



# 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, December 30, 2013

The Board of Cassia County Commissioners met in regular session on Monday, December 30, 2013, 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

- 1) 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) Commissioner Christensen out of town the second week of January and will need coverage at the Juvenile Probation Meeting.
    - ii) New Year's Day, January 1, 2014, is a Federal holiday.
  - b) 9:05 AM CORRESPONDENCE
    - i) Email from IAC informing counties of BLM Sage Grouse Planning Effort Meetings that will be held throughout the State. The Twin Falls meeting will be on Tuesday, January 14, 2014, at the Canyon Springs Red Lion Inn from 5:30 p.m. to 7:30 p.m.
    - ii) Correspondence from the Thank You Jesus Ministries
    - iii) Letter from Desert West Land Surveyors
  - c) 9:06 AM PERSONNEL
    - i) CHANGE OF STATUS
      - (1) MINI-CASSIA CRIMINAL JUSTICE CENTER
        - (a) Increase in rate of pay for Russell Hollins based on fluency in American Sign Language and bi-lingual abilities to interpret for the MCCJC.
        - (b) Increase in rate of pay for Jennifer Lee who has completed her POST certification.

**CASSIA COUNTY COMMISSION**

**REGULAR SESSION**

**Monday, December 30, 2013**

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9:11 AM

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

- ii) Request for extension of vacation time
  - (1) Susan Keck was unable to use vacation time due to election and social services workload.
  - (2) Mart Adams was unable to use vacation time due to work load requirements.

9:13 AM

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE VACATION EXTENSIONS FOR SUSAN KECK AND MART ADAMS AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- d) 9:24 AM APPROVAL OF MINUTES

9:24 AM

**MOTION: COMMISSIONER KUNAU MOVED TO APPROVE MINUTES OF THE BOARD FROM DECEMBER 16, 2013, AND DECEMBER 23, 2013. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- e) 9:16 AM CSI RESIDENCY APPLICATIONS
  - i) The Board reviewed four 2013-2014 CSI Residency applications

9:16 AM

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

- f) 9:54 AM COUNTY PAYABLES

CURRENT EXPENSES	104	\$12,616.97
DISTRICT COURT FUND	106	\$527.67
COUNTY ROADS & BRIDGES FUND	107	\$247.96
SOLID WASTE FUND	109	\$267,360.00
HISTORICAL SOCIETY FUND	112	\$4,000.00
ASSESSOR TRUST FUND	123	\$49.75
JUSTICE FUND	130	\$1,215.81
	<b>TOTAL</b>	<b>\$286,018.16</b>

9:54 AM

**MOTION: COMMISSIONER KUNAU MOVED TO APPROVE COUNTY PAYABLES DATED DECEMBER 30, 2013. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- g) 9:15 AM COUNTY ROAD AND BRIDGE
  - i) Chairman Crane reported that snow removal has been taken care of.
  - ii) Work will continue on snow fences.
- h) 9:16 AM BUILDING AND GROUNDS MATTERS
  - i) Sheriff Heward reported that the roof repair at the Cassia County Sheriff's Office (CCSO) has been completed. It was paid for in advance.
  - ii) McMurray expressed the need for minimal foot traffic on the new roof. He asked that any need to be on the roof be coordinated through Building Supervisor, Craig Munoz.

- i) 9:18 AM GATEWAY MATTERS
  - i) No further information has come forward.
- 2) 9:15 AM REVIEW AND EXECUTE 2014 US FOREST SERVICE ANNUAL SNOW GROOMING CONTACT
  - a) The contract specifies that members of the committee include representatives from the US Forest Service and the Idaho Parks and Recreation.
  - b) McMurray will look at previous agreements and verify those who have previously served on the Board prior to executing this contract.
  - c) Heward expressed a desire to move forward with a proposed warming hut in Heglar.
- 3) 9:25 AM SURVEY MATTERS
  - a) A concern was raised from Desert West Land Surveys regarding the termination of their professional services contract for corner perpetuation with the County.
  - b) It was determined that it is in the County's best interest and would be of the most benefit to set our own project area priorities on corner perpetuations.
  - c) In the practice of fairness, it would also be appropriate to involve a bid process for those services.
  - d) GIS Mapping Specialist Todd Quast indicated that a project area priority would be for work in the Albion Valley. He will be putting together prospects for that.
- 4) 9:40 AM REVIEW PLANNING AND ZONING APPLICANTS
  - a) Bruce Beck, who has been serving expressed a willingness to continue.
  - b) Kent Durfee, who has been serving expressed a willingness to continue.
  - c) Burke Garner, who has been serving opted to not continue to serve due to work commitments.
  - d) Kurt Mills applied and expressed a willingness to serve. The Board will schedule an interview with Mills at a future meeting.

**9:37 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO ACCEPT BRUCE BECK AND KENT DURFEE TO CONTINUE AS MEMBERS OF THE PLANNING AND ZONING COMMITTEE. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- 5) 9:37 AM REVIEW AND EXECUTE LETTER OF ENGAGEMENT FOR OUTSIDE AUDITOR
  - a) Larsen extolled the value of the service and cooperation of Evans and Poulsen, CPA's for the County's required outside audit.
  - b) The Letter of Engagement included a small increase in the cost of the outside audit.

**9:40 AM**

**MOTION: COMMISSIONER KUNAU MOVED TO ACCEPT AND SIGN THE LETTER OF ENGAGEMENT WITH EVANS AND POULSEN, CPA'S FOR THE OUTSIDE AUDIT FOR FY2014. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- 6) 10:09 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. A ROLL CALL VOTE WAS UNANIMOUS WITH CHAIRMAN CRANE, COMMISSIONER CHRISTENSEN, AND COMMISSIONER KUNAU VOTING IN THE AFFIRMATIVE.**

Welfare Director Susan Keck presented the following cases for review and approval of the Board:

- a) Case Presentation: 2013100
- b) Certificate of Denial: 2013099
- c) Certificate of Approval: 2013091

- d) Notice of Lien and Application for Medically Indigent Benefits: 2013108
- e) Release of Medically Indigent Lien: 2013052
- f) Determination of Decision Held in Suspension: 2013101

**10:19 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 10:19 AM.**

- 7) 11:30 AM QUARTERLY REVIEW AT THE MINI-CASSIA CRIMINAL JUSTICE CENTER (CCJC)
  - a) The Board joined the Minidoka County Board on a quarterly tour of the CCJC.
  - b) Inspection took place in various areas of the facility and a questionnaire was completed by McMurray with no significant problems reported.
- 8) 12: 15 PM ADJOURNMENT

APPROVED:

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

Dennis Crane, Chairman of the Board

ATTEST:

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

Joseph W. Larsen, Clerk of the Board