twin Falls.

OATH OF OFFICE, POLICE CAPTAIN:

Mayor Davis administered the Oath of Office to newly promoted Captain Anthony Gratzler and welcomed him to his new position.

PROCLAMATION – BUILDING SAFETY MONTH, MAY 2022:

The clerk read the proclamation in full as follows:

**PROCLAMATION
BUILDING SAFETY MONTH — MAY, 2022**

WHEREAS, our City of Jerome is committed to recognizing that our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens, both in everyday life and in times of natural disaster, and;

WHEREAS, our confidence in the structural integrity of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

WHEREAS, these guardians are dedicated members of the International Code Council, a nonprofit that brings together local, state and federal officials that are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, play, and;

WHEREAS, our nation benefits economically and technologically from using the International Codes that are developed by a national, voluntary consensus codes and standards developing organization, our government is able to avoid the high cost and complexity of developing and maintaining these codes, which are the most widely adopted building safety and fire prevention codes in the world;

WHEREAS, these modern building codes include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes, and;

WHEREAS, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our local code officials—who assure us of safe, efficient and livable buildings that are essential to America's prosperity, and;

WHEREAS, "Safety for All: Building Codes in Action," the theme for Building Safety Month 2022, encourages us all to raise awareness about planning for safe and sustainable construction; career opportunities in building safety; understanding disaster mitigation, energy conservation; and creating a safe and abundant water supply to all of our benefit, and;

WHEREAS, each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, I, David M. Davis, Mayor of the City of Jerome, County of Jerome, State of Idaho, do hereby proclaim the month of May 2022 as Building Safety Month. Accordingly, I encourage our citizens to join with their communities in participation in Building Safety Month activities.

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

Council signified unanimous support of the proclamation with all “ayes.”

PROCLAMATION – MUNICIPAL CLERKS WEEK, MAY 1-7, 2022:

The clerk read the proclamation in full as follows:

**PROCLAMATION
53RD ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK
MAY 1 - MAY 7, 2022**

WHEREAS, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

WHEREAS, The Office of the Professional Municipal Clerk is the oldest among public servants, and

WHEREAS, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

WHEREAS, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

WHEREAS, The Professional Municipal Clerk serves as the information center on functions of local government and community.

WHEREAS, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

WHEREAS, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

NOW, THEREFORE, I, David M. Davis, Mayor of the City of Jerome, do recognize the week of May 1 through May 7, 2022, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerk, Bernadette Coderniz, and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 19th day of April, 2022

Mayor: _____/s/ David M. Davis

Attest: /s/ Bernadette Coderniz

Council signified unanimous support of the proclamation with all “ayes.”

FINANCE DEPARTMENT TREASURER’S REPORT:

Mr. Hyatt reviewed the quarterly treasurer’s report with Council and briefly reviewed the contents of the report. The report is for activity through March 31, 2022 and shows year-to-date actual figures, actual to budget figures for the current year and the last three years, and the three-year prior average figures. The General Fund show a slight decrease in revenue for the same time period compared to 2021 due to the receipt of CARES Grant Funds in 2021, but revenue sources are as budgeted; expenditures are also as expected. Revenues in the Street fund are

slightly lower than 2021 due to the federal and state grant funds received in 2021. Mr. Hyatt noted the 68% in transfers are due to the City's contribution towards the Shepherd's Park tennis courts project in the amount of \$96,000. Expenditures are in line with staff expectations. In the Library fund, revenue sources have come in as planned and expenditures are on target although slightly lower than the three-year average. Park Fund revenues include the \$96,000 contribution for the Shepherd's Park tennis courts project along with block grant funding in the amount of \$198,000. Operating and capital costs were also higher compared to prior years due to the ongoing project.

In the Irrigation Fund, Mr. Hyatt stated revenues are at 99% of what was budgeted, and the expenditures are slightly lower due to less spending in the operating supplies budget. Staff anticipates the operating supply funds to be spent throughout the coming months. Revenues and expenditures in the Sanitation Fund are as expected so far this year. Revenues in the Water fund are at 44% compared to the three-year average of 37%. Mr. Hyatt anticipates these figures to be adjusted once the year-end journal entries are made after the audit is complete. Expenditures are on track with the three-year trend. Similarly, figures in the Wastewater Fund will be adjusted with the year-end journal entries. Revenues are tracking according to budget. However, due to an unforeseen incident at the plant, operating costs increased significantly at 71% compared to the three-year average of 49%. Mr. Hyatt noted that the operating supplies and repair, maintenance and equipment costs are over budget due to the unfortunate plant incident. Mr. Sanchez has been advised of these figures, and Mr. Williams stated some of the issues are ongoing. Membranes are expected to be back fully online within the next thirty days. Fines and surcharges will be assessed for those industries that exceeded permit limits, and staff will look into opportunities to recoup some of those costs. Reserve revenues (savings) are adequate to cover the excess costs at this time, and Mr. Williams commended the Wastewater Treatment Plant staff for their efforts in bringing the plant back to nearly normal operations and in compliance.

PUBLIC WORKS VEHICLE PURCHASE:

Mr. Ahrens spoke of the request and stated the budget includes \$52,000 for a used dump truck. The department has one 10-wheel dump truck with a cracked frame that no vendor wanted to repair; it is currently out of commission. In the search to replace it, staff found there was a limited supply of dump trucks that are difficult to obtain. Mr. Ahrens requested that Council approval the ability to spend the funds if there is no time to return to Council with information on the actual dump truck prior to a purchase (only samples were shown to Council). Extensive discussion ensued and topics included: the need for a 10-wheeler dump truck versus the possibility of purchasing a 6-wheeler if one becomes available; the ability to purchase a 10-wheeler in the new budget year; not using a plow with the existing dump truck; plows in the streets department and high quotes on new plows; and, staff actively seeking a dump truck and giving discretion to Mr. Ahrens with the purchase. Mr. Williams commented that, per the City procurement policy, any purchase over \$10,000 must have formal Council approval. However, if Council is comfortable with approving the expenditure without the product, staff can proceed and continue to search for one. He further stated that flexibility may be needed in this situation due to the difficulty in obtaining good and services during these times.

Councilman Barber made the motion to approve the purchase of one used dump truck with a purchase price not to exceed \$52,000.00, and for Mr. Ahrens to purchase at his discretion with Mr. Williams' approval to be ratified in the future. Second to the motion was made by

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

BURNHAM WASTEWATER BIO-GAS BOILER REPAIRS:

Mr. Mong appeared before Council to discuss the repairs needed at the Wastewater Treatment Plant. He spoke of the boiler loop that was installed in 2019. Upon inspection in 2021 a hole was found in one of the 90 internal tubes and it was determined the hole was caused by corrosion. At the time of the installation of the boiler loop there had not been a corrosion chemical treatment injected into it. Additionally, all internal tubes were in need of replacement due to the corrosion. Since the initial inspection in 2021, staff has been trained and are monitoring the boiler loop for the correct levels of chemical addition to the system. Despite these efforts, the repairs are still needed. Upon inquiry by Councilman Johnson, Mr. Mong stated that, since the time of this discovery, the appropriate chemicals have been pumped into the system to stop further corrosion, and chemical levels have been closely monitored. Upon inquiry by Mayor Davis, Mr. Mong stated that with proper maintenance the internal tubes should last 7-8 years. He further stated that a new boiler was installed after these issues were discovered but has not had the same stresses and has been running well. Councilman Craig inquired about the installation and Mr. Mong stated the boiler loop in question was installed during the construction process in 2019.

Councilman Barber made the motion to approve repairs to existing Burnham Wastewater Biogas Boiler for the total price of \$13,090.00. Second to the motion was made by Councilman Johnson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Johnson, Councilman Craig, Councilman Barber, and Councilman Peterson. **NAYS:** None.

HACH SERVICE PARTNERSHIP RENEWAL:

Mr. Sanchez spoke of the existing partnership with Hach Company; they supply the Phosphax machine which monitors phosphorus levels and applies chemicals accordingly. Additionally, they monitor the Ultraviolet (UV) Transmittance probe for necessary levels of UV disinfection. The Hach Phosphax phosphate monitoring system was approved by City Council in 2014 and the department has had an ongoing service contract with Hach Company. The system consists of equipment that requires maintenance; the internal parts can be costly if they fail. The service contract allows for replacement of the equipment as needed along with routine maintenance. Upon inquiry by Mayor Davis, Mr. Sanchez stated that company representatives come to the plant on a quarterly basis. Additionally, they monitor the system's functions and come to the plant for immediate action if needed.

Councilman Barber made the motion to approve the funds for the renewal of the Hach Service Partnership. Second to the motion was made by Councilman Craig. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Johnson, Councilman Craig, Councilman Barber, and Councilman Peterson. **NAYS:** None.

BIO TOWER PUMP VARIABLE FREQUENCY DRIVE (VFD) REPLACEMENT:

Mr. Henry requested funds to purchase and replace a 150 horsepower Variable Frequency Drive (VFD) and explained that it controls the flow pumped over Bio Tower #2. The VFD's were in stalled in 2019 and seven have been replaced so far. He also explained the function of the VFD's (speed up and slow down electric motors). The VFD's replaced were kept for spare parts and other VFD's at the plant have been repaired utilizing said parts. However, this particular VFD made by Eaton cannot be fixed. Councilman Johnson commented on the horsepower motor and Mr. Henry stated these are the biggest at the plant. The quote includes the VFD plus installation and reprogramming as the brand of the new VFD is different than originally installed (Eaton). Councilman Craig inquired about the life of the VFD. Mr. Henry stated they come with a one-year warranty. He briefly explained the issue with the Eaton VFD (expired warranty, purchasing another VFD, and the lack of quality with the product). Mr. Williams noted that the new VFD will not be an Eaton product, and Mr. Henry stated the ABB products have been reliable thus far.

Councilman Barber made the motion to approve funds to purchase and replace Bio Tower 2 feed pump 150 horsepower VFD. Second to the motion was made by Councilman Craig. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Johnson, Councilman Craig, Councilman Barber, and Councilman Peterson. **NAYS:** None.

COUNCIL REPORTS:

Councilman Barber thanked the fire department staff for their assistance with this year's Easter Egg Hunt Breakfast. Attendance was good and the event was a success.

DEPARTMENT REPORTS:

Mr. Williams stated the bid opening for the new police department building has been pushed back due to other large bids on the market at the same time. He anticipates a May 12th bid opening and a contract award presented to City Council on May 17th. Starr Corporation is the Construction Manager/General Contractor (CMGC) on the project and upon approval of the bid, the project will move forward. The City Wide Clean Up Day will be held on May 7th; staff will identify areas of town and specific properties needing attention (those of the elderly and/or disabled). The Urban Renewal Agency (URA) sent a letter to the taxing entities notifying them of the Agency's desire to close out the Southeast Industrial Park (URA Area 2). This will result in substantial new construction value that can be claimed by the taxing districts within their upcoming budgets. Mr. Williams stated City Council will be required to approve an ordinance officially closing out Area 2 in August or September after the URA passes a resolution declaring its intent to close out.

Mr. Ahrens announced the first day for irrigation water delivery will be on May 2nd.

ADJOURNMENT:

There being nothing further to discuss, Mayor Davis adjourned this April 19, 2022 regular meeting of the Jerome City Council at 6:18 p.m.

By:

Mayor David M. Davis

Attest:

Bernadette Coderniz, City Clerk