

COMMISSIONER MINUTES

March 28, 2011

The Cassia County Board of Commissioners met this day with Chairman Dennis Crane, Paul Christensen and Bob Kunau, Board Members; Alfred E. Barrus, Prosecuting Attorney; Joseph W. Larsen, Clerk of the Board, and Kerry D. McMurray, County Administrator, present.

MEETING AGENDA – 2ND AMENDED

The 2nd Amended Board of Cassia County Commissioners Meeting Agenda for this date that was publicly posted was presented for approval of the Board. Commissioner Christensen made a motion to adopt that agenda as amended, seconded by Commissioner Kunau, followed by a unanimous yea vote.

QUARTERLY JAIL TOUR

At 8:00 a.m. the Board along with the Minidoka County Board conducted their quarterly tour of the Mini-Cassia Criminal Justice Center. Administrator McMurray asked jail review questions of MCCJC Director Darwin Johnson regarding procedures, safety, health of inmates, and potential problems. There are currently one hundred twenty-seven (127) housed in the jail and there was no reported sickness or inmate complaints. Johnson indicated that they were in the process of removing rubber base board and preparing to paint that area as well as some doors. He wants to propose in their next year's budget the repair the facility's roof. They are in the final stages of having their new computer software up and running and are looking into updating or replacing two computers. Commissioner Christensen requested that they provide capital budgeting proposals for the next 5 to 10 years.

PREVIOUS WEEK'S MINUTES

The Commissioner Minutes for March 21, 2011, were discussed. A motion was made and seconded to approve. Roll call vote was unanimous with Commissioner Kunau, Commissioner Christensen and Chairman Crane all voting yea.

CORRESPONDENCE

The Board reviewed the following:

1. "A Growing Nuisance" article regarding rock snot moss problem to be given to Gordon Edwards to review.
2. Invitation from the Department of Commerce to participate in their Idaho Rural Forum on April 21, 2011, at 9:00 a.m. at Idaho Fish and Game Building in Jerome.
3. Homeland Security Senior Official's Workshop on April 14, 2011, at the Idaho State Police Region 4 Headquarters in Jerome.
4. Response from Senator Darrington regarding letter from Commissioners on three House Bills of concern to the County.
5. Fill out ballot for Amy Bennett et al. Kunau made a motion to fill out ballot as requested, seconded by Commissioner Christensen, followed by a unanimous yea vote.
6. Invitation to the 2011 Eastern Idaho Non-Profit Forum to be held on April 13, 2011.

CALENDAR

The Board reviewed the following:

1. 7:00 a.m. Tuesday, March 29, 2011 – Economic Development at Chamber of Commerce
2. 7:00 p.m. Thursday, March 31, 2011 – Citizen's Against Drugs at King Fine Art Center
3. 12:00 p.m. to 2:00 p.m. Thursday, March 31, 2011 – Luncheon for Citizen's Against Drugs at the Fairfield Inn
4. 10:00 a.m. Wednesday, March 30, 2011 – Solid Waste Meeting

JURY SUMMONS ISSUES

Clerk Larsen requested that Jury Commissioner Elizabeth Kenner and Sheriff Randy Kidd be present for a discussion regarding jury summons non-response. Larsen indicated that the Clerk's office and the Jury Commissioner were working hard to try and elicit better response from those summoned for jury duty. Their goal was to decrease the burden of the Sheriff's office service to have those non-respondents show cause. Kenner and Larsen detailed the current procedure of database editing for accuracy. They use death reports from Social Security, local newspaper obituaries, voter records, vehicle registration, driver's license records, white page internet searches, repeat mail requests, and phone calls. A general discussion of additional ideas on helping the situation took place.

DEPARTMENT HEAD MEETING

Randy Kidd (Sheriff) – Kidd indicated that their manpower is currently down but they are continually keeping busy. They have had one (1) retirement, three (3) injuries. One injured officer has been assigned to the jail and may be re-assigned to the Sheriff's Office if position is still available once medical issues are resolved. They are currently reviewing two (2) applicants for their department and are looking to fill the position vacated at Deputy Marizza's retirement. A new procedure is being implemented on emergency first responder calls being limited to QRU where they are available to avoid confusion.

Patty Justesen (Treasurer) – Justesen indicated that the County's cash balance is depleting and recommended that spending be closely watched. The State of Idaho had called the Treasurer's office to recover homeowner restitution from someone who claimed a homeowner exemption that shouldn't have. Her office will work closely with the Assessor's office to resolve the issue.

Dwight Davis (Assessor) – Davis indicated that all Homestead Exemption letters have been sent out from his department. They are also on schedule with personal property and splits. He indicated that the Tax Reduction and Homeowner's Exemption program is now administered by the State of Idaho and needs to be in by April 15th.

Amber Prewitt (Adult Probation) – Prewitt indicated that there are currently seven hundred fifty-two (752) active probationers; 317 level II's and 66 level III 3's. All SCRAM units are currently out. She presented to the Board a contract from Secure Alert for demonstration of monitoring equipment. The Board reviewed the contract and Commissioner Christensen made a motion to have the Board accept and sign that contract, seconded by Commissioner Kunau, followed by a unanimous yeas vote. She will watch the trend to see if she needs to purchase more monitoring units and will include them in next year's budget request. Janitorial service changes were approved at the last in Probation Meeting. They approved Janitorial Plus Windows, a subsidiary

of Personnel Plus, Inc. and that contract needs to be approved and signed by the Board. The costs are \$144/week to provide janitorial service and essential supplies for cleaning. Their personnel will not be allowed in the Probation Offices without a background check. Commissioner Kunau questioned the agreement and the rate of pay as being more than the County custodial employees. Administrator McMurray indicated that the custodial department would not be able to absorb the Probation Office with their shortage of personnel. Commissioner Kunau made a motion to accept the cleaning service, seconded by Commissioner Christensen, followed by a unanimous yeas vote. Rocky Mancias, a newly-hired probation officer is doing well. Prewitt presented to the Board four (4) Xerox copy machine contracts to be accepted and signed by the Board. Commissioner Christensen made a motion to sign and accept those contracts, seconded by Commissioner Kunau, followed by a unanimous yeas vote.

Darwin Johnson (MCCJC Director) – Johnson indicated that their clerical computer was in need of replacement as it cannot handle the current new software requirements. The control room computer needs will be reviewed by Ben from Stephenson's Computer Consultants to make a recommendation as to upgrade or replacement. They implemented 12-hour work week is running smoothly. They want to add a supervisor to each shift if the budget would allow such.

Joel Packham (Extension Office) – Packham thanked the Commissioners for sending letter of appreciation to 4H volunteers. Chairman Crane expressed the desire to send letters of appreciation to other departments as requested. Gordon Edward's (Weed Control) is attending an invasive species meeting and is unable to be here today. Costs for out-of-town travel for the Extension office for upcoming events are covered by grants. The Board advised Packham that costs for travel not be an expense burden to the county where avoidable.

Joseph W. Larsen (Clerk) – Larsen reported on the elections to be held under Idaho's new Consolidate Election Law and the attendant additional costs related to that. He reported on a presentation to the Board earlier regarding jury summons non-compliance. Judge Hodges computer concerns were addressed last week with the Fifth District Court Administrator Linda Wright and Larsen. Those concerns have now been resolved. The Recorder's Office will be involved with more indexing of digitized documents with cross-training with the Court Assistance Clerk. The Auditor's Office will begin next fiscal year's budgeting process and a request for cooperation of each department was requested as we will be involved with budgetary constraints from potential loss of funding federally as well as from the State.

Al Barrus (Prosecuting Attorney) – Barrus indicated juvenile situations have kept their office busy. The Legislature is entertaining HB302 regarding the providing of public records at no cost for the first 100 documents. That will present additional work on behalf of the Prosecutor's and the Recorder's Office as well as loss of revenue should that law pass. Chairman Crane asked Clerk Larsen to prepare an email representing the County's opposition to this House Bill.

Kerry McMurray (Administrator) – McMurray presented a revised Cassia County Employee Benefits form that County employees all need to sign. That form details contact information for benefits offered. McMurray also provided a Photo Use Release form for department heads to have employees sign who agree to allow the County's use of their photo. Barrus requested that

to be emailed to department heads. Deadline is Thursday for the ICRMP Online University for employees regarding County Personnel Policy, driving safety, and sexual advancement prevention. 76% of the County employees have participated and we need to achieve 80% to receive a monetary reduction of the County's ICRMP premium. McMurray indicated Planning & Zoning ordinance changes are in the works and hearings will begin in April.

COUNTY EXPENDITURES

The Board reviewed the County's Payables Approval Report dated March 18, 2011. A motion was made and seconded to approve the report and the roll call vote was unanimous with Commissioner Kunau, Commissioner Christensen and Chairman Crane all voting yea.

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| CURRENT EXPENSES | 104 | \$1,551.98 |
| INDIGENT FUND | 105 | \$11,315.49 |
| DISTRICT COURT FUND | 106 | \$1,882.00 |
| WEED & PEST FUND | 108 | \$348.00 |
| COMMUNITY COLLEGE FUND | 113 | \$68,000.00 |
| COUNTY ELECTION FUND | 116 | \$206.68 |
| ASSESSOR TRUST FUND | 123 | \$274.53 |
| JUSTICE FUND | 130 | \$661.07 |
| CASSIA COUNTY BENEFITS TRUST | 148 | \$76.22 |
| ADULT MISDEMEANOR PROBATION | 149 | \$575.65 |
| | TOTAL | \$84,891.62 |

BOARD OF EQUILIZATIONS MATTERS

At 10:48 a.m. Commissioner Christensen made a motion to go into session to consider Board of Equalization matters, seconded by Commissioner Kunau, followed by a unanimous yea vote. Assessor Davis indicated that there were no other Homeowners Exemptions. The Board returned to regular session at 10:50 a.m.

ASSESSOR'S OFFICE

At 10:50 a.m., Assessor Davis presented that his office would be sending out reminders for the Property Tax Reduction (Circuit Breaker Program). They conducted a survey on the public's desire for the use of debit/credit cards for transactions in the motor vehicle division of the Assessor's office. Over 250 respondents were in favor of that and he would like to investigate further allowing the use of debit/credit cards as other counties making use of that payment vehicle. Commissioner Christensen made a motion to allow Dwight to investigate credit/debit card use for use in his department, seconded by Commissioner Kunau, followed by a unanimous yea vote. Davis indicated there will be a Board of Equalization training at the Burley City Council room on April 28, 2011, starting at 8:30 a.m.

OAKLEY ODD LOT APPRAISAL – PAT MERRIGAN

At 11:00 a.m., a discussion was to take place with Pat Merrigan to clarify results of his County requested appraisal of an odd lot piece of property in Oakley. This was to resolve ownership issues between the County and Laroy Mabey. Merrigan did not show up for the meeting. He had been asked by Administrator McMurray for justification in that appraisal of that

odd lot qualifying as a building lot in the City of Oakley. Contact will be made again with Merrigan regarding that request.

USFS AND BLM

At 11:30 a.m., the Board met with Jim Tharp, Assistant Field Manager from the BLM and Scott Nannenga, ranger for the USFS.

Tharp indicated that the Gateway draft is due out in September and that cattle grazing on BLM property will begin on April 1, 2011. A monitoring meeting for the Cottrell Energy project will be held tomorrow, Tuesday, March 29, 2011.

Scott Nannenga indicated that the USFS's new office building on Hiland Avenue is progressing. Their lease expired and that necessitated the building of a new facility. Testing towers, bringing the total to four (4) are going up in the South Hills area. Experimental drilling of test holes at Mineral Gulch will take place in June or July. Nannenga discussed disposition of a two (2) acre piece of property with shipping pens in Elba and asked if the County had interest in purchasing that at appraised value. He indicated that there was no frontage as part of that property. The Board will consider. Christensen asked about property leased for cabins on USFS ground. The USFS is slowly increasing their lease costs.

EXECUTIVE SESSION

At 11:17 a.m. it was proposed by Commissioner Kunau and seconded by Commissioner Christensen that the Board convene in Executive Session under Idaho Code Section 67-2345(1)(d) with Commissioner Christensen voting yea, Commissioner Crane voting yea, and Commissioner Kunau voting yea. The purpose and general tenor of the meeting was to discuss medical indigent matters. Welfare Director Susan Keck presented to the Board who accepted the following: Certificate of Denial on Case # 2011-039, # 2011-015, and # 2011-025; Notice of Lien and Application for Medically Indigent Benefits for Case # 2011-045; Assignment for Collection on Case # 2010-078, # 2010-032, # 2010-113, # 201106, # 203133, # 2009-005, # 205082, # 2010-087, and # 2010-035; Certificate of Approval on Case # 2011-022, # 2011-031, and # 2011-023; Order of Reimbursement on Case # 2011-022, 2011-031, # 2011-023; Re-sign of Subordination Agreement on Case # 2000-985; and Approval of Medication for Case # 2011-007. Following the discussion, the Board returned to regular session at 11:37 a.m.

EXECUTIVE SESSION

At 10:35 a.m. it was proposed by Commissioner Christensen and seconded by Commissioner Kunau that the Board convene in Executive Session under Idaho Code Section 67-2345(1)(f) with Commissioner Crane voting yea, Commissioner Christensen voting yea, and Commissioner Kunau voting yea. The purpose and general tenor of the meeting was to discuss pending litigation. Following the discussion, the Board returned to regular session at 10:47 a.m.

EXECUTIVE SESSION

At 10:52 a.m. it was proposed by Commissioner Christensen and seconded by Commissioner Kunau that the Board convene in Executive Session under Idaho Code Section 67-2345(1)(b) with Commissioner Crane voting yea, Commissioner Christensen voting yea, and Commissioner Kunau voting yea. The purpose and general tenor of the meeting was to discuss employee matters. Following the discussion, the Board returned to regular session at 12:05 p.m.

LUNCH

At 12:15 p.m. the Board departed for lunch at Canton Restaurant.

RECESS

Meeting was recessed until 9:00 a.m., Monday, April 4, 2011.

OTHERS IN ATTENDANCE AT TODAY'S MEETING

Renee Wells – The Voice, Stacey Hughey – The News Journal, Laurie Welch – The Times News

ATTEST:

/s/

Joseph W. Larsen, Clerk

APPROVED:

/s/

Dennis Crane, Chairman