



# Cassia County Board of Commissioners

*Commissioner Chambers*

*1459 Overland Ave.*

*Burley, ID 83318*

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

***Board Chairman:***

*Dennis Crane*

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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, November 5, 2012

The Board of Cassia County Commissioners met in regular session on Monday, November 5, 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
	Others:	Jay Lenkersdorfer, The Weekly Mailer Renee Wells, The Voice Laurie Welch, The Times News Rod Smith, Cassia County Museum

1) 9:01 AM AMENDMENT TO AGENDA

- a) Information came in after the posting of the agenda from Weed and Pest Supervisor, Gordon Edwards regarding a request for a letter of recommendation for a grant application.

**9:02 AM**

**MOTION: COMMISSIONER KUNAU MOVED TO ADD TO THE AGENDA DISCUSSION OF A LETTER OF APPROVAL FOR A GRANT APPLICATION FOR THE WEED AND PEST DEPARTMENT. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- b) Gordon Edwards asked for a letter of support for a grant from First Federal to purchase video/audio equipment and a generator for an enclosed trailer that is used as an educational outreach tool for area counties.

**9:27 AM**

**MOTION: COMMISSIONER KUNAU MOVED TO APPROVE THE REQUEST OF WEED AND PEST SUPERVISOR FOR A LETTER OF RECOMMENDATION FOR CONSIDERATION OF A GRANT APPLICATION. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

***CASSIA COUNTY COMMISSION***

***REGULAR SESSION***

***Monday, November 5, 2012***

- 2) 9:00 AM CALL TO ORDER, PLEDGE OF ALLEGIANCE, REVIEW CALENDAR, MINUTES, CORRESPONDENCE, PERSONNEL, CSI RESIDENCIES, COUNTY EXPENDITURES, COUNTY ROAD AND BRIDGE, ELECTION UPDATE, DEPARTMENTAL WALKTHROUGH
- a) 9:05 AM CALENDAR
- i) Veterans Day on November 12, 2012 – the courthouse will be closed
  - ii) Idaho Association of Counties Initiation and Continuing Education (ICE) Training from 8:00 to 5:00 p.m. Monday and Tuesday, November 12 and 13, 2012, at the Canyon Crest Events Center in Twin Falls
  - iii) Canvass the vote of the General Election – Special Board Meeting will be held at 11:30 a.m. on Thursday, November 15, 2012
  - iv) Planning and Zoning Christmas Appreciation Luncheon will be held at 12:00 p.m. Thursday, November 15, 2012
  - v)
- b) 9:05 AM CORRESPONDENCE
- i) Joint Juvenile Meeting at 8:00 a.m. Tuesday, November 6, 2012
  - ii) SIEDO Meeting still hasn't been set
  - iii) Region IV Development request for funds. McMurray will send a letter requesting what has been accomplished on behalf of the County
  - iv) Annual Road and Street Financial Report
- c) 9:21 AM CHANGE OF STATUS
- i) Clerk's Office – One Temporary Hire to assist on Election Day
  - ii) Sheriff's Office – One new hire as deputy patrolman

**9:23 AM**

**MOTION: COMMISSIONER KUNAU MOVED TO APPROVE SAID CHANGE OF STATUS REQUESTS. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- iii) The Board reviewed employees with 40 plus hours banked Comp Time. A written plan was requested by the Board on how employees can reduce their overage on Comp Time.

d) **11:05 AM** APPROVAL OF MINUTES

**11:05 AM**

**MOTION: COMMISSIONER KUNAU MOVED TO APPROVE MINUTES OF THE BOARD FROM OCTOBER 29, 2012. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

e) **9:29 AM** CSI RESIDENCY APPLICATIONS

- i) The Board reviewed 69 CSI Residency applications; six high school dual credit residencies and 63 residencies

**9:34 AM**

**MOTION: COMMISSIONER KUNAU MOVED TO APPROVE 69 CSI RESIDENCY APPLICATIONS. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

f) **11:08 PM** COUNTY EXPENDITURES

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CURRENT EXPENSES	104	\$12,315.17
INDIGENT FUND	105	\$11,717.17
DISTRICT COURT FUND	106	\$1,087.63
COUNTY ROADS & BRIDGES FUND	107	\$2,915.95
WEED & PEST FUND	108	\$6,202.95
REVALUATION FUND	114	\$232.00
911 COMMUNICATIONS FUND	115	\$3,967.10
COUNTY ELECTION FUND	116	\$141.83
JUSTICE FUND	130	\$23,695.47
PHYSICAL FACILITIES FUND	144	\$370.99
ADULT MISDEMEANOR PROBATION	149	\$2,035.96
	<b>TOTAL</b>	<b>\$64,682.22</b>

**11:34 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE COUNTY EXPENDITURES DATED NOVEMBER 1, 2012. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- g) 9:08 AM COUNTY ROAD AND BRIDGE
  - i) Sam Adams reported on culvert work and road grading
  - ii) Call from Stan Lloyd regarding the County gravel pit needs to be followed up on
- h) 9:13 AM BUILDING MATTERS
  - i) Six general contractors attended the walk through of the Cassia County Judicial Center and some sub-contractors.
  - ii) The heating/cooling unit for the District Courtroom was completed last week
- i) 9:21 AM ELECTION UPDATE
  - i) November 5, 2012 – Poll Worker Training in the BHS Little Theater from 4:00 to 6:00 p.m.
  - ii) November 6, 2012 – General Election from 8:00 a.m. to 8:00 p.m. The Clerk’s Office will remain open during that time. An 8:00 p.m. deadline for the return of all absentee ballots.
  - iii) November 16, 2012 – Canvass of the General Election vote in Special Board Meeting at 9:00 a.m.
- 3) 9:20 AM REVIEW MEMORANDUM FROM IDAHO CAPITAL CRIMES DEFENSE PROGRAM
  - a) Memorandum was read by Kunau
  - b) Explained by Christensen – costs of murder trials that go excessive budgeted amounts. We pay into the fund each year based on population.
  - c) There is over \$3 million remaining in that program’s account.
- 4) 9:30 AM REVIEW AND EXECUTE ANNUAL ROAD REPORT
  - a) Road report explained by McMurray indicated where budget money is spent and projects over the next year and is used for grant considerations.

**9:36 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE AND SIGN ROAD REPORT. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- 5) 9:35 AM REVIEW BURLEY HIGHWAY DISTRICT REPORT – OCTOBER 2011 TO SEPTEMBER 2012
  - a) The Board reviewed the annual Burley Highway District Report
- 6) 9:45 AM REVIEW LETTER REQUESTING EQUIPMENT FROM ITD
  - a) ITD has some trucks available this year for consideration to purchase.

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- b) Commissioner Kunau read a letter to ITD prepared by McMurray.
- c) The County has saved up credit and would like to be considered for a potential vehicle purchase.

**9:44 AM**

**MOTION: COMMISSIONER KUNAU MOVED TO SIGN LETTER TO ITD TO BE CONSIDERED FOR EQUIPMENT PURCHASE WITH CREDIT EARNED WITH ITD. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

7) 9:50 AM GATEWAY STATUS DISCUSSION

- a) A Gateway West Meeting was held this past Thursday.
- b) Kerry and Doreen McMurray reported on their attendance to meetings regarding underground DC power lines
- c) Attorney Doug Balfour made a presentation to those present
- d) Our Board made a motion at that meeting to add comments that DC underground power lines should be studied and considered. That letter needs to be completed by November 16, 2012.
- e) The Board requested that McMurray write a letter that mirrors the concepts presented in the Gateway meeting to be provided by the November 16, 2012, deadline.

9:58 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 10:08 AM.**

10:10 AM **EXECUTIVE SESSION**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO CONVENE IN EXECUTIVE SESSION REGARDING PERSONNEL MATTERS UNDER IDAHO CODE SECTION 67-2345(1)(A). COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE BOARD RETURNED TO REGULAR SESSION AT 10:10 AM.**

**10:12 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE TRANSFER OF ACCRUED TIME FROM ONE EMPLOYEE TO ANOTHER. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

8) 10:12 AM INDIGENT MATTERS

10:09 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 #2012103 and #2012098
- b) Notice of Continuance of Hearing on Case #2012071
- c) Notice of Lien and Application for Medically Indigent Benefits on Case #2012104 and #2012103
- d) Certificate of Denial on Case #2012097 and #2012093

**10:20 AM**

**MOTION: COMMISSIONER KUNAU MOVED TO APPROVE THE MEDICAL INDIGENT ACTIONS AS PRESENTED. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE BOARD RETURNED TO REGULAR SESSION AT 10:20 AM.**

9) 10:20 AM BUILDING MATTERS ON COMPLEX

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- a) Friday was a walk through with LCA Architects with six general contractors and other sub-contractors present.
- b) Bids will be opened at 11:30 a.m. November 19, 2012, at the regularly scheduled Board Meeting.
- c) The next step will be to award and sign the contract and a notice to proceed with construction will then be issued.

10) 10:30 AM MUSEUM MATTERS

- a) Chairman Crane asked about proceeds from the play sponsored by the museum and Rod Smith indicated only a small amount was made from the event.
- b) Smith indicated that the Board determined to sponsor a dinner in conjunction with a family day at the museum to help increase membership and collect fees.
- c) Taxes, heat, and wages still need to be paid and Chairman Crane asked Smith to provide the Board with exact expenditure amounts for the Board to consider.

11) 10:47 AM REVIEW CHARGE CARD APPLICATION

- a) McMurray discussed upgrading a Costco membership card through the Public Defender's office to a Cassia County Executive Business card which will allow a 2% rebate
- b) The County would get four cards to be checked out with two in the Auditor's office and two in the Administrative office.
- c) All cards and original receipts would then be returned to the appropriate department.

**10:50 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO SET A POLICY TO UPGRADE TO AN EXECUTIVE BUSINESS MEMBERSHIP CARD WITH COSTCO WITH FOUR COUNTY CARDS. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

12) 10:45 AM RISK MANAGEMENT DISCOUNT PROGRAM

- a) McMurray presented ICRMP training to the Board and the Administrative Department.

**11:34 AM EXECUTIVE SESSION**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO CONVENE IN EXECUTIVE SESSION REGARDING PERSONNEL MATTERS UNDER IDAHO CODE SECTION 67-2345(1)(A). COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE BOARD RETURNED TO REGULAR SESSION AT 11:45 AM.**

13) 11:45 PM LUNCH RECESS

14) 1:30 PM RECONVENE

15) 1:30 PM DEPARTMENT WALK THROUGH

16) 2:10 PM ADJOURNMENT

APPROVED:

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

Dennis Crane, Chairman of the Board

ATTEST:

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

Joseph W. Larsen, Clerk of the Board