



Cassia County Board of Commissioners

Commissioner Chambers

1459 Overland Ave.

Burley, ID 83318

www.cassiacounty.org

Board Chairman:

Dennis Crane

Phone: (208) 878-7302

Fax: (208) 878-9109

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, June 10, 2013

The Board of Cassia County Commissioners met in regular session on Monday, June 10, 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 Ruthe Hobbs Richard Bevan, 5 th Judicial Admin Judge Linda Wright, Trial Court Administrator
	Troop 121 Scouts:	Calvin Jones, Scoutmaster
	Dallan Christensen	Wyatt Garner
	Caden Crider	Demetrius Crockett
	Spencer Johnson	Karla Christensen, parent

- 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, UPDATE FY2014 BUDGET MATTERS
- a) 9:05 AM CALENDAR
 - i) Idaho Association of County Commissioners and Clerks annual meeting in Meridian Monday, June 10 through Thursday, June 13, 2013
 - ii) Joint Juvenile Meeting at 7:30 a.m. on Tuesday, June 11, 2013, at the Minidoka County Juvenile Probation Office. Commissioner Kunau and Senior Deputy Theresa Forthun will attend as Commissioner Christensen and Larsen will be attending IACC Meetings in Meridian.
 - iii) Joint Justice Meeting at 8:15 a.m. on Tuesday, June 11, 2013, at the Minidoka County Juvenile Probation Office.

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- iv) IACC work group meeting for presidents of Idaho junior colleges, a few county commissioners, and Larsen representing clerks will be held on Thursday, June 13, 2013, in Boise to discuss the issues pertaining to taxpayer funding of junior college student tuition.
- v) A Southern Idaho Economic Development Organization (SIEDO) meeting will be held at 12:00 p.m. Thursday, June 13, 2013, at the Taylor Building at CSI in Twin Falls. Commissioner Kunau will attend that meeting.
- vi) A Cassia County Transportation Advisory Committee meeting will be held this week.
- b) 9:05 AM CORRESPONDENCE
 - i) A letter from the Bureau of Reclamation announcing the selection of Roland Springer as the Assistant Area Manager and Jerry Cheek as the Supervisory Civil Engineer for the Upper Snake Field Office in Burley.
 - ii) A memo from the Middle Snake Regional Water Resource Commissioner with a budget request for \$2,922.00 to support the operations of their Commission for FY2013.
 - iii) An email from Tony Poinelli from the IAC regarding policy changes of the Idaho Historical Society in accepting permanent records for storage in Boise.
 - iv) A letter from the Oregon Trail Recreation District announcing the groundbreaking for a new recreation center at 3:00 p.m. Thursday, June 13, 2013. Chairman Crane and Commissioner Kunau will attend.
 - v) A thank you card to the Board was received from retiring County employee Cara Petterson.
- c) 10:15 AM PERSONNEL
 - i) CHANGE OF STATUS
 - (1) CLERKS'S OFFICE
 - (a) Request for change in rate of pay for Senior Deputy/Court Clerk/Jury Commissioner/Election Trainer Theresa Forthun to fall in line with her job classification and responsibilities.
 - (b) Request for change in position and rate of pay for Deputy Recorder Heather Evans proposed to be assigned as Co-Lead Deputy Auditor.
 - (c) Request for change in position and rate of pay for Deputy Auditor Kris Zanone proposed to be assigned as Co-Lead Deputy Auditor.
 - (d) Request for change in rate of pay for Deputy Court Clerk Sandra Albertson to fall in line with her job classification.
 - (2) WEED AND PEST
 - (a) Request for temporary seasonal employment for Mandy Adams.
 - ii) FAIRBOARD PERSONNEL DISCUSSION
 - (1) The Board reviewed the Auditor's office recommendations of reporting of reimbursable travel to meet General Accepted Accounting Principles and IRS standards for the Fair Board as well as all County employees. Specific itemized dates and purpose of travel along with miles driven must accompany reimbursement requests. A new reporting form will be recommended to report that travel in the future.
 - (2) The Board reviewed and approved the time sheets for Cory Parish along with specific documentation of Parish's overtime hours.

10:15 AM

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

d) 10:00 AM APPROVAL OF MINUTES

10:00 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE MINUTES OF THE BOARD FROM JUNE 3, 2013. CHAIRMAN CRANE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

e) 9:10 AM CSI RESIDENCY APPLICATIONS

i) The Board reviewed four CSI Residency applications for CSI 2013-2014

9:10 AM

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

f) 11:50 AM COUNTY PAYABLES

CURRENT EXPENSES	104	\$10,836.74
DISTRICT COURT FUND	106	\$2,346.31
COUNTY ROADS & BRIDGES FUND	107	\$2,191.98
WEED & PEST FUND	108	\$7,540.44
REVALUATION FUND	114	\$187.23
911 COMMUNICATIONS FUND	115	\$6,755.70
COUNTY BOAT LICENSE FUND	117	\$1,379.97
ASSESSOR TRUST FUND	123	\$180.06
JUSTICE FUND	130	\$54,666.64
MINI-CASSIA DRUG ENFORCEMENT TASK FORCE	136	\$6,000.00
ADULT MISDEMEANOR PROBATION	149	\$537.51
	TOTAL	\$92,622.58

11:55 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE COUNTY PAYABLES DATED JUNE 10, 2013. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

g) 9:10 AM COUNTY ROAD AND BRIDGE

i) Chairman Crane reported that Road and Bridge employees are doing shared work this week with the Murtaugh Highway District.

h) 9:57 AM BUILDING AND GROUNDS MATTERS

i) It was reported that no information has been received regarding sign removal at the CCJC.

ii) Asphalt work has been completed in the alleyway behind the courthouse.

iii) Commissioner Kunau, McMurray, and Larsen visited a school district office in Ogden, Utah, to physically examine furniture that is being considered for purchase for the CCJC.

i) 10:01 AM GATEWAY MATTERS

i) The Board determined to go with comments for the Gateway West Transmission Line EIS as presented by attorney Doug Balfour.

j) 10:03 AM UPDATE FY2014 BUDGET MATTERS

- i) Larsen would like to set up some dates for department heads/elected officials to meet with the Board for budget workshops over the next four to five weeks. That will be coordinated with the Administration Office to be placed on the agenda.
 - ii) Due to cuts in funding, it was recommended that a "B" budget expenditure amount be set for department spending and that Board approval would be required of department heads prior to purchases for the remainder of FY2013.
- 2) 9:10 AM MEETING WITH BERT STEVENSON REGARDING GATEWAY POSITION
- a) Stevenson appeared before the Board representing the Mini-Cassia Chamber of Commerce. He also serves on the Agriculture Committee.
 - b) The Agriculture Committee determined when they met to support Cassia County on their desire for an alternative route for the Gateway West Transmission Line. Their committee desires to have a copy of what is sent to the BLM from the County during the comment period regarding the EIS proposal so they can appropriately support the cause.
 - c) Comment by the County has not been formalized yet, but when that takes place, it will be provided to the Agriculture Committee.
 - d) Chairman Crane explained the Gateway Transmission Line proposal through Cassia County to the visitors present.
 - e) McMurray explained the Comprehensive Plan to those present explaining the importance of protecting agriculture to our area. Use of public land is preferable to use of individual private land. The County is suggesting a study to look at underground transmission lines for power.
- 3) 9:10 AM BOARD OF EQUALIZATION
- a) There is no BOE today.
- 4) 10:00 AM Commissioner Kunau asked to be excused from the meeting to conduct a tour of the new CCJC facility with 5th Judicial District personnel.
- 5) 10:02 AM SIGN FINAL SETTLEMENT OF LOCAL AGREEMENT WITH CASSIA COUNTY FOR OFFSYS, STORAGE TANKS PROJECT
- a) Final settlement for the agreement between ITD and the County for the Offsys, Storage Tanks Project, Major Program #09427, Program #T074360 reflects the amount of \$406.00 owed to the County. The Board needs to sign and accept that as being correct to the ITD to clear their books.

10:03 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE AND SIGN ACCEPTANCE OF THE RECONCILIATION AMOUNT OF \$406.00 AND RETURN IT TO THE ITD. CHAIRMAN CRANE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 6) 9:30 AM DISTRICT COURT BUDGET MEETING
- a) 5th Judicial District Judge Richard Bevan and Trial Court Administrator Linda Wright were present for the County District Court FY2014 budget workshop.
 - b) Wright provided the Board with the Idaho Supreme Court's 2014 budget and legislative priorities.
 - c) Larsen, as department head, presented the proposed "B" Budget requests highlighting the following line items:
 - i) Budget constraints have necessitated reduction of one clerk facilitated by a recent deputy clerk retirement. An increase in the extra help line item will allow for temporary help if needed.
 - ii) The new CCJC will require adjustments in the job descriptions of security personnel and bailiffs and to establish part and full time employment needs.
 - iii) Changes in jury forms may necessitate re-printing of those forms.

- iv) Reductions of requests were enumerated with line items for Equipment Maintenance, Jury Fees, Travel & Education, Contingency, and Office Equipment.
 - v) Court Assistance Clerk revenues from the 5th Judicial District were cut during the fiscal year by \$3000.00. That cut will remain at that reduced amount for FY2014.
 - vi) Budget requests of the 5th Judicial District were all included in Larsen's recommendations.
- 7) 10:10 AM DISCUSSION OF CLERK'S OFFICE SURVEILLANCE SYSTEM PURCHASE FROM LOREX
- a) Larsen had received a price for purchasing a surveillance system for the Clerk's area of the new CCJC from Lorex totaling \$1,621.80.
 - b) A bid was also received for extending the current surveillance system of the CCJC to include the Clerk's area from Todd Justesen at Global Surveillance. Expanding the system already slated was a better scenario according to Larsen as it would be integrated into the central surveillance system and would be a higher grade of equipment with a better warranty.
 - c) The cost for four cameras, licenses, labor and installation totaled \$2,625.00 from Global Surveillance.

10:11 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE PURCHASE OF SURVEILLANCE EQUIPMENT FROM GLOBAL SURVEILLANCE TOTALING \$2,625.00 FOR THE CLERK'S AREA OF THE CCJC AS PRESENTED. CHAIRMAN CRANE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 8) 10:04 AM REVIEW AND EXECUTE JOINT RESOLUTION NO. 2013-06-01 JUVENILE PROBATION FEE INCREASE

- a) The Board reviewed Joint Resolution No. 2013-06-01, a resolution to adopt an increase in the monthly cost of supervision from \$15.00 to \$25.00 with the Mini-Cassia Juvenile Probation Office.

10:04 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE AND SIGN RESOLUTION NO. 2013-06-01 TO INCREASE JUVENILE PROBATION FEES TO \$25.00 AS PRESENTED. CHAIRMAN CRANE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- b) Two original copies of Resolution No. 2013-06-01 will be signed by both Minidoka and Cassia County for each to retain an original copy of the joint resolution.

- 9) 10:10 AM REVIEW DRAFT CONTRACT ON COMMISSARY AND BANKING AT MCCJC

- a) The draft copy is not yet ready so the matter will be addressed at a later date.

- 10) 10:12 AM REVIEW MONTHLY AMBULANCE REPORT

- a) The Board reviewed the monthly ambulance report for May 2013.

- 11) 10:33 AM DISCUSS LAST TUESDAY'S LAW ENFORCEMENT CONTRACT MEETING WITH CITY COUNCIL

- a) The Burley City Council had not been notified regarding the amount of \$1,500,000 proposed by the County for the renewal cost of the law enforcement agreement.
- b) The County detailed the amount of \$1,794,000 in costs that were incurred to conduct city law enforcement which Commissioner Christensen had explained was a good deal for the City.
- c) Old issues were brought up as had been heard previously, such as costs for animal control, recreation coverage, double taxation, etc. City Councilmen Casey Anderson and Steve McGill indicated that they desired not to pay more as they felt the City of Burley was paying enough. Christensen asked if they desired to reduce what services they were receiving.
- d) Councilman John Craner wanted the County to attach costs to services rendered.
- e) The discussion of animal control costs are for services the City of Burley has chosen to do and is a non-issue as it pertains to the law enforcement agreement between the City and the County.

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- f) It didn't appear to be understood that the benefit of the COPS Grant that has provided the wages of one City officer for three years has been in the past deducted from the law enforcement agreement as a direct benefit to the City to assist in keeping the law enforcement agreement in place. That grant payment is now complete and the cost of that City officer, benefits, and County financial obligations are now additional to the County for that City officer. The COPS grant provisions requires keeping that officer employed for some time into the future.
- g) The City has pointed out continually the good service they have received.
- h) An email from Councilman Randy Hawkins was read to the Board by McMurray. Clarification of employee raises in his correspondence was going to be corrected and clarified by McMurray.
- i) Sheriff Heward indicated that he was not willing to cut coverage by the number of officers currently on the force as he felt it would be a disservice to citizens of the City of Burley.
- j) Where the subcommittee had passed no information on to the City Council, it was felt that the next step was to get that subcommittee back together. Chairman Crane requested that Commissioner Christensen take care of doing that.

12) 11:04 AM INDIGENT MATTERS

11:04 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) Case #2013034, #2013039, and #2013041
- b) Certificate of Denial on Case #2013027, #2013030, #2013031, #2013032, #2013033, and #2013035
- c) Notice of Lien and Application for Medically Indigent Benefits on Case #2013039, #2013040, and #2013041
- d) Order of Dismissal on Case #2012089, #2012113, and #2013010
- e) Notice of Continuance on Case #2012084, #2012109, #2012118, #2012126, #2012134, and #2013007
- f) Release of Medically Indigent Lien on Case #97047, #208108, #2012089, #2012113, and #2013010

11:22 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 11:22 AM.

11:23 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. 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 11:45 AM.

13) 12:00 PM LUNCH

- a) The Board attended a farewell appreciation luncheon to acknowledge the many years of service of 911 Coordinator Kent Searle. Searle will serve as a mission president, along with his wife Marilyn, for the LDS Church in Columbia.
- b) The Board conducted a tour of the CCJC facility with the Searle's.

14) 1:20 PM ADJOURNMENT

APPROVED:

/s/ _____

Dennis Crane, Chairman of the Board

ATTEST:

/s/ _____

Joseph W. Larsen, Clerk of the Board