

**April 20, 2021**

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 Robert Culver, Councilman Chris Barber, Councilman Brent "Oop" Johnson and Councilman Jason Peterson.

Also present were staff members: City Clerk Bernadette Coderniz, City Administrator Mike Williams, City Attorney Ted Larsen, City Engineer Tyson Carpenter, Building Official Dave Richey, Public Works Director Brian Ahrens, Wastewater Superintendent Gilbert Sanchez, IS Director Carlos Hernandez, IS Field Technician Andy Newbry, Finance Director Ross Hyatt, Accounting and Budget Manager Lori McCrae, Planning and Zoning Manager Ida Clark, Human Resources Manager Esmeralda Chavez, Fire Chief Mike Harrison and Police Chief Dan Hall.

**PLEDGE OF ALLEGIANCE:**

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

**INVOCATION:**

An invocation was given by Pastor Nathan Harris with Jerome Bible Baptist Church.

**CONSENT CALENDAR:**

Those items contained in the consent calendar are as follows:

1. Approve the minutes of the April 6, 2021 regular meeting
2. Monthly Department Reports
3. Approve Claims

Accu Sales/Keller Kustoms \$210.00, A-Core of Idaho \$257.50, Advantage Archives \$2,045.00, Amazon Capital Services \$314.26, American Public Works Assn \$760.00, Argo Company \$636.23, Ashley Rush \$29.73, Associated Business Forms LLC \$388.95, Atlas Business Solutions Inc. \$672.00, Auto Zone \$40.19, B & R Bearing \$177.70, Badger Meter \$532.22, Boise Office Equipment \$27.50, Bonneville Blue Print Supply \$669.98, Bound to Stay Bound Books Inc \$55.48, Bound Tree Medical \$5.09, Brodart Company \$147.77, Builders Firstsource \$93.88, Canyonside Towing Inc. \$75.00, Carla Colfack \$30.95, Center Point Large Print \$88.08, Century Link \$1,822.70, Centurylink Business Services \$77.86, Chase Fultz \$61.44, Chase Paymenttech \$1,840.33, Cintas Corporation \$1,792.82, City of Jerome \$815,249.09, City of Twin Falls \$2,500.00, Coastline Equipment Company \$814.50, Con Paulos Inc. \$70.98, Crossroad Point Owners Assn. \$248.53, Culligan Soft Water Service \$122.10, D & B Supply \$3,093.03, Daniel Hall \$21.73, Dell \$230.40, Dewitt Diesel Inc \$1,566.18, Dig Line Inc \$228.18, Don's Irrigation LLC \$6,603.22, Electrical Contractors Of ID \$3,350.69, Farmore of Idaho \$1,764.83, Fastenal Company \$330.46, Ferguson Enterprises #3007 \$203.09, Ferguson Enterprises Inc. \$59.88, Fireworks West Internationale \$5,090.88, Floyd Lilly Co \$45.18, Fred Kenyon Repair Inc. \$7,020.03, Freedom Electric Inc. \$232.57, Freedom Mailing Services Inc \$2,041.56, Gem State Welder's Supply \$419.74, Greatamerica Financial Services \$242.96, Greg or Jenny Blake \$120.00, Guillermo Garcia \$31.85, Hach

Company \$2,500.77, Hanson Janitorial Supply Inc. \$101.77, Harvey's Office Plus \$468.44, Healthy Earth Enterprises LLC \$183.22, Hydro Specialties Company \$1,031.17, ID Electric Motor Service Inc \$415.53, Idaho Materials and Construction \$43,907.50, Idaho Power Co. \$62,443.35, Idaho State Police \$1,718.75, Idaho State Treasurer's Office \$500.00, Ingram Book Company \$818.26, INLA \$75.00, Intellichoice Inc. \$2,400.00, Intermountain Gas Company \$5,284.25, Jeffery Rosa \$59.67, Jerome City Water Department \$340.52, Jerome County \$10,271.14, Jerome Printshop \$90.00, Joe Mama's Car Show LLC \$2,000.00, J-U-B Engineers Inc. \$43,094.06, Katie Elliott \$7.00, Kenworth Sales Company \$2,266.93, LDA Security LLC \$163.05, Les Schwab Tire Centers Inc \$2,129.26, Lexisnexis Risk Solutions \$32.50, Local Highway Tech Assit.Council \$60.00, Magic Valley Labs \$8,758.75, Malwarebytes \$4,118.59, Maxwell Products Inc \$2,418.43, McHugh Bromley PLLC \$331.32, Metroquip Inc. \$1,944.09, Michelle Blunt \$47.00, Mike's Repair \$605.80, Monsen Engineering LLC \$98.00, Mower Office Systems \$49.00, Napa Auto Parts \$450.01, NCL of Wisconsin Inc \$198.61, New Tech Security Inc. \$210.00, Northwest Safety Clean \$204.70, O'Reilly Auto Parts \$315.39, Pet Waste Eliminator \$182.99, Petersen Brothers Construction Inc \$396.04, Pinnacle Technologies \$415.00, Plant Foods Incorporated \$2,583.00, Post Academy \$125.00, Prescott & Craig \$60.00, Productivity Plus Account \$859.49, Pro-Flame Inc \$470.36, Project Mutual Telephone \$309.54, PSI Environmental Services Inc \$20,908.85, Quadient Leasing USA Inc \$899.58, Raymundo Nelson \$15.34, Re Investors \$64.49, Rexel USA Inc \$1,044.00, Ricoh USA Inc \$102.05, Ridley's Food & Drug \$99.99, Rocio Ruiz \$500.00, RSCI \$59,087.62, Rusty or Keira Walgamott \$265.36, Sawtooth Veterinary Services \$415.00, Signed Sealed & Delivered \$46.22, Silver Creek Supply \$975.24, Something More \$54.33, Southern Idaho Solid Waste \$11,873.44, Southern Idaho Tourism \$1,000.00, SPF Water Engineering \$19,997.10, Stopstick Ltd \$1,934.00, Stotz Equipment \$646.92, Superior Door Inc \$130.00, Thatcher Company \$12,049.80, The Radar Shop \$1,021.00, Times News \$478.81, T-Mobile \$298.13, Tore Up \$35.00, Traffic Safety Supply Co Inc \$3,019.22, Trafficalm Systems LLC \$155.96, Treasure Valley Coffee Inc. \$148.65, Triple C Concrete \$715.00, Tri-State Tire Jerome \$59.95, U.S. Bank Equipment Finance \$467.77, Underwood Recycling \$31.34, Urgent Care of Jerome/Twin Falls \$75.00, US Bank Credit Card \$6,073.81, USA Bluebook \$364.68, Valley Office Systems \$273.59, Valley Wide Cooperative \$26,726.41, Var Resources Inc \$22,569.09, Verizon Wireless \$3,380.50, Viewu \$3,267.00, Western Waste Services \$1,207.34, Williams Meservy & Larsen LLP \$12,856.42, Wolverton Homes \$14.88, Wright Physical Therapy \$60.00, Xpress Bill Pay \$943.71, Young CDJR of Burley \$61,580.00, Zoro Tools Inc \$420.20.

Councilman Culver made the motion to approve the consent calendar as presented. 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 Culver and Councilman Johnson. **NAYS:** None.

**PROCLAMATION – BUILDING SAFETY MONTH:**

The clerk read the proclamation in full is as follows:

**PROCLAMATION  
BUILDING SAFETY MONTH – MAY 2021**

**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**, "Prevent, Prepare, Protect. Building Codes Save," the theme for Building Safety Month 2021, encourages all Americans to raise awareness about the importance of safe and resilient construction; fire prevention; disaster mitigation, and new technologies in the construction industry.

**WHEREAS**, each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety 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 2021 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 CLERK'S WEEK:**

The clerk read the proclamation in full as follows:

**PROCLAMATION  
51<sup>ST</sup> ANNUAL MUNICIPAL CLERKS WEEK  
MAY 2 – MAY 8, 2021**

**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 2 through May 8, 2021, 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 20<sup>th</sup> day of April, 2021

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 appeared before council with the quarterly treasurer’s report and reviewed it at length. The report included the adopted budget with revenues/expenditures and actual figures as of March 31<sup>st</sup> plus the same figures for previous years in the General fund. He noted the \$407,000 CARES Act monies received but not budgeted that are reflected in the year-to-date figures through March 31<sup>st</sup>. Additionally, he noted the purchase of the building for the new police station was also reflected in the report. In the Street fund, Mr. Hyatt noted that total revenues are as budgeted. Expenditures are at 37% of the operating budget due to the \$65,000 budgeted for the Local Highway Technical Assistance Council (LhTAC) Transportation Master Plan. Library and Park funds are trending as planned. In the Irrigation fund, Mr. Hyatt stated that 100% of revenues were received as expected and slightly higher than last year’s 92%, and expenditures trended slightly higher due to expended operating supplies, repairs, etc. The Sanitation fund figures came in as expected, and capital expenditures in the Water fund were lower than in previous years through March 31<sup>st</sup>. He concluded with the report by noting that the Wastewater fund revenues are tracking according to budget but lower than in previous years because of the federal grant funds received in those years; expenditures are trending well.

### **OPTIPLEX 7080 COMPUTERS PURCHASE:**

Mr. Hernandez appeared to request approval of the purchase of fourteen (14) computers included in this fiscal year’s budget. The computers with monitors and speakers will replace

aging computers and will go to the following departments: Public Works (3); Wastewater (3); Police (3); Fire (2); Library (2); and, Finance/Utility (1).

Councilman Culver made the motion to approve the purchase of 14 OptiPlex 7080 computers with monitors and speakers for a total cost of \$18,405.38. 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 Culver and Councilman Johnson. **NAYS:** None.

**CHANGE ORDER – IDAHO MATERIALS & CONSTRUCTION AND MATERIALS PURCHASE – FERGUSON WATERWORKS:**

Mr. Carpenter spoke of the bridge replacement on W. Main Street and the City's sewer line which needed to be relocated. The bridge has been rebuilt and the sewer line needs to be reinstalled and reconnected. Staff chose to issue a Change Order to Idaho Materials & Construction for \$8,200. Materials for the project were pre-ordered (\$2,774.61) separately through Ferguson Waterworks to ensure that they would be available for the project. Upon inquiry by Councilman Johnson, Mr. Carpenter confirmed that the total approval requested is for \$10,974.61. Upon inquiry by Mayor Davis, Mr. Carpenter confirmed that the sewer line would be attached underneath the bridge, and that the movement of fluids should prevent any freezing to occur. Additionally, he confirmed that gravity flow will continue with a six-inch pipe.

Councilman Culver made the motion to approve a change order to the Idaho Materials & Construction contract and a material purchase from Ferguson Waterworks for the SH25 Bridge Sewer Relocation project for the amount of \$10,974.61. 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 Culver and Councilman Johnson. **NAYS:** None.

**CONTRACT AWARD – TOMS CONCRETE CONSTRUCTION LLC:**

Mr. Carpenter identified two streets projects needing concrete work, the Date Street pathway and the Roen/Tiger Drive intersection. The Date Street pathway was partially constructed in 2020, and the project will now involve the installation of concrete curb and gutter and ADA ramps with the end result similar to the walking path along 10<sup>th</sup> Avenue E. The Roen/Tiger Drive intersection involves the installation of concrete curb and gutter, valley gutter, ADA ramps and sidewalk. Mr. Carpenter noted that the City negotiated with the developer for the curb/gutter/sidewalk intersection in exchange for other items (site distance, irrigation, easements etc.) and the intersection will match the others on Tiger Drive. Public Works crews will do the excavation and prep work and the specialized concrete work will be completed by Toms Concrete Construction.

Councilman Culver made the motion to approve a contract award to Toms Concrete Construction LLC for the N. Date St. Pathway and Roen Intersection Concrete projects for a total bid of \$39,240.00. 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 Culver and Councilman Johnson **NAYS:** None.

### **CONTRACT AWARD – DWE LLC:**

Mr. Carpenter stated that the sewer line on S. Lincoln and Avenue H has a significant blockage due to a broken piece of pipe which needs to be removed. The pipe needs to be repaired to restore flow and prevent sewer overflows but the repairs cannot be made until the piece is removed. He explained that DWE LLC was available to do the work immediately.

Councilman Culver made the motion to approve a contract award to DWE LLC for the S Lincoln and & H Avenue Sewer Repair project for a total bid of \$25,000.00. 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 Culver and Councilman Johnson **NAYS:** None.

### **CONSTRUCTION MANAGER/GENERAL CONTRACTOR RANKING AND CONTRACT NEGOTIATIONS:**

Mr. Williams stated staff is requesting the approval of the ranking of proposals for Construction Manager/General Contractor (CMGC) services for the new police station and to authorize negotiations with Starr Corporation (Starr). Two proposals for the CMGC services were received after the Request for Qualifications (RFQ) was issued: Starr Corporation located in Twin Falls and ESI Incorporated (ESI) located in the Treasure Valley area. He stated both proposals complied with the scope of work addressed in the RFQ and both were capable entities to remodel the recently purchased building for the new police department. A committee consisting of City staff and Mayor Davis determined that the proposal submitted by Starr was most qualified, and their approach to budgeting and scheduling was appealing to the committee. The City has had a working relationship with Starr in the past, and staff recommends that Starr be ranked #1 and ESI be ranked #2. Staff also recommends that contract negotiations with Starr be approved to move forward with the project. Upon inquiry by Councilman Peterson, Mr. William stated that ESI is headquartered in Meridian. They have done many public safety buildings including fire stations and they are doing work for Agri Beef and other projects in Twin Falls.

Councilman Culver made the motion to approve the approve ranking of proposals for Construction Manager/General Contractor services as presented and authorize contract negotiations with Starr Corporation. 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 Culver and Councilman Johnson **NAYS:** None.

### **DEPARTMENT REPORTS:**

Mr. Williams commented that the state legislature went back into session on April 6<sup>th</sup> and that there has not been new legislation proposed regarding property tax relief although a draft bill was circulating. Staff is waiting for information to provide feedback on what might be proposed. He spoke about a proposed bill regarding City elections and the requirement that they occur on even calendar years to coincide with presidential elections and hopefully result in higher voter turnout. Mr. Williams expressed concern that this proposal could cause national issues to move focus away from City issues. He stated the House will vote soon and is uncertain if it will pass in the Senate. Additionally, there is confusion regarding the terms of existing seats and changing the cycle could have a negative impact on the terms of certain individuals.

The City Wide Clean Up Day will be held on May 1<sup>st</sup>. Mr. Williams stated that Keller Williams/Councilman Barber will be sponsoring the event and staff is hopeful the community will step in and participate in the clean up efforts throughout the needed areas of the City. He spoke of painting projects that will take place at a later date as part of Operation Face Lift; funds have been donated and designs will be submitted to the Planning and Zoning Commission for approval.

**ADJOURNMENT:**

There being nothing further to discuss, Mayor Davis adjourned this April 20, 2021 regular meeting of the Jerome City Council at 6:18 p.m.

By:

\_\_\_\_\_  
Mayor David M. Davis

Attest:

\_\_\_\_\_  
Bernadette Coderniz, City Clerk