



Cassia County Board of Commissioners

Commissioner Chambers

1459 Overland Ave.

Burley, ID 83318

www.cassiacounty.org

Board Chairman:

Dennis Crane

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Board Members:

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

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

Monday, July 30, 2012

The Board of Cassia County Commissioners met in regular session on Monday, July 30, 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
	Media:	Renee Wells, The Voice Stacey Hughey, News Journal
	Others:	Dwight Davis Patty Justesen Gordon Edwards Bret Kelsey William L. Cole Darlene Cole Walt Paul Jim Pedersen

1) 9:03 AM AMENDMENT TO AGENDA

- a) Alcoholic Beverage License applications were not received by the Recorder's Office in time for placement on the agenda. Due to the number to be considered and the need to be issued to applicants by the July 31, 2012, expiration date, it was requested to include the discussion for Board approval on the agenda.

9:03 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO ADD ALCOHOLIC BEVERAGE LICENSE APPLICATIONS TO THE AGENDA DUE TO THE LATE INFORMATION RECEIVED TO PROCESS SAID APPLICATIONS. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

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- 2) 9:03 AM CALL TO ORDER, PLEDGE OF ALLEGIANCE, REVIEW CALENDAR, MINUTES, CORRESPONDENCE, PERSONNEL, CSI RESIDENCIES, COUNTY EXPENDITURES, BUDGET WORKSHOP, POLICY, COUNTY BUILDINGS AND GROUNDS
 - a) 9:00 AM CALENDAR
 - i) An Idaho State Utilities Commission Meeting to involve County benefits of local utilities council to form a local council will be held at 11:00 a.m. Tuesday, July 31, 2012, at the Asian Buffet. Kunau and McMurray will attend.
 - ii) County Officials PERSI Webinar regarding reporting changes from 2:00 p.m. to 3:30 p.m. Tuesday, July 31, 2012, for elected officials and department heads in the Commissioner’s Chambers.
 - iii) Final Board approval of budget – August 6, 2012
 - iv) Budget goes to print – August 13, 2012
 - v) Budget Hearing – August 27, 2012
 - vi) TAC Meeting for roads will be held at 7:00 p.m. Thursday, August 2, 2012
 - b) 9:04 AM CORRESPONDENCE
 - i) BLM Sage Grouse Meeting at 10:00 a.m. August 9, 2012, at the Commissioner’s Chambers
 - c) 9:04 AM CHANGE OF STATUS
 - i) No Change of Status requests today
 - d) 9:14 AM APPROVAL OF MINUTES

9:14 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE MINUTES OF THE BOARD FROM JULY 23, 2012. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- e) 10:07 AM CSI AND CWI COMMUNITY COLLEGE RESIDENCY APPLICATIONS
 - i) The Board reviewed 6 CSI and 1 CWI Residency applications

10:07 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE 6 CSI and 1 CWI RESIDENCY APPLICATIONS. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- f) 11:51 AM COUNTY EXPENDITURES

CURRENT EXPENSES	104	\$1,796.10
INDIGENT FUND	105	\$6,909.26
COUNTY BOAT LICENSE FUND	117	\$2,000.00
COUNTY SNOWMOBILE FUND	118	\$345.30
ASSESSOR TRUST FUND	123	\$32.53
JAIL TRUST FUND	129	\$125.00
JUSTICE FUND	130	\$6,992.51
PHYSICAL FACILITIES FUND	144	\$391.98
ADULT MISDEMEANOR PROBATION	149	\$35.88
	TOTAL	\$18,628.56

11:51 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE COUNTY EXPENDITURES DATED JULY 27, 2012. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

3) 11:42 AM ALCOHOLIC BEVERAGE LICENSE DISCUSSED FOR APPROVAL OF ISSUANCE

- a) Angela's – License #2013-026
- b) El Dorado 2000 – License #2013-027
- c) Creek Side 66 – License #2013-028
- d) Snake River Sports & Marina – License #2013-029
- e) El Torito Market – License #2013-030
- f) Skyline Bar – License #2013-031
- g) Snake River Queen – License #2013-032
- h) Riverside Park – License #2013-033
- i) Clark's For Shopping – License #2013-034
- j) Burley Trap Club – License #2013-035
- k) Kiko's Bar – License #2013-036
- l) Smith's Bar – License #2013-037
- m) Polo's Café – License #2013-038
- n) The Big Kahuna – License #2013-039
- o) Bevan's Sweetheart Manor – License #2013-040
- p) Rock City Mercantile – License #2013-041
- q) United Oil – License #2013-042
- r) Travel Stop 216 & Village of Trees RV Resort – License #2013-043

11:43 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE AFOREMENTIONED ALCOHOLIC BEVERAGE LICENSES. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

s) 9:00 AM BUDGET WORKSHOPS

- i) Barrus asked for reconsideration of Prosecutor's Office building rental to be increased from \$11,000 to \$12,000 in the Prosecuting Attorney budget.
- ii) Larsen indicated that Monday, August 6, 2012, is the date that for the finalization of the approved budget from the Board. He further stated that the Auditor's Office had tried to be very fair and equitable across the board with reductions to trends and not expecting reductions below the highest amount used in the previous four years in most instances. Any increases above the Budget Officer recommendations would need to be offset in other areas to meet the budgetary revenues available and with levy limit constraints.
- iii) Larsen encouraged that the Board, to be in line with the expectation that all departments tighten the belt, to look closely at all expenditures for the remainder of this fiscal year.
- iv) Larsen reported back to Christensen regarding the Monthly Ambulance report from last Board Meeting. The Ambulance Coordinator Doug Adams reported \$136,384.00 in monthly operating expenditures and wages incurred for providing contractual ambulance services.

t) 10:43 AM POLICY

- i) The Board prepared a memo regarding Work Schedule Adjustment Policy
 - (1) The memo addressed that all full time non-exempt employees are expected to maintain a regular schedule and to not adjust starting and stopping times for work.

- (2) Accrued compensatory time, vacation time, and paid time off may be used to replace non-worked hours with paid time to facilitate a full pay check.

10:47 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO REAFFIRMED THAT EMPLOYEES ARE TO WORK STANDARD WORK SCHEDULES AND NOT TO ADJUST STANDARD WORK HOURS. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- u) 11:43 AM COUNTY BUILDINGS AND GROUNDS
i) LCA Architects requested additional fees for building entrance enclosure designs and plan revisions incurred totaling \$15,710.00.

11:43 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE AN ADDITIONAL PAYMENT OF \$15,710.00 TO LCA ARCHITECTS FOR PLAN REVISIONS. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- ii) The Board discussed a possible ordinance regarding signage on County property and in public right-of-ways.
- 4) 9:08 AM CONSIDER REFUND REQUEST ON PARCEL NO. RP00023004AA FOR HOMEOWNERS EXEMPTION
- a) Assessor Davis indicated Homeowner's Exemption was inadvertently omitted for 2012 for Parcel No. RP00023004AA owned by Trevor O. and Amanda Leigh Rasmussen.
- b) Treasurer Justesen requested that the Board cancel \$468.94 in taxes for 2011 for Rasmussen's due to the inadvertent removal of a homeowner's exemption.

9:10 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO ADD AFOREMENTIONED PARCEL TO HOMEOWNERS AND REFUND \$468.94 FOR THE INADVERTANT REMOVAL OF SUCH. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 5) 9:15 AM EMPLOYEE EVALUATION MATTERS

9:15 AM EXECUTIVE SESSION

MOTION: COMMISSIONER CHRISTENSEN MOVED TO CONVENE IN EXECUTIVE SESSION REGARDING EMPLOYEE MATTERS UNDER IDAHO CODE SECTION 67-2345(1)(B). COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE BOARD CONDUCTED EMPLOYEE EVALUATIONS WITH THE FOLLOWING DEPARTMENTS: ASSESSOR, WEED AND PEST, MISDEMEANOR PROBATION, EXTENSION OFFICE, AND THE SHERIFF'S DEPARTMENT. FOR THE BOARD RETURNED TO REGULAR SESSION AT 10:07 AM.

- 6) 10:15 AM INMATE JAIL STAY PAYMENT DISCUSSION – SHERIFF RANDY KIDD
- a) Justesen made Sheriff aware of the Jail accepting money for jail stays of inmates. Some are paying at the Treasurer's Office and some are paying at the Jail.
- b) Justesen's issue is that money is taken to Auditor and reports reflect that. Combined on same report for what the jail collects and what the Treasurer collects to balance out.
- c) Justesen desires consistency with that collection.
- d) The Board's decision to be placed on the record is for collections of funds for jail stays to be referred in each instance to the Treasurer's Office during normal business hours.
- e) Bonds are collected when the courthouse is not open and then coordinated with court clerks.
- 7) 10:30 AM JUNIOR COLLEGE FUND AND LIQUOR TAX PROCEEDS DISCUSSION – CLERK JOE LARSEN
- a) Larsen presented a four year history of liquor funds and taxations amounts. In that time the County has expended \$1,318,300.00 from the Community College Fund for statutory tuition

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requirements for County residents and had only collected \$314,541.00 in revenue from Liquor taxes during that same time. Those funds are dedicated for use with the Community College Fund. We are one of the Counties in the State of Idaho who expend a lot of County taxpayer dollars above the amount collected in liquor taxes.

- b) Larsen requested that the Board take a position on behalf of the County to revise State funding appropriation or support statutory revision of student eligibility and county financial obligations in order to reduce the County taxpayer's burden to pay for community college tuition.
 - c) Larsen will provide research and findings to Barrus.
- 8) 10:47 AM IDAHO PROPERTY ASSOCIATION – PRESENTATION ON PRIVATE PROPERTY RIGHTS FROM CITIZEN JIM PEDERSON
- a) Pederson presented paperwork and By-Laws of Constitutional Property Owners Association to the Board for their review.

9) 10:55 AM INDIGENT MATTERS

10:55 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.

Welfare Director Susan Keck presented the following:

- a) Case #2012074
- b) Certificate of Approval on Case #2012073, #2012048, and #2012002
- c) Order of Reimbursement on Case #2012073, #2012048, and #2012002

11:12 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 11:12 AM.

10) 11:13 AM IAC FIFTH DISTRICT QUARLTERY SOCIAL SERVICES MEETING REPORT – LARSEN, KUNAU, AND SOCIAL SERVICES DIRECTOR SUSAN KECK

- a) Keck reported on the IAC's presentation regarding Social Services
- b) It was predicted that the Affordable Care Act will have repercussions regardless of the outcome of the General Election
- c) The State of Idaho's decision will probably be that it will not want the Federal government to run its healthcare.
- d) Where money is going to come from is still a question.
- e) Undocumented immigrants may still require County involvement for indigency.
- f) 2014 will be the year that will present drastic changes.
- g) The Social Services Conference expressed dismay that St. Luke's Hospital in Twin Falls will not cooperate as other mental care facilities do with a contractual reduction in costs to Counties for involuntary mental holds.
- h) The discussed PCIP delays based on denials of coverage from other insurance companies. We will set things up with Lori Bergsma at Balanced Rock Insurance to get expeditious denial of coverage letters.
- i) Keck has used social networking for tracking people down in her investigative work for the County Social Services Office.

11) 11:20 AM REVIEW AND EXECUTE SRS RESOLUTION

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- a) McMurray presented to the Board the need for appropriate County resolutions to insure that our participation in in place for SRS funding.
- b) In Resolution 2012-019, Cassia County elects to receive its guaranteed minimum full county payment of its share of the Idaho SRS 2012 payment.
- c) In Resolution 2012-020, Cassia County elects to allocate 15% of its full county payment for projects under Titles II and III.
- d) Usage of SRS funds will be as it has been expended historically.

11:21 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE AND SIGN RESOLUTION 2012-019 AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

11:21 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE AND SIGN RESOLUTION 2012-020 AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

12) 11:35 AM REVIEW AND EXECUTE EMERGENCY GENERATOR CONTRACTS WITH TRAVIS WORTHINGTON AND KAM GAS

- a) Travis Worthington will provide all equipment and materials for wiring and installation of the new generator and transfer switch in the amount of \$4,300.00. Concrete drilling costs at approximately \$200.00 are above and beyond compensation to Worthington.
- b) Costs will be paid for from grant funds.

11:24 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE AND SIGN CONTRACT WITH TRAVIS WORTHINGTON FOR AFOREMENTIONED INSTALLATION AND WIRING OF KOHLER GENERATOR AT THE CASSIA COUNTY SHERIFF'S OFFICE. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- c) KAM Gas, Inc. will provide all equipment and materials for installation of a new 1000 gallon propane tank, regulator, and hook up of generator in the amount of \$3,050.00.

11:24 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE AND SIGN CONTRACT WITH KAM GAS, INC, FOR AFOREMENTIONED INSTALLATION OF PROPANE TANK, REGULATOR, AND HOOK UP OF KOHLER GENERATOR AT THE CASSIA COUNTY SHERIFF'S OFFICE. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- d) 911 Coordinator Kent Searle explained that propane facilitates running in an emergency where natural gas may be unavailable.

11:30 AM EXECUTIVE SESSION

MOTION: COMMISSIONER CHRISTENSEN MOVED TO CONVENE IN EXECUTIVE SESSION REGARDING PENDING LITIGATION UNDER IDAHO CODE SECTION 67-2345(1)(F). COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE BOARD RETURNED TO REGULAR SESSION AT 11:39 AM.

13) 12:00 PM WORKING LUNCH – JOINT POWERS COMMISSIONER MEETING WITH MINIDOKA COUNTY

- a) 12:00 PM – JUVENILE PROBATION – DIXIE TATE
 - i) Concurred with the non-approval of a vehicle purchase
 - ii) Only one of their vehicles has less than 100,000 miles on the vehicle.
 - iii) Minidoka Board Chairman Bob Moore indicated a priority need for vehicles for next year.

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- iv) Salary
 - (1) \$.50 per person raise per person
 - (2) Keep rising stars rising. Difficult to keep motivation.
 - (3) Minidoka County will use employee evaluations to make justification for increases.
 - (4) Tate made the case for an increase in her salary to reflect her experience and education for next year.
 - (5) The Joint Board determined to increase Tate's compensation by an additional \$600 for POST certification which she has received.
- b) 12:05 PM – JUVENILE DETENTION – TRENT BODILY
 - i) No issues or concerns were presented
- c) 12:10 PM – VETERANS SERVICES – GEORGIANNA GREENWELL
 - i) Coordinator Greenwell expressed appreciation for budget approvals.
 - ii) The Joint Boards approved software in the amount of \$300.00 for annual maintenance.
- d) 12:15 PM – MINI-CASSIA CRIMINAL JUSTICE CENTER – DARWIN JOHNSON
 - i) Johnson requested additional officers
 - ii) An increase of \$1.00 for 26 jail deputies and transport officer Biggins was approved by the Joint Boards
 - iii) Two unfilled positions plus the hire of Rob Neiwert will achieve the jail being fully staffed at the requested 26 jail deputies at a \$1.00 per hour increase in beginning wage to assist with recruitment and retention. An attendant \$40,000 reduction in the extra help line item for filling those positions and reducing dependency of utilizing extra help that is paid at time and a half was approved by the Joint Boards.
- e) 12:20 PM – ADULT MISDEMEANOR PROBATION – AMBER PREWITT
 - i) Prewitt requested an increase in the copier supplies budget line item from \$1000 to \$2000 to reflect additional costs with paper copies required.
 - ii) The Joint Board approved an additional 3% increase to Prewitt's compensation.
- f) 12:25 PM – PUBLIC DEFENDER – DENNIS BYINGTON
 - i) Byington's request was for part time public defender Doug Whipple to be changed to a full time position.
 - ii) The Joint Boards approved keeping that position as is and not converting it to a full time position.
- g) 12:30 PM – JOINT POWERS WORKING LUNCH - COMMISSIONER CHAMBERS
 - (1) The Joint Board discussed the requests of each of the joint powers departments and made their final determinations regarding those requests as detailed with the request of each joint power director or supervisor.

1:19 AM EXECUTIVE SESSION

MOTION: COMMISSIONER CHRISTENSEN MOVED TO CONVENE IN EXECUTIVE SESSION REGARDING EMPLOYEE MATTERS UNDER IDAHO CODE SECTION 67-2345(1)(B). COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE BOARD RETURNED TO REGULAR SESSION AT 1:35 PM.

14) 2:00 PM GATEWAY TASK FORCE MEETING WITH BOARD

- a) Crane discussed whether the County would desire to carry forward with attorney Doug Balfour
- b) Brent Stoker suggested a cap on the amount to be paid to Balfour
- c) Barrus indicated that there was a potential appeal on the decision against the Power County Prosecutor judgment against the Commissioners.

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d) The Board discussed re-writing the MOU if Power County is not able to participate.

2:15 PM **EXECUTIVE SESSION**

MOTION: COMMISSIONER CHRISTENSEN MOVED TO CONVENE IN EXECUTIVE SESSION REGARDING PENDING LITIGATION UNDER IDAHO CODE SECTION 67-2345(1)(F). COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE BOARD RETURNED TO REGULAR SESSION AT 2:26 AM.

15) 2:30 PM TREASURER'S OFFICE BUDGET AND AMENDMENT TO MINUTES REGARDING CLAIM FOR EXCESS FUNDS – PATTY JUSTESEN

- a) Justesen requested readjustment of the Treasurer's Office extra help budget from \$3500 to \$4000 to send her help to educational training and have extra help cover for them.
- b) Justesen also requested the office supplies expense budget from \$3500 to \$3800.
- c) Board minutes from July 2, 2012, reflected the Board's approval of payment to the Idaho State Tax Commission (ISTC) in the amount of \$2,600.84 for excess proceeds on the sale of Parcel No. RPSS0100010040A. Justesen erroneously calculated that amount and asked the Board to make a motion to reflect the correct amount of \$2,945.82 of excess proceeds from the sale.

2:31 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO MAKE THE CHANGE FROM \$2,600.84 TO \$2,945.82 FOR THE APPROVED AMOUNT TO BE PAID IN EXCESS PROCEEDS TO THE ITSC ON THE SALE OF PARCEL NO. RPSS0100010040A. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

16) 2:35 PM CASSIA COUNTY SHERIFF'S OFFICE

- a) Heward put in the budget to add a North Cassia Deputy \$42,000 it was high and it should be \$34,000. That would be \$46,000 total with "B" budget.
- b) Mike Phillips in the Jackson area already lives there.
- c) 5 in the county now and this would make 6. Years ago there were
- d) City officers needs to be held in the City limits to comply with the contract with the City of Burley
- e) Emergency can allow City officers to respond to the County.

17) 2:40 PM COUNTY ADMINISTRATION

- a) McMurray recommended
 - i) Commissioners Travel and Education
 - (1) Reduced from \$14,000 to \$12,000
 - (2) FY2011's actual was \$9700
 - (3) Trends show Commissioners are utilizing more
 - ii) County Building
 - (1) Building Supervisor's budget was cut back from \$34,750 to \$34,600
 - (2) This would be a suggested one year reduction for additional custodial needs with the new Justice Complex.
 - iii) Planning & Zoning
 - (1) Asked for a \$2000 increase for Building Inspector compensation to account for achievement and designation as Certified Building Official.
 - (2) Certification is included in job description of Building Inspector.
 - iv) County Administration
 - (1) Mapper and Secretary compensation increases at \$.0.50 per hour.
 - v) Road & Bridge
 - (1) Extra part time help increased from current expenditures to that plus 6%.

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(2) Larsen explained that this will help keep those expenditures from exceeding the budget.
18) 2:59 PM ADJOURNMENT

APPROVED:

/s/ _____

Dennis Crane, Chairman of the Board

ATTEST:

/s/ _____

Joseph W. Larsen, Clerk of the Board