



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:

Paul Christensen (District #1) ~ pchristensen@cassiacounty.org

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

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

Monday, July 15, 2013

The Board of Cassia County Commissioners met in regular session on Monday, July 15, 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
	Others:	Jay Lenkersdorfer, The News Journal Sara Haynes, Administration Timbri Hurst, Administration Dave Zanone, Building Department Melissa Price, Compliance Officer

- 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, BEER AND LIQUOR LICENSES, UPDATE FY2014 BUDGET MATTERS
 - a) 9:05 AM CALENDAR
 - i) South Central Community Action Meeting at 6:00 p.m. Thursday, July 18, 2013
 - ii) Planning and Zoning Meeting at 2:00 p.m. Thursday, July 18, 2013
 - b) 9:05 AM CORRESPONDENCE
 - i) Letter from Williams Pipeline regarding the Northwest Pipeline high-pressure gas transmission and how to deal with emergencies and land use planning
 - ii) Intergovernmental Review Comment Sheet for the City of Burley for the Burley Public Library application. The Board's comments included that there would be no adverse effect on the County's plans and programs with the Burley Public Library's construction desires.
 - iii) The Mini-Cassia Board of Community Guardians annual report

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- iv) A letter from the South Central Community Action Partnership desiring a letter of support for funding through the USDA Rural Development Housing Preservation Grant Program. The Board prepared and signed a letter of support as requested
- v) An NFCSC dues request of \$549.00 to be paid to the IAC Public Lands Trust
- c) 9:14 AM PERSONNEL
 - i) CHANGE OF STATUS
 - (1) MINI-CASSIA CRIMINAL JUSTICE CENTER
 - (a) Promotion of Detention Deputy Michael Dean Higley to Senior Detention Deputy with an increase in rate of pay
 - (2) Time sheet with overtime explanation Fair and Rodeo employee, Cory Parish.

9:14 AM

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

- d) 11:52 AM APPROVAL OF MINUTES

11:52 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE MINUTES OF THE BOARD FROM JULY 8, 2013. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- e) 9:12 AM CSI RESIDENCY APPLICATIONS
 - i) The Board reviewed seven CSI Residency applications for 2013-2014

9:12 AM

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

- f) 1:58 PM COUNTY PAYABLES
 - i) July 12, 2013 Payables:

ADULT MISDEMEANOR PROBATION	149	\$178.36
	TOTAL	\$178.36

ii) July 14, 2013 Payables:		
CURRENT EXPENSES	104	\$15,691.15
INDIGENT FUND	105	\$46.58
DISTRICT COURT FUND	106	\$2,935.16
COUNTY ROADS & BRIDGES FUND	107	\$4,901.36
COMMUNITY COLLEGE FUND	113	\$17,950.00
REVALUATION FUND	114	\$3,139.40
911 COMMUNICATIONS FUND	115	\$2,509.51
COUNTY BOAT LICENSE FUND	117	\$1,395.00
ASSESSOR TRUST FUND	123	\$66.25
JUSTICE FUND	130	\$45,739.23
PHYSICAL FACILITIES FUND	144	\$17.36
ADULT MISDEMEANOR PROBATION	149	\$4,907.31
	TOTAL	\$99,298.31

1:58 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE COUNTY PAYABLES DATED JULY 12, 2013, AND JULY 14, 2013. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- iii) A memo from the Auditor's Office was presented by Larsen for the Board's consideration and approval as a policy for submission of payables for approval.
- iv) Larsen read the memo which extended the deadline for payables to be submitted to the Auditor's Office from 12:00 p.m. to 5:00 p.m. on the Wednesday prior to a regularly-scheduled Board meeting except for when a holiday falls on a Thursday or Friday.
- v) Department head signature of approval must accompany payable requests at the time they are submitted.
- vi) Department head is responsible to see that requests for time-sensitive payment on invoices and statements such as with credit cards are submitted in a timely fashion to avoid late charges and interest.

1:59 PM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE PROPOSED AUDITOR'S OFFICE POLICY FOR SUBMISSION OF PAYABLES AS PRESENTED AND FOR DEPARTMENT HEADS TO TIMELY SUBMIT REQUEST FOR PAYMENTS ON TIME-SENSITIVE PAYABLES. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- g) 1:52 PM COUNTY ROAD AND BRIDGE
 - i) Chairman Crane talked with Road and Bridge supervisor, Sam Adams who reported that things were going well in their department.
- h) 1:53 AM BUILDING AND GROUNDS MATTERS
 - i) Road and Bridge personnel were moving gravel from the Cassia County Judicial Center (CCJC) to the parking area behind the Linda Vista apartments.
- i) 9:17 AM BEER AND LIQUOR LICENSES

9:17 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO GO ON THE RECORD TO CONSIDER BEER AND LIQUOR LICENSE APPLICATIONS. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- i) Smith's Food and Drug #123 – bottled wine and beer off premise
- ii) Buck's Naf Mercantile – beer on premise and beer off premise
- iii) 610 Club – liquor license and beer on premise

9:18 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE THE AFOREMENTIONED BEER AND LIQUOR LICENSES AS PRESENTED. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- j) 1:55 AM UPDATE FY2014 BUDGET MATTERS
 - i) Larsen reported on current budgeting for FY2014 and that decreases in expected revenues and increases in proposed department expenditures may present challenges.
 - ii) We must fall below a maximum 3% levy increase on property tax as well as specific fund levy limits. The Justice Fund which funds the jail, law enforcement, public defender, prosecutor, and the courts has a levy limit that we are very close to and must be conservative wherever possible to avoid exceeding that limit. If we do exceed that amount, we would be forced to reduce budgeted expenditures.

2) 11:36 AM COUNTY SEAL FOLLOWUP

- a) Chairman Crane reported on a discussion he had with Janet Burch regarding the Cassia County Seal she designed years ago. Crane asked Burch to come up with some ideas to redesign the seal to make it a little simpler.
- 3) 11:37 AM HISTORICAL SOCIETY 2013 FUNDING
 - a) Larsen indicated that he had a discussion with Historical Society Board member Rod Smith and that they were going to come up short with money again this year in meeting their expenditures for the remainder of FY2013.
 - b) The Board determined to have Commissioner Kunau talk with Smith about the matter.
- 4) 2:02 AM REVIEW AND SIGN MILEAGE REIMBURSEMENT FOR FAIR BOARD

2:02 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE MILEAGE REIMBURSEMENTS FOR FAIR BOARD MEMBERS AND FOR CORY PARISH AS SUBMITTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 5) 11:40 AM VETERANS SERVICE OFFICER – RESCIND SIX HOUR MOTION
 - a) The Board discussed a motion for increasing the hours of contracted Veterans Service Officer, Georgianna Greenwell, completed during a joint budget hearing with Minidoka County.
 - b) It was determined that the contract provisions needed to be further reviewed and addressed.

11:40 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO RESCIND THE MOTION OF THE BOARD TO INCREASE HOURS OF THE CONTRACTED VETERANS SERVICE OFFICER GEORGIANNA GREENWELL. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 6) 10:00 AM ICRMP RMDP 2014
 - a) McMurray provided training as required by ICRMP for all County employees for their discount program. This was to meet the requirements for Board members and the Administration Office.
 - b) The subject matter of the training included driving and vehicular safety.
- 7) 10:00 AM BUDGET WORKSHOPS
 - a) 10:00 AM BOAT
 - i) Dick Ranklev represented the County Boat License Fund. They operate from revenues derived from licensing of boats. Those funds are used for waterways improvement and maintenance.
 - ii) Larsen reported on an amount that was erroneously deposited and spent in the Boat fund that actually belonged to the snowmobile fund. That has now been reconciled.
 - b) 10:05 AM SNOWMOBILE
 - i) Commissioner Kunau will meet with Snowmobile supervisor, Chuck Larson, who was not present, to discuss coming before the Board at the next budget workshop.
 - ii) Commissioner Kunau requested that equipment transport be decreased from \$3,500.00 to \$1,000.00, repairs be reduced from \$5,500.00 to \$3,500.00, and that snow removal/grooming be increased from \$4,000.00 to \$8,500.00 to better meet needs.
 - c) 10:10 AM SOLID WASTE
 - i) Commissioner Christensen discussed with the Board the prospects of including with the Solid Waste request for funding an amount of \$17,000 that would provide for replacement of an outbuilding at the Oakley facility. They would like to replace a building each year at the other lift off stations.

- ii) Commissioner Christensen also reported that the percentage of volume has decreased and that bonds are being paid off resulting in decreased requested funding from \$542,487.00 in FY2013 to \$534,720.00 for FY2014.
- d) 10:15 AM VIOLENT PREDATOR
 - i) Sheriff Heward indicated that there is statutorily required compensation to victims of violent predators. This fund was set up in FY2013 and an amount of \$1000.00 will be budgeted again this year should an event occur where it is required.
- e) 10:25 AM ROAD AND BRIDGE
 - i) The Board discussed the magnesium chloride grant that has concluded and the prospects of future funding for that. It was pointed out by Larsen that some counties have attempted an override levy for County Road and Bridge to cover such as well as other expenses.
- f) 10:40 AM 911
 - i) Todd Quast presented the 911 Budget request. They desired to add a line item for EMT training. Quast reported on revenue decreases from elimination of land lines.
 - ii) They are desiring to work with the US Forest Service to put in place a repeater for better coverage in the Heglar Canyon area.
- 8) 11:06 AM PURCHASE APPROVAL OF USED WASHING MACHINE FOR MCCJC
 - a) MCCJC Director Darwin Johnson requested the Board's approval for the purchase of a 2009 used Milner 30022T5E 60L commercial laundry washer from Mendenhall Commercial Laundry Equipment to replace theirs that has a blown motor at a cost of \$4,500.00 plus \$1,000.00 for installation totaling \$5,500.
 - b) This purchase would be for a newer version of the same model with the blown motor that has been in service for 21 years.
 - c) Johnson also indicated that they are having problems with some heat pumps at the MCCJC. One of them is in need of being replaced.

11:07 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE PURCHASE OF THE COMMERCIAL LAUNDRY WASHER AS PRESENTED FROM MENDENHALL COMMERCIAL LAUNDRY EQUIPMENT FOR \$5,500.00 AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 9) 11:43 AM DESIGNATION OF POLLING PLACES FOR AUGUST 27, 2013 ELECTION
 - a) The Cassia County Joint School District No. 151 has filed for a Plant Facilities Reserve Fund Levy election to be held on August 27, 2013, for which designation of polling places need to be designated by the Board.
 - b) The Elections Office is recommending the combining of polling locations that is driven by the need for savings in costs as well as low historical voter turnout. Burley Precincts 1 and 7 have historically had only a 13% voter turnout and Burley Precinct 2 just an 18% turnout.
 - i) Proposed by the Elections office is the following:
 - (1) Burley Precinct 7 and Burley Precinct 1 combined to vote at Burley Precinct 1 located at the former Sugar Beet Factory.
 - (2) Burley Precinct 2 and Burley Precinct 3 combined to vote at Burley Precinct 3 located at the Burley College of Southern Idaho.
 - (3) Oakley Precinct 1 and Oakley Precinct 2 combined to vote at Oakley Precinct 1 located at the Oakley Senior Citizen Center.

11:47 AM

***CASSIA COUNTY COMMISSION
REGULAR SESSION
Monday, July 15, 2013***

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE THE VOTING PLACES FOR THE AUGUST 27, 2013, ELECTION AS PRESENTED. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

10) 11:52 AM INDIGENT MATTERS

11:52 AM EXECUTIVE SESSION

MOTION: COMMISSIONER CHRISTENSEN MOVED TO CONVENE IN EXECUTIVE SESSION REGARDING MEDICAL INDIGENT MATTERS UNDER IDAHO CODE SECTION 67-2345(1)(D). 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 Approval on Case #2013038 and #2013051
- b) Notice of Lien and Application for Medically Indigent Benefits on Case #2013049, #2013050, #2013052
- c) Release of Medically Indigent Lien on Case #2012134 and #2013035
- d) Order of Dismissal on Case #2012119 and #2012134
- e) Finding of Facts, Conclusions of Law, and Decision on Case #2013013

11:56 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 11:56 AM.

11) 11:30 AM BUDGET WORKSHOPS

- a) 1:02 PM EXTENSION OFFICE
- b) 11:45 AM WEED AND PEST

12) 12:00 PM DEPARTMENT HEAD TRAINING

- a) The Board met with department heads for training regarding public records requests from a webinar presented by the IAC.

13) 1:07 PM BUDGET WORKSHOPS

- a) Sheriff Jay Heward and Undersheriff George Warrell presented their requests for law enforcement for FY2014
 - i) PATROL
 - ii) INVESTIGATION
 - iii) LAW ENFORCEMENT
 - iv) DISPATCH
 - v) DARE
 - vi) CIVIL DEFENSE
 - vii) ADMINISTRATION

14) 1:52 PM ADJOURNMENT

APPROVED:

/s/ _____

Dennis Crane, Chairman of the Board

ATTEST:

/s/ _____

Joseph W. Larsen, Clerk of the Board