



# Cassia County Board of Commissioners

*Commissioner Chambers*

*1459 Overland Ave.*

*Burley, ID 83318*

[www.cassiacounty.org](http://www.cassiacounty.org)

**Board Chairman:**

*Dennis Crane*

**Phone:** (208) 878-7302

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**Board Members:**

*Paul Christensen (District #1) ~ [pchristensen@cassiacounty.org](mailto:pchristensen@cassiacounty.org)*

*Bob Kunau (District #2) ~ [bob.kunau@cassiacounty.org](mailto:bob.kunau@cassiacounty.org)*

*Dennis Crane (District #3) ~ [dcrane@cassiacounty.org](mailto:dcrane@cassiacounty.org)*

Monday, December 17, 2012

The Board of Cassia County Commissioners met in regular session on Monday, December 17, 2012, at 9:00 a.m. in the Commissioner Chambers of the Cassia County Courthouse. Chairman Crane was not present as he was ill.

THOSE PRESENT:	County Commissioners:	Paul Christensen Bob Kunau
	Clerk of the Board:	Joseph W. Larsen
	Prosecuting Attorney:	Al Barrus
	County Administrator:	Kerry D. McMurray
	Media:	Renee Wells, The Voice Jay Lenkersdorfer, The News Journal
	Others:	Kelly Bowen, Bowen Insurance Rex Petersen Chris McBride Brandon Salvesen, MCCJC Darwin Johnson, MCCJC Russell Rasmussen, MCCJC

- 1) 8:00 AM QUARTERLY JAIL REVIEW WITH MINIDOKA COUNTY COMMISSIONERS
  - a) Minidoka and Cassia County Commissioners conducted the Quarterly Jail Review at the MCCJC.
  - b) Everything appeared to be in order at the jail.
- 2) 9:00 AM CALL TO ORDER, PLEDGE OF ALLEGIANCE, REVIEW CALENDAR, MINUTES, CORRESPONDENCE, PERSONNEL, CSI RESIDENCIES, COUNTY PAYABLES, COUNTY ROAD AND BRIDGE, BUILDING AND GROUNDS MATTERS, GATEWAY MATTERS
  - a) 9:05 AM CALENDAR
    - i) IAC Board Meeting and Adult Misdemeanor Probation Meeting for Commissioner Christensen on Thursday, December 20, 2012
    - ii) The Board will not meet on the regularly scheduled day of Monday, December 24, 2012
    - iii) The Board will meet on the regularly scheduled day of Monday, December 31, 2012
    - iv) A Special Board Meeting will be held at 11:30 a.m. Friday, December 21, 2012, to meet with Winston Inouye prior to the legislative meeting.

**CASSIA COUNTY COMMISSION**

**REGULAR SESSION**

**Monday, December 17, 2012**

- v) Gateway Task Force Meeting to be held Wednesday, December 19, 2012, in American Falls.
- vi) SIEDO Meeting to be held at 12:00 p.m. Thursday, December 20, 2012, in Twin Falls.
- vii) The Cassia County Courthouse will remain opened until 5:00 p.m. on Christmas Eve; Monday, December 24, 2012.
- b) 9:05 AM CORRESPONDENCE
  - i) Email from IAC with a proposed brochure regarding personal property tax
- c) 9:05 AM PERSONNEL
  - i) CHANGE OF STATUS
    - (1) There were no Change of Status requests today.
- d) 1:05 PM APPROVAL OF MINUTES

**1:05 PM**

**MOTION: COMMISSIONER KUNAU MOVED TO APPROVE MINUTES OF THE BOARD FROM DECEMBER 14, 2012. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- e) 10:50 AM CSI RESIDENCY APPLICATIONS
  - i) The Board reviewed 7 CSI Residency applications; two for 2012-2013 and five for spring of 2013.

**10:50 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE SEVEN CSI RESIDENCY APPLICATIONS AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- f) 1:23 AM COUNTY PAYABLES
  - i) The Board reviewed payables from December 13, 14, & 17, 2012

***December 13, 2012***

COURT BOND FUND	138	\$150.00
	<b>TOTAL</b>	<b>\$150.00</b>

***December 14, 2012***

CURRENT EXPENSES	104	\$5,549.44
INDIGENT FUND	105	\$2,708.33
DISTRICT COURT FUND	106	\$270.38
COUNTY ROADS & BRIDGES FUND	107	\$2,361.38
911 COMMUNICATIONS FUND	115	\$5,872.43
COUNTY SNOWMOBILE FUND	118	\$2,418.61
ASSESSOR TRUST FUND	123	\$62.00
JUSTICE FUND	130	\$27,550.81
TAXING DISTRICTS FUND	132	\$419.26
D.A.R.E TRUST	137	\$445.35
PHYSICAL FACILITIES FUND	144	\$2,721.53
ADULT MISDEMEANOR PROBATION	149	\$6,771.41
	<b>TOTAL</b>	<b>\$57,150.93</b>

***December 17, 2012***

***CASSIA COUNTY COMMISSION  
REGULAR SESSION  
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COUNTY ROADS & BRIDGES FUND

107

\$1,500.00

**TOTAL**

**\$1,500.00**

**1:23 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE COUNTY PAYABLES DATED DECEMBER 13<sup>th</sup>, 14<sup>th</sup>, and 17<sup>th</sup>, 2012. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

g) 9:05 AM COUNTY ROAD AND BRIDGE

i) No County road and bridge matters were discussed.

3) 9:14 AM INSURANCE UPDATE WITH KELLY BOWEN

a) Commissioner Christensen indicated his concerns with the County's partially self-funded health plan had to do primarily with exposure and liability.

b) Bowen detailed to the Board our health insurance plan with MBA as a third party administrator. He explained the County's \$55,000 deductible payment per plan member and the aggregate insurance maximum amount of claim exposure of \$1,753,807.14 annually.

c) The County insures a total of 462 individuals, including employees and dependents. The partially self-funded plan has been in effect for seven years with the goal of funding expected claims as well as a reserve with the anticipation that with a group the size of the County, one in five or six years is a high claim year. The County experienced two high claim years in a row.

d) The conclusion going forward was to build reserves without taking a premium holiday in low claim years to assist with a maximum accumulation of funds as a goal rather than the lesser amount of expected claim amounts.

e) Bowen indicated that MBA will work closely with him and with the County to insure compliance with the Affordable Care Act as it is implemented.

f) It was also suggested to create a newsletter to communicate with employees as well as utilizing the Employee Benefits Committee to take information back to all employees.

4) 9:10 AM REVIEW COUNTY TRANSPORTATION PLAN AND HIGHWAY STANDARDS AND DEVELOPMENT PROCEDURES MANUAL 2012

a) Paragon has updated the County's Transportation Plan and Highway Standards Manual.

b) All Cities within the County except the City of Burley as well as all of the Highway Districts within County boundaries and the County have participated in the development of the changes.

c) The plan was presented for the Board's review for consideration of adoption at a later date.

5) 9:50 AM REVIEW AND CONSIDER EXECUTION OF CONTRACT FOR SERVICE OF PROCESS WITH IDAHO DEPARTMENT OF HEALTH AND WELFARE

a) Sheriff Kidd and Tara Carson presented that all paperwork for service of process has been done by the sheriff's office at no cost while the cost ordinarily would be \$40 per service. The proposed contract with the Idaho Department of Health and Welfare would be a clear improvement of what has been done in the past and would serve as a source of revenue.

b) Barrus and McMurray reviewed the contract provisions.

**9:53 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE AND SIGN THE PROPOSED CONTRACT WITH THE IDAHO DEPARTMENT OF HEALTH AND WELFARE FOR PROCESS OF SERVICE OF PAPERS. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

6) 9:30 AM REVIEW AND EXECUTE CONTRACT WITH AAI DEMOLITION

***CASSIA COUNTY COMMISSION***

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- a) McMurray presented a contract for consideration with AAI Demolition in the amount of \$5,119.00 for asbestos abatement in the CCJC. If approved, they will be here to do the work on January 2-3, 2013.

**9:44 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO ACCEPT AND SIGN A CONTRACT WITH AAI DEMOLITION FOR ASBESTOS ABATEMENT IN THE AMOUNT OF \$5119.00. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

7) 9:45 AM REVIEW BROCHURE: "UNDERSTANDING TAXATION OF PERSONAL PROPERTY IN IDAHO"

- a) The Board discussed general distribution in the County of the IAC –proposed brochure educating the public about the impact of taxation on personal property in Idaho.

**9:56 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO HAVE THE BROCHURE AVAILABLE TO THE PUBLIC. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

8) 9:45 AM REGION IV DEVELOPMENT BILLING

- a) The Board reviewed the billing from the Region IV Development Committee

**9:58 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO PAY REGION IV DEVELOPMENT THE REQUESTED AMOUNT OF \$2844.00. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

9) 9:50 AM CAT BOARD 2012 ELECTION BALLOT

- a) The Board discussed nominating Paul Christensen to serve another term as a CAT Board member.

**9:59 AM**

**MOTION: COMMISSIONER KUNAU MOVED TO PROCEED WITH THE NOMINATION OF PAUL CHRISTENSEN AS A MEMBER OF THE CAT BOARD. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

10) 9:50 AM NOMINATION OF DOUG PICKETT TO ANIMAL DAMAGE CONTROL BOARD

- a) Wool Growers nominated Douglas Pickett to serve as a director from Cassia County to the District #3 Animal Damage Control Board to fill the unexpired term of Joe Tugaw who passed away earlier this year.

**10:01 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE DOUGLAS PICKETT AS THE CASSIA COUNTY DIRECTOR FOR DISTRICT #3 ANIMAL DAMAGE CONTROL BOARD TO FILL THE UNEXPIRED TERM OF JOE TUGAW. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

11) 9:55 AM FURTHER REVIEW CONCERNING LAW ENFORCEMENT ROOF

- a) The matter was tabled by the Board.

12) 10:00 AM REVIEW AND EXECUTE CONTRACT WITH PST FOR SECURITY SYSTEM UPGRADE FOR MCCJC

- a) PST adjusted their contract from \$110,000 down to \$105,000 to be closer in line with budgeted amounts.
- b) Some cameras were eliminated from the original contract to bring the cost down with the thought in mind to not compromise the integrity of the improvement project.
- c) PST Representatives Chris McBride and Rex Petersen explained the implementation of a new graphical user interface for the control room by way of the upgrade.

***CASSIA COUNTY COMMISSION  
REGULAR SESSION***

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**10:04 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO ENTER INTO THE CONTRACT WITH PST AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

13) 10:12 REVIEW AND EXECUTE TELMATE CONTRACT – MCCJC

- a) MCCJC Maintenance Supervisor, Brandon Salvesen presented to the Board a proposed Telmate video visitation for inmates to utilize for visitations with those from out of state and from home by way of a computer.
- b) Inmates would receive two half hour periods per week for free and a cost will be incurred after that. It will alleviate a lot of work of employees at the jail.
- c) Any vandalism to the system would be borne by Telmate and not an obligation of the MCCJC.

**10:15 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE PROPOSED CONTRACT WITH TELMATE AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

14) 10:15 AM REVIEW DRAFT CONTRACT WITH GENERAL CONTRACTOR

- a) McMurray presented and went over with the Board details of a draft contract between Cassia County and Starr Construction that had been prepared by Barrus and McMurray.

15) 10:40 AM REVIEW AND EXECUTE SNOWMOBILE GROOMING PROGRAM AGREEMENT

- a) The snowmobile grooming program agreement was reviewed by the Board.
- b) The Board determined to table a decision until the agreement can be looked at further.

16) 10:35 AM MATERIALS TESTING FOR JUDICIAL COMPLEX

- a) Some materials testing will need to take place at the CCJC. Information was forwarded from LCA to the County from the company Materials Testing and Inspection out of Boise.
- b) MTI provided an Estimated Services and Fees schedule for recommended materials testing totaling \$4,324.00 for the Board's consideration.

17) 10:52 AM INDIGENT MATTERS

**10:52 AM EXECUTIVE SESSION**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO CONVENE IN EXECUTIVE SESSION REGARDING MEDICAL INDIGENT MATTERS UNDER IDAHO CODE SECTION 67-2345(1)(D), SECONDED BY COMMISSIONER KUNAU. A ROLL CALL VOTE WAS UNANIMOUS WITH COMMISSIONER CHRISTENSEN, AND COMMISSIONER KUNAU VOTING IN THE AFFIRMATIVE.**

Welfare Director Susan Keck presented the following:

- a) Case #2012107 and #2012104
- b) Certificate of Denial on Case #2012107, #2012104, and #2012110
- c) Certificate of Approval on Case #2012106 and #2012120
- d) Notice of Lien and Application for Medically Indigent Benefits on Case #2012119 and #2012118
- e) Order of Dismissal on Case #2012098
- f) Order of Reimbursement on Case #2012106
- g) Release of Medically Indigent Lien on Case #2012098
- h) Medical Records/Utilization Management Review on CAT Case #4C-2013-00012 and #4C-2013-00011

**11:09 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 11:09 AM.**

18) 11:12 AM DEPARTMENT HEAD MEETING

- a) RANDY KIDD – SHERIFF
  - i) Kidd reported that some bad roads resulted from the inclement weather.
  - ii) Some crimes are being investigated currently and a report will come forward shortly.
- b) PATTY JUSTESEN – TREASURER
  - i) The Statement of Treasurer’s Case was presented to the Board.
  - ii) Tax collections are picking up and mail payments have been steady all month.
  - iii) A part time person is assisting their office currently.
- c) DWIGHT DAVIS – ASSESSOR
  - i) There have been a lot of snowmobile registrations as dealers will not be processing them any longer.
  - ii) Several employees of the Assessor’s Office have been ill recently.
  - iii) State Tax Commission numbers will come forth tomorrow on how the possible elimination of personal property tax will affect our County.
- d) JOE LARSEN – CLERK
  - i) Political subdivision elections are coming up on March 12, 2013, and the Elections Office is working with those entities.
  - ii) The final FY2012 outside auditor report is expected within the next month.
  - iii) Employee change of assignments have taken place in the Clerk’s office with Susan Keck taking the responsibilities of Elections Supervisor and Theresa Forthun transferring to the courts to cross train in the Juvenile, Magistrate, and District Courts.
- e) AL BARRUS – PROSECUTING ATTORNEY
  - i) Not present
- f) KERRY MCMURRAY – ADMINISTRATOR
  - i) ICRMP employee training is 72% completed. More needs to be done with some departments.
- g) AMBER PREWITT – ADULT MISDEMEANOR PROBATION
  - i) Two probation officers are out with illness.
  - ii) Two officers are attending POST in January and an extension of another officer is being requested due to injury.
  - iii) Fourteen LSI reports have been completed. They are pretty expensive but are paid by a grant currently and will cost \$10.00 each for 0 to 499 kits and \$5.00 each for 500 to 999 kits when grant money is no longer available. The accuracy of those reports have been questioned and will be addressed at an upcoming judges conference by Judge Bollar.
- h) DARWIN JOHNSON – MINI-CASSIA CRIMINAL JUSTICE CENTER
  - i) Johnson reported on the jail population.
  - ii) Fire security system upgrades will be completed in 90 days.
- i) GORDON EDWARDS – WEED AND PEST CONTROL
  - i) Edwards reported on a \$400 grant from Region IV that will be used for a trailer.
- j) CRAIG RINEHART – CORONER
  - i) Rinehart reviewed the situation that occurred in Connecticut with multiple homicides and how that type of disaster would be handled in our County.
- k) JOEL PACKHAM – EXTENSION AGENT

- i) Extension classes start in January with classes every week through March.
  - ii) 4H and culinary classes are in process as well.
- 19) 11:30 AM DEPARTMENT HEAD TRAINING WORKING LUNCH
- a) An IAC webinar regarding public records requests and working with the media was presented to department heads.
- 20) 1:28 PM EXECUTIVE SESSION – PERSONNEL MATTERS
- 1:28 PM EXECUTIVE SESSION**
- MOTION: COMMISSIONER CHRISTENSEN MOVED TO CONVENE IN EXECUTIVE SESSION REGARDING PERSONNEL MATTERS UNDER IDAHO CODE SECTION 67-2345(1)(A). A ROLL CALL VOTE WAS UNANIMOUS WITH CHAIRMAN CRANE, COMMISSIONER CHRISTENSEN, AND COMMISSIONER KUNAU VOTING IN THE AFFIRMATIVE. THE BOARD RETURNED TO REGULAR SESSION AT 1:42 PM.**
- 21) 2:00 PM CHOBANI OPEN HOUSE – TWIN FALLS
- a) The Board determined to not attend the Chobani open house.
- 22) 1:58 PM ADJOURNMENT

APPROVED:

/s/\_\_\_\_\_

Bob Kunau, Vice Chairman of the Board

ATTEST:

/s/\_\_\_\_\_

Joseph W. Larsen, Clerk of the Board