



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

Monday, January 28, 2013

The Board of Cassia County Commissioners met in regular session on Monday, January 28, 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
	News Media:	Jay Lenkersdorfer, The Weekly Mailer Renee Wells, The Voice Colt Crane, The Voice
	Others:	Joel Robins, Treasurer for Museum Valerie Bowen, Director for Museum Cody Beck, Planning and Zoning Dennis James, Planning and Zoning

- 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, AND BUDGET MATTERS
 - a) 9:05 AM CALENDAR
 - i) National FFA Week 2013 Appreciation Luncheon on February 20, 2013
 - ii) Solid Waste Board Meeting to be held on Wednesday, January 30, 2013
 - iii) IAC Meetings for elected officials to be held in Boise from February 4-8, 2013
 - b) 9:05 AM CORRESPONDENCE
 - i) University of Idaho AgKnowledge Newsletter #281/2013
 - ii) A thank you note from South Central Idaho Community Partnership for the County's financial support with SCICP.
 - iii) A thank you from the Mini-Cassia Christmas Council for the donation by elected officials of children's gifts as a project of their annual Christmas Party.
 - c) 10:46 AM PERSONNEL

CASSIA COUNTY COMMISSION

REGULAR SESSION

Monday, January 28, 2013

- i) CHANGE OF STATUS
 - (1) SHERIFF'S OFFICE
 - (a) Increase in rate of pay for Mark Merrill for physical fitness
 - (b) Change in position from Record's Clerk to Dispatcher for Laura Cyr
 - (c) Change in position from Deputy Patrolman to Investigations and increase in rate of pay for Jordan Williams
 - (d) Hiring of Brynn Reusze as a Detention Officer
 - (2) MINI-CASSIA CRIMINAL JUSTICE CENTER
 - (a) Increase in rate of pay for Angus Ross Merrill for physical fitness
 - (b) Decrease in rate of pay for Eric Ryan Shippen for not meeting physical fitness requirements
 - (3) CLERK'S OFFICE
 - (a) Change in position from Deputy Clerk to Senior Deputy Clerk and increase in rate of pay for Theresa Forthun
 - (b) Change in position from Deputy Clerk to Courthouse Lead Clerk and increase in rate of pay for Susan Keck
 - (c) Change of position from Senior Deputy Clerk to Deputy Clerk with no change in pay for Cara Petterson

10:46 AM

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

- d) 10:47 AM APPROVAL OF MINUTES

10:47 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE MINUTES OF THE BOARD FROM JANUARY 14, 2013. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- e) 10:49 AM CSI RESIDENCY APPLICATIONS
 - i) The Board reviewed 26 CSI Residency applications; 1 CWI Residency for spring 2013, seven CSI Residencies for 2012-2013, 12 CSI Residencies for spring 2013, and six CSI High School Dual Credit Residencies.

9:27 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE 26 CSI RESIDENCY APPLICATIONS. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- f) 3:09 PM COUNTY PAYABLES

January 16, 2013 Payables		
JUSTICE FUND	130	\$85.00
	TOTAL	\$85.00
January 28, 2013 Payables		
CURRENT EXPENSES	104	\$17,222.82
INDIGENT FUND	105	\$160.22
DISTRICT COURT FUND	106	\$608.31
COUNTY ROADS & BRIDGES FUND	107	\$4,034.88

AMBULANCE SERVICE	110	\$15,050.83
CASSIA FAIR FUND	111	\$47,750.00
COMMUNITY COLLEGE FUND	113	\$500.00
REVALUATION FUND	114	\$634.75
911 COMMUNICATIONS FUND	115	\$2,532.98
ASSESSOR TRUST FUND	123	\$237.85
JUSTICE FUND	130	\$225,887.88
D.A.R.E TRUST	137	\$238.69
PHYSICAL FACILITIES FUND	144	\$1,879.88
ADULT MISDEMEANOR PROBATION	149	\$10,388.53
	TOTAL	\$327,127.62

3:09 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE COUNTY PAYABLES DATED JANUARY 16, 2013. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

3:09 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE COUNTY PAYABLES AS AMENDED DATED JANUARY 28, 2013. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- g) 10:50 AM COUNTY ROAD AND BRIDGE
 - i) Chairman Crane received a report from Road and Bridge Supervisor Sam Adams on snow removal they had done yesterday.
- h) 10:50 AM BUILDING AND GROUNDS MATTERS
 - i) McMurray addressed items during Department Head Meeting
- i) 10:50 AM GATEWAY MATTERS
 - i) Birds of Prey issues have delayed decisions.
- j) 1:45 PM BUDGET MATTERS
 - i) Larsen discussed with the Board the importance of Department Heads and the Board looking not only at available budget balances but also at available funds.
- 2) 9:00 AM SWEARING IN OF NEWLY-APPOINTED PLANNING AND ZONING COMMISSIONERS
 - a) Chairman Crane swore in Dennis James to serve again as a Planning and Zoning Commissioner as well as Kody Beck as a new Planning and Zoning Commissioner
- 3) 9:12 AM BOARD OF EQUALIZATION
 - a) There is no need for BOE today
- 4) 9:22 AM REVIEW BLM'S DECISION OF RECORD AND FINDING OF NO SIGNIFICANT IMPACT – MILNER HISTORIC RECREATION AREA PROJECT
 - a) McMurray reviewed the Decision of Record and Finding of No Significant Impact and advised the Board that they could appeal if they felt a need to.
- 5) 9:14 AM PERSONAL PROPERTY TAX DISCUSSION
 - a) Davis and Larsen discussed with the Board the funding shortfall that would be experienced by Cassia County if personal property tax is eliminated or altered significantly.
 - b) Crane indicated that Minidoka County Commissioners are meeting today with all their taxing districts with concerns regarding potential elimination of personal property tax.

- c) Barrus indicated that letters should be written from as many people as possible to voice concern to our legislators.
- d) Davis indicated that all taxing districts would be affected with some as much as 17%.
- 6) 9:23 AM REVIEW AND EXECUTE RESOLUTION NO. 2013-002 FOR DESTRUCTION OF CERTAIN AUDITOR'S OFFICE PERMANENT RECORDS
 - a) Resolution No. 2013-002 and 2013-003 was reviewed and approved by Prosecutor Barrus.

9:27 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE RESOLUTION NO. 2013-002 FOR DESTRUCTION OF PRESENTED AUDITOR'S OFFICE PERMANENT RECORDS. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 7) 9:25 AM REVIEW AND EXECUTE RESOLUTION NO. 2013-003 FOR DESTRUCTION OF CERTAIN AUDITOR'S OFFICE SEMI-PERMANENT RECORDS

9:28 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE RESOLUTION NO. 2013-003 FOR DESTRUCTION OF PRESENTED AUDITOR'S OFFICE SEMI-PERMANENT RECORDS. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 8) 9:28 AM HISTORICAL SOCIETY BUDGET
 - a) Historical Society and Museum Treasurer Joel Robins discussed with the Board the necessity for additional funding to continue forward with the Historical Society and Museum. That was reiterated by Museum Director Valerie Bowen. Robins presented a tentative budget for FY2014 totaling \$28,000.
 - b) They have been unable to match grant funding due to the lack of money.
 - c) Larsen suggested paying the balance of the first FY2013 payment and possibly advancing some of the second payment.
 - d) Bowen submitted two names for consideration for the Museum Board. It was determined that seven to nine board members was appropriate.
- 9) 9:52 AM DEPARTMENT HEAD MEETING
 - a) JAY HEWARD – SHERIFF
 - i) A dispatcher resigned in January and their Records Clerk was assigned to that position. They are advertising for a Community Service Officer to replace the Records Clerk position. They will not be adding employees.
 - ii) Their department served 377 civil papers in December and that number is always going up.
 - iii) They will be using new graphics on law enforcement vehicles as they get new ones.
 - iv) Promotional testing will take place to replace first line supervisors. One was terminated and one went to detective, a County detective went to the City Division, and a City officer went to County to cover Declo and the Jackson area.
 - b) PATTY JUSTESEN – TREASURER
 - i) Justesen presented the Statement of Treasurer's Cash to the Board and the Joint Report from the Treasurer's and Auditors Office.
 - ii) During the tax drive, 57% was collected 44% paid in full.
 - iii) They are working with collections on delinquent accounts.
 - iv) There were 212 delinquent accounts in September and only three will go to tax deed.
 - c) DWIGHT DAVIS – ASSESSOR
 - i) The Assessor's Office is busy and on schedule with revaluations.

- ii) Personal property and industrial valuation notices go out this week.
 - iii) Commissioner Christensen asked Davis to report on the potential impact to the County if personal property taxes are reduced or eliminated.
 - d) JOE LARSEN – CLERK
 - i) Larsen went over the upcoming taxing district election which will include a School Plant Facilities Reserve Levy from the Joint School District No. 151, Cassia, Oneida, and Twin Falls Counties and a supplemental levy for the Power County School District.
 - ii) Leadership changes have taken place in the Clerk’s Department. Cara Petterson was moved from Senior Deputy to do succession planning in the Auditor’s Office, Theresa Forthun was appointed Senior Deputy, and Susan Keck was appointed Courthouse Lead Clerk Supervisor.
 - e) AL BARRUS – PROSECUTING ATTORNEY
 - i) Barrus reported on numerous cases that are coming up.
 - ii) He reported on a lot of activity over the weekend.
 - iii) He received a report on child sexual abuse and was alarmed at the number of those cases in Cassia County which ranked 6th in the State of Idaho in total numbers. It is a serious problem.
 - f) KERRY MCMURRAY – ADMINISTRATOR
 - i) Building inspectors attended an annual certification meeting last week.
 - ii) The building department noticed water dripping in the foyer of the second floor due to the recent thaw. The roof looks good and they are on top of the issue.
 - iii) The Burley High School conducted a drama presentation in the courtroom and they expressed gratitude for the use of the court facility.
 - g) AMBER PREWITT – ADULT MISDEMEANOR PROBATION
 - i) Not present
 - h) DARWIN JOHNSON – MINI-CASSIA CRIMINAL JUSTICE CENTER
 - i) The current jail population is at approximately the 150 mark. They are trying to get more State holds which are currently at about 40.
 - ii) They were busy this weekend, including a couple of security holds and a couple of ICE holds.
 - iii) One employee left to work for the CCSO. They filled that position with a former employee who had worked with State Corrections.
 - iv) Two more employees are leaving employment soon.
 - v) They will be doing PT testing this week.
 - i) GORDON EDWARDS – WEED AND PEST CONTROL
 - i) Not Present
 - j) CRAIG RINEHART – CORONER
 - i) Not Present
 - k) JOEL PACKHAM – EXTENSION AGENT
 - i) University of Idaho presenting their budget to the legislature today.
 - ii) Farm management classes are in process in Jerome and Burley which has about 10 participants from the local area.
 - iii) They continue working with the Alternative School with their leadership program.
 - iv) A new regional beef representative will start working in February through the Twin Falls office.
- 10) 9:45 AM REVIEW AND EXECUTE RESOLUTION NO. 2013-001 REGARDING BYLAWS FOR EMPLOYEE BENEFITS COMMITTEE

- a) McMurray reported on changes to the way this committee has worked in the past. The current program will be divided to include an ad hoc Benefits Advisory Financial Oversight Committee to include Commissioner Christensen, Auditor Larsen, and Administrator McMurray.
- b) There were only a small number of changes as presented to the Board in December. There was an increase of up to eleven to serve on the committee. Elected officials will recommend employees from their department to serve on that Committee and the Board will make the final approval.
- c) The Benefits Advisory Financial Oversight Committee would make recommendations to the Board for benefits changes.

10:28 AM

MOTION: COMMISSIONER KUNAU MOVED TO ADOPT RESOLUTION NO. 2013-001 REGARDING BYLAWS FOR THE EMPLOYEE BENEFITS COMMITTEE AS PRESENTED. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

11) 10:35 AM REVIEW APPROVAL REQUEST FOR PURCHASE OF SIX GLOCKS – MCCJC

- a) MCCJC Deputy Director Russ Rasmussen explained to the Board that the purchase of six Glock 21SF handguns from Gun-O-Rama Wholesale would get them to where there would be a weapon for each employee. The cost is \$522 each totaling \$3,132.

10:36 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE REQUEST OF THE MCCJC TO PURCHASE SIX (6) GLOCK HANDGUNS IN THE AMOUNT OF \$3,132 AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

12) 10:35 AM UPDATE ON SECURITY SYSTEM AT CCSO

- a) Sheriff Jay Heward reported to the Board that there would be no penalty for withdrawal from a current contract for the CCSO entry security system. The first three months of 2013 have been paid for and they only request a 60 day courtesy notice of termination.
- b) The system Heward requested is already in place in the Administration Office for the Courthouse and it will tie the CCSO with that and then subsequently to the new CCJC.
- c) It is managed through the internet and there is redundancy in the event of a power failure.
- d) Homeland Security funds may be available to buy the system as needed.

13) 10:23 AM HEALTH INSURANCE MATTERS

- a) The Board reviewed a proposed change in language for Vision Benefits with the County health plan to clarify how non-preferred vision benefits paid.

10:25 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE LANGUAGE SUGGESTIONS OF ADMINISTRATOR MCMURRAY FOR NON-PREFERRED VISION BENEFITS IN THE COUNTY HEALTH PLAN. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

14) 10:50 AM EXECUTE OFFICE OF PHARMACY AFFAIRS CERTIFICATION OF CONTRACT FOR CASSIA REGIONAL MEDICAL CENTER

- a) Rob Barton, Administrator of CRMC had requested verification from the County that the hospital has a contract with the County to provide health care services to low income individuals as discussed in Board Meeting the previous week.

10:50 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO CERTIFY CRMC AS A PROVIDER OF HEALTH CARE SERVICES TO LOW INCOME INDIVIDUALS FOR THE OFFICE OF PHARMACY AFFAIRS AS

***CASSIA COUNTY COMMISSION
REGULAR SESSION***

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REQUESTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

15) 10:53 AM REVIEW AND CONSIDER SOUTHERN IDAHO TOURISM FUNDING REQUEST AND PACKET OF INFORMATION

- a) The Board determined to fund Southern Idaho Tourism in the amount that had been budgeted for FY2013.

10:56 AM 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 10:59 AM.

16) 11:02 AM INDIGENT MATTERS

11:02 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:

- a) Certificate of Denial on Case #2012111, #2012117, #2012112, #2012118, #2012119, and #2012121
- b) Notice of Lien and Application for Medically Indigent Benefits on Case #2012124, #2012125, #2012126, #2012127, and #2012128
- c) Release of Medically Indigent Lien on Case #2012086 and #2012110
- d) Order of Dismissal on Case #2012086
- e) Determination of Decision Held in Suspension on Case #2012122 and #2012114
- f) Medical Records/Utilization Management Review on CAT Case #4C-2013-00016 and #4C-2013-00014

10:26 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 10:26 AM.

17) 11:20 AM Commissioner Christensen was excused from Board Meeting to attend a taxing district meeting held with the Minidoka County Commissioners in Rupert.

18) 11:30 AM BLM/USFS UPDATE

- a) SCOTT NANNENGA – FOREST SERVICE RANGER
 - i) Nannenga reported to the Board regarding work that is being done with mining gold at Black Pine.
 - ii) They are working on funding for a fence reconstruction contract necessitated by recent wildfires. Work will begin during this coming spring or summer
 - iii) Nannenga discussed big horn sheep and his dialogue with Don Pickett regarding movement of those sheep to different areas.
- b) MIKE COURTNEY – BLM DIRECTOR

CASSIA COUNTY COMMISSION

REGULAR SESSION

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- i) Courtney discussed with the Board the Milner Historic Recreation Area Project Environmental Assessment. There were no significant impacts for the project.
 - ii) They received funding and are working with the Burley Highway District to pave roads near Milner.
 - iii) Gateway West – release of the final EIS has been postponed due to Birds of Prey issues that need to be re-assessed.
 - iv) Castle Rock closures expired in November and BLM is looking at a new proposal to allow some access for climbing.
- 19) 11:49 AM CASSIA COUNTY FAIR AND RODEO SPECIAL EVENT CONTRACTS FOR REVIEW AND EXECUTION WITH DANA CAMERON AND KEN FORD
- a) The Board reviewed and discussed Special Event Contracts with Dana Cameron and Ken Ford for the use of the Art Building at the Fairgrounds.
 - b) Barrus reviewed the contracts and suggested a change regarding a rental charge for each event.
- 10:52 AM**
- MOTION: COMMISSIONER KUNAU MOVED TO APPROVE CONTRACT APPLICATIONS AS PRESENTED FOR USE OF COUNTY FAIR AND RODEO GROUNDS. CHAIRMAN CRANE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**
- 20) 12:00 PM DEPARTMENT HEAD TRAINING
- a) Department Head Training included a webinar from IAC regarding current legislative issues.
- 21) 1:30 PM DISCUSS ITD'S PROPOSED MOU WITH COUNTY CONCERNING DRIVERS LICENSING AND MOTOR VEHICLE SERVICES AND ASSESSOR'S OFFICE CONCERN REGARDING THE MOU
- a) The State is asking for control of County employees by way of their MOU according to Assessor Davis.
 - b) Barrus said an MOU does bind the County to the obligations and he as well as Davis questioned the need for an MOU between the State and the County.
 - c) The State also desires to do background checks on County DMV employees.
 - d) McMurray read a letter that accompanied the MOU agreement that detailed the need for fraud prevention and the responsibilities of each party.
 - e) The Board tabled a decision until further review.
- 22) 1:40 PM REVIEW BURLEY HIGHWAY DISTRICT'S HOWELL CANYON ROAD REPORT DATED 31 DECEMBER 2012
- a) The Board reviewed the Burley Highway District yearend report for snow removal and maintenance expenses and the check register for 2012.
- 23) 1:50 PM ELECTION UPDATE
- a) Larsen discussed the upcoming election on March 12, 2013, involving the School District Physical Facility Plant levy.
- 24) 2:00 PM SITE VISIT – JUDICIAL CENTER CONSTRUCTION SITE
- a) The Board went to the CCJC property to inspect and discuss progress with construction.
- 25) 2:45 PM ADJOURNMENT

APPROVED:

/s/ _____

Dennis Crane, Chairman of the Board

ATTEST:

/s/ _____

Joseph W. Larsen, Clerk of the Board