



Cassia County Board of Commissioners

Commissioner Chambers

1459 Overland Ave.

Burley, ID 83318

www.cassiacounty.org

Board Chairman:

Dennis Crane

Phone: (208) 878-7302

Fax: (208) 878-9109

Board Members:

Paul Christensen (District #1) ~ pchristensen@cassiacounty.org

Bob Kunau (District #2) ~ bob.kunau@cassiacounty.org

Dennis Crane (District #3) ~ dcrane@cassiacounty.org

Monday, April 9, 2012

The Board of Cassia County Commissioners met in regular session on Monday April 9, 2012, at 9:00 a.m. in the Commissioner Chambers of the Cassia County Courthouse.

THOSE PRESENT:	County Commissioners:	Dennis Crane, Chairman Paul Christensen Bob Kunau
	Clerk of the Board:	Joseph W. Larsen
	Prosecuting Attorney:	Al Barrus
	County Administrator:	Kerry D. McMurray
	News Media:	Jay Lenkersdorfer – Weekly Mailer
	Gateway Task Force:	Brent Stoker Von Gibby Kent Searle Doug Pickett
	State Representative:	Rep. Fred Wood

- 1) 9:00 AM AMENDMENT TO AGENDA
 - a) 11:40 AM item on agenda for Resolution No. 2012-005 included incorrect information and needs to be changed to “Assessor’s Office” instead of “Welfare Office.”
 - b) 9:50 AM item on agenda for County policy adoption included incorrect information and needs to be changed from “research” to “resources.”
 - c) Gateway West meeting during lunch.

9:10 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO AMEND THE AGENDA WITH PRESENTED CORRECTIONS AND ADDITIONS. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 2) 9:11 AM CALL TO ORDER, PLEDGE OF ALLEGIANCE, REVIEW CALENDAR, MINUTES, AND CORRESPONDENCE
 - a) CALENDAR
 - i) Jail Meeting at 8:00 a.m. Tuesday, April 10, 2012

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- ii) Tea Party “Meet the Candidates” meeting to be held at 7:00 p.m. Thursday at 1346 Overland Ave. in Burley
 - iii) JPO employee candidate interviews for Commissioner Christensen and Clerk Larsen to begin at 1:30 p.m. Friday, April 13, 2012, at the Juvenile Probation Office in Rupert
 - iv) IAC Welfare Conferences for Commissioner Christensen and Clerk Larsen will be held Tuesday through Thursday, April 17-19, 2012, in Idaho Falls
 - v) Commissioners Community Meeting in conjunction with elected officials will be held following regularly scheduled Board Meeting in the afternoon of Monday, April 16, 2012, at the Declo Fire Station.
 - vi) IAC Board Meeting for Commissioner Christensen will be held Wednesday through Friday, April 25-27, 2012, in Sun Valley
 - vii) Department Head Meeting at 12:00 p.m., April 12, 2012, in the Juvenile Courtroom with the topic of “Hostile Work Environment” presented by Sheriff’s Deputy Kevin Horak
 - viii) Mini-Cassia Transportation Meeting at 7:00 a.m. Wednesday, April 11, 2012
- b) CORRESPONDENCE
- i) Veteran’s Service Bulletin
 - ii) Bonneville Power Administration Journal for April 2012
 - iii) Thank you note from Paul Young for flowers provided by the County for the funeral of his father and former Cassia County Coroner, C. Bruce Young
- c) APPROVAL OF MINUTES

10:30 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE MINUTES OF THE BOARD FROM APRIL 2, 2012. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

3) 9:15 AM DESIGNATION OF POLLING PLACES FOR PRIMARY ELECTION

- a) Clerk Larsen presented the Cassia County May 15, 2012 Primary Election Polling Place form for approval from the Board.
- b) Larsen indicated that the polling place for the Declo Precinct has been recommended for relocation from the Declo High School to the Declo LDS Church Family History Center to facilitate compliance with ADA, HAVA, and Consolidated Election requirements.

9:20 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO ACCEPT AND SIGN ESTABLISHED POLLING PLACE DESIGNATIONS AS PRESENTED BY THE ELECTIONS OFFICE. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

4) 9:22 AM ARCHIVAL OF RECORDER’S OFFICE RECORDS

- a) Clerk Larsen indicated that there would be five plus external hard drives with more than 225,000 digitized records from the Recorder’s Office project with US Imaging and the Utah Genealogical Society that is in need of off-location storage. The optimum storage is low light and low humidity.
- b) It was determined that the Assessor’s Office or the Prosecutor’s Office would be suitable for that storage.

5) 9:25 AM BOARD OF EQUALIZATION

- a) Assessor Davis indicated there was no need for BOE today.
- b) Davis indicated that Circuit Breaker and Homeowner Exemption deadline is Monday, April 16, 2012. Any who have questions or concerns can call the Assessor’s Office.

- 6) 9:28 AM DISCUSSION OF COUNTY ORDINANCE FOR REQUIRING TAX SATISFACITON PRIOR TO SPLITS AND COMBINATIONS
- a) Treasurer Patty Justesen expressed concern that when properties split or combine it shows on all properties in question. Satisfaction of tax liability at the time of a split and combination would help to clean the property tax record. Justesen contacted other counties and they are using an in-county policy agreement between the Assessor's and the Treasurer's offices to see that taxes are paid prior to splits and combination actions. Davis opined that it is in the best interest of the taxpayer as well as the County. According to Justesen, some transactions are between family members and the appropriate process never gets completed and that taxes flow with the property.
 - b) Barrus discussed the statute and indicated that procedures with counties in the state for splits and combinations are varied. He further indicated that the proposed procedure is a good policy. The Board asked Barrus to work on a draft for the Treasurer and Assessor to review. Once completed it was suggested to provide the Recorder's Office and Title companies with the adopted policy or ordinance.
- 7) 9:40 a.m. There was a discussion of the new agenda outline. Barrus suggested moving some items to the back of the agenda that may have less importance with public participation. He also suggested no time be designated for a break and for tighter time scheduling for items discussed. It was determined that the agenda outline was to facilitate community participation through a specific time assigned for topic of discussion and that it was a work in progress subject to change along the way.
- 8) 9:53 AM DISCUSSION OF COUNTY POLICY REGARDING REQUEST FOR USE OF COUNTY RESOURCES
- a) Sheriff Kidd presented the need to consider the use of County resources by an adopted policy.
 - b) A prepared draft policy was read by Commissioner Kunau.
 - c) Kidd commented that this allows elected officials and department head to have guidance on dealing with requests for private entity and/or public entity use of County resources.
 - d) McMurray, Kidd, and Barrus all said this provides a guideline for fairness to all entities. The Board concurred and Chairman Crane asked for a final proposal be brought before the Board for approval in establishing a policy.
- 9) 10:08 AM COMMUNITY MEETING PLANNING
- a) The first Community Commissioner Meeting is scheduled for Declo next Monday.
 - b) McMurray will work up an agenda and the meeting will start at 1:30 p.m. and we need to provide some folding chairs.
 - c) Clerk Larsen inquired as to public notice and getting the word out about the meeting. McMurray indicated that it will be noticed as a public meeting and will be in the press as well as posted at the Country Store in Declo.
 - d) Chairman Crane recommended that the Board deal with issues pertaining to the community where that community meeting will take place.
 - e) Barrus suggested going through things done by the Board in that meeting. Official business, however, needs to be done during regularly scheduled meetings in the Commissioner's Chambers. Clerk Larsen suggested that elected official be outlined on the agenda for this meeting to go over items of interest in their departments.
- 10) 10:16 AM BREAK
- 11) 10:37 AM TELEPHONE CONFERENCE WITH LCA REGARDING JUDICIAL COMPLEX
- a) The Board initiated a call with LCA Architects with President Steve Simmons leading the discussion on behalf of LCA and Chairman Crane on behalf of the County.

- b) LCA has put things on hold to look more at budget numbers considering concept number two as previously presented by LCA. LCA contacted an independent contractor from Eastern Idaho to ascertain more defined budget numbers on a per square foot basis. Simmons indicated that some areas are more expensive than others in cost per square foot. A summarization of the seven different areas of the proposed facility and an allowance for cosmetic upgrades for the entire project totaled \$1.8 million. With a 7% contingency allowance added, total costs are projected to be roughly \$1.9 million according to LCA.
- c) Clerk Larsen went over suggested changes to address concerns with the entry to the Clerk's Office to facilitate windows for Court Assistance, the Jury Commissioner, and two additional clerks. It included an area for patrons to walk to the windows in the view of security and without going through the security screening.
- d) LCA is ready to move forward and are just waiting for the approval of the Board.

12) 11:05 AM INDIGENT MATTERS

11:05 AM EXECUTIVE SESSION

MOTION: COMMISSIONER CHRISTENSEN MOVED TO CONVENE IN EXECUTIVE SESSION REGARDING MEDICAL INDIGENT MATTERS UNDER IDAHO CODE SECTION 67-2345(1)(D). COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- a) Welfare Director Susan Keck briefed the Board on the hearing to be held for Case #2012011.
- b) Keck also presented the following :
 - i) Order of Dismissal on Case #2011077
 - ii) Notice of Continuance of Hearing on Case #2011124
 - iii) Notice of Lien and Application for Medically Indigent Benefits on Case #2012035, #2012036, #2012037, #2012038, and #2012039.

13) 11:11 AM INDIGENT HEARING FOR CASE #2012011

- a) A hearing for Case #2012011 was conducted by the Board with the subject in question present. Following the procedures of the hearing, the Board took the appeal under advisement.

1:26 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE MEDICAL INDIGENT ACTIONS AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE BOARD RETURNED TO REGULAR SESSION AT 11:31 AM.

14) 1:30 PM MCCJC – SIGN LETTER TERMINATING OLD CONTRACT

- a) The Board discussed a past Dietician Contract between County between the Mini-Cassia Criminal Justice Center and Rebekah Ramsey. A letter advising termination of said agreement was prepared to be sent to Ramsey.

1:32 PM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO SIGN AND SEND A LETTER OF TERMINATION WITH REBEKAH RAMSEY FOR DIETICIAN SERVICES AT THE MCCJC. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

15) 11:33 AM CSI RESIDENCY APPLICATIONS

- a) The Board reviewed six (6) CSI Residency Applications.

11:33 PM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE SIX CSI RESIDENCY APPLICATIONS. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

16) 11:34 AM REVIEW BPA APRIL 2012 JOURNAL

- a) Commissioner Christensen indicated that the BPA is developing a new protocol for managing the oversupply of electricity with the addition of wind generation.
 - b) BPA is also proposing that the highest cost power generation be shut down first but that would likely increase power rates.
- 17) 11:36 AM REVIEW MINI-CASSIA BOARD OF COMMUNITY GUARDIANS
- a) The Board received and reviewed an annual report from the Mini-Cassia Board of Community Guardians. The Board is seeking additional Board members to meet an increasing number of requests for their service.
 - b) Prosecutor Barrus reported that all Board of Community Guardian members are participants as volunteers and are all currently involved actively.
 - c) This group steps in when there are very difficult situations with individuals. Barrus takes care of Cassia County situations and Deputy Prosecutor Alan Goodman takes care of Minidoka County situations.
- 18) 11:38 AM SIGN LETTER OF SUPPORT FOR WEST CASSIA QRU GRANT
- a) Commissioner Kunau read a letter from the West Cassia QRU requesting support of a grant for emergency response equipment and supplies.
 - b) The Board determined to prepare and sign a letter of support as requested.

11:39 AM

MOTION: COMMISSIONER KUNAU MOVED TO SIGN AND SEND A LETTER OF SUPPORT TO THE STATE OF IDAHO EMS ON BEHALF OF WEST CASSIA QRU. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 19) 11:42 AM RESOLUTION NO. 2012-005 – DESTRUCTION OF SEMI-PERMANENT RECORDS FROM THE ASSESSORS OFFICE

11:42 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE THE RESOLUTION AS PRESENTED. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 20) 11:43 AM REVIEW DUTIES AND RESPONSIBILITIES OF COMMISSIONERS

- a) The Board discussed the inclusion of the Board’s duties and responsibilities be placed on the County website.
- b) Christensen asked that elected positions with the IAC be included on that responsibility list and how often they meet.

- 21) 12:10 PM WORKING LUNCH WITH GATEWAY WEST AT PERKINS RESTAURANT

- a) The Board met with the Gateway Task Force and Rep. Fred Wood to discuss a new habitat protection map from the BLM for Sage Grouse. The protected areas as proposed have a significant negative impact on the proposed alternative power transmission line routes proposed by the task force. It also will have an adverse effect on grazing and private property rights. The Task Force and the Board discussed plans to attend future meetings to oppose implementation of that BLM-designated protected area as mapped.

- 22) 1:50 PM RECONVENE

- 23) 2:08 PM COUNTY EXPENDITURES

CURRENT EXPENSES	104	\$22,100.41
INDIGENT FUND	105	\$13,976.39

DISTRICT COURT FUND	106	\$1,225.47
COUNTY ROADS & BRIDGES FUND	107	\$2,661.12
WEED & PEST FUND	108	\$2,489.72
AMBULANCE SERVICE	110	\$14,627.50
REVALUATION FUND	114	\$701.02
911 COMMUNICATIONS FUND	115	\$9,205.62
COUNTY ELECTION FUND	116	\$316.00
ASSESSOR TRUST FUND	123	\$178.24
JUSTICE FUND	130	\$85,260.50
NARCOTICS SEIZED ASSETS FUND	134	\$1,741.44
MINI-CASSIA DRUG ENFORCEMENT TASK FORCE	136	\$69.95
D.A.R.E TRUST	137	\$216.05
PHYSICAL FACILITIES FUND	144	\$191.38
ADULT MISDEMEANOR PROBATION	149	\$517.68
	TOTAL	\$155,478.49

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE COUNTY EXPENDITURES AS ENUMERATED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

24) 2:10 PM ELECTION UPDATE

a) Larsen went over upcoming statutory deadlines pertaining to the May 15, 2012, Primary Election.

25) 2:23 PM SET BUDGET HEARING DATE

a) Larsen suggested a date for the Budget Hearing for fiscal year 2013 to be on August 27, 2012.

b) McMurray reserved time on the agenda for that date to be from 9:45 a.m. to 10:15 a.m.

26) 2:47 PM CHANGE OF STATUS

a) Mini-Cassia Criminal Justice Center

i) Donald Perry Shaff – physical fitness requirements met and promotion with recommendation for an increase in rate of pay

ii) Jacob Coleman Mitchell – physical fitness requirements met with recommendation for an increase in rate of pay

iii) Steve C. Jensen – failure to meet physical fitness requirements with recommendation for a decrease in rate of pay

iv) Angus Ross Merrell – Level I Detention Deputy Certification requirements met with a recommendation for an increase of pay

v) Kyle Madison Rawlins – new hire for vacancy of Detention Deputy position and physical fitness requirements met

b) Cassia County Sheriff's Office

i) David Turner – failure to meet PT requirements with recommendation for a decrease in rate of pay

ii) Michael Phillips – failure to meet PT requirements with recommendation for a decrease in rate of pay

iii) Kirk M. Barnes – new hire for vacancy to work as a patrolman

2:48 PM

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**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE SAID CHANGE OF STATUS REQUESTS.
COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**
27) 2:49 PM ADJOURNMENT

APPROVED:

/s/

Dennis Crane, Chairman of the Board

ATTEST:

/s/

Joseph W. Larsen, Clerk of the Board