



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, October 21, 2013

The Board of Cassia County Commissioners met in regular session on Monday, October 21, 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 Patty Justesen, Treasurer Jay Heward, CCSO George Warrell, CCSO Ruthe Hobbs

- 1) 8:58 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) Joint Public Defender meeting at 7:30 a.m. Tuesday, October 22, 2013, at the Cassia Commissioner Chambers
 - ii) Joint Jail meeting at 8:00 a.m. Tuesday, October 22, 2013, at the Commissioner Chambers
 - iii) A walkthrough of the proposed facility for Juvenile Probation at the County apartments will take place at 2:30 p.m. Tuesday, October 22, 2013.
 - iv) Cassia Regional Medical Center Board meeting at 7:00 a.m. Wednesday, October 23, 2013, for Commissioner Christensen
 - b) 9:05 AM CORRESPONDENCE
 - i) Commissioner Christensen received concerns from a property owner regarding a compliance issue for violations of easement for buildings without proper setbacks on property near 550 West on Highway 30 at 70 South.
 - ii) FFA contest judging to be held at 6:30 p.m. Thursday, October 24, 2013, at the NRCS office

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- iii) Intermountain Healthcare card regarding their “Spot the Tot” program to support watching closely for children before backing up vehicles
 - iv) Letter from the University of Idaho soliciting an evaluation of Extension employees Joel Packham and Grace Wittman.
 - v) Larsen advised the Board that the Auditor’s Office researched and verified that the County Extension Budget Agreement presented in the previous Board meeting matched what was budgeted for FY2014.
- c) 9:25 AM PERSONNEL
- i) CHANGE OF STATUS
 - (1) SHERIFF’S OFFICE
 - i) Promotion of Arley Ty Cahoon from Corporal – Patrolman to Sergeant – Patrolman with an increase in rate of pay
 - ii) Promotion of Jarrod Thompson from Sergeant – Patrolman to Staff Sergeant – Patrolman with increase in rate of pay
 - iii) Hiring of David Evans Daniel Potter as a Deputy – Patrolman
 - iv) Hiring of Leonardo Fierro, Jr. as a Deputy - Patrolman

10:31 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE SAID CHANGE OF STATUS REQUESTS FOR THE CASSIA COUNTY SHERIFF’S OFFICE. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

(2) MINI-CASSIA CRIMINAL JUSTICE CENTER

- i) Hiring of Russell Carsner as a Detention Deputy who has met physical fitness requirements.

(3) ADULT MISDEMEANOR PROBATION

- i) Promotion of Rojelio Mancias from Deputy Probation Officer to Senior Probation Officer with an increase in rate of pay.

9:29 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE SAID CHANGE OF STATUS REQUESTS FOR THE MINI-CASSIA CRIMINAL JUSTICE CENTER AND FOR ADULT MISDEMEANOR PROBATION. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- ii) Employee Time Sheet and Mileage Reimbursement Review for Fair employee Cory Parish

iii) EXTENSION OFFICE

- (1) Temporary Employee Personnel Action Request for hiring Dena Jarolimek to a part time position in the Extension office

10:13 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE SAID HIRING OF DENA JAROLIMEK TO A PART TIME POSITION IN THE EXTENSION OFFICE AND TO APPROVE FAIR EMPLOYEE TIME SHEETS AND MILEAGE REIMBURSEMENT. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- d) 11:06 AM APPROVAL OF MINUTES

11:06 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE MINUTES OF THE BOARD FROM OCTOBER 15, 2013. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

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- e) 9:15 AM CSI RESIDENCY APPLICATIONS
 - i) The Board reviewed two CSI Residency applications; one for spring 2013 and one for 2013-2014 high school dual credit.

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

- f) 11:20 AM COUNTY PAYABLES

- i) FY2013 Payables**

CURRENT EXPENSES	104	\$3,146.35
	TOTAL	\$3,146.35

- ii) FY2014 Payables**

CURRENT EXPENSES	104	\$7,425.34
DISTRICT COURT FUND	106	\$1,372.71
COUNTY ROADS & BRIDGES FUND	107	\$5,401.99
ASSESSOR TRUST FUND	123	\$107.55
JUSTICE FUND	130	\$7,476.35
PHYSICAL FACILITIES FUND	144	\$1,197.03
	TOTAL	\$22,980.97

11:20 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE COUNTY PAYABLES DATED OCTOBER 18, 2013, FOR FY2013 AND FY2014. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- g) 11:18 AM COUNTY ROAD AND BRIDGE

- i) Chairman Crane reported that frost had caused problems with the newly chipped road. Road and Bridge Supervisor Sam Adams will get in touch with the State of Idaho regarding that.
- ii) Commissioner Kunau asked about the road grading situation and scheduling of employees. He had concerns expressed to him from a citizen.

- h) 11:09 AM BUILDING AND GROUNDS MATTERS

- i) This past week LCA Architects installed kick downs and sound abatement strips on some doors. They will provide magnetic window covers for holding cell doors to block inmates from seeing out of the cells. They also provided stainless steel covers for uncovered outlet boxes.
- ii) Global Surveillance will install card readers at the doors behind the judge's bench in courtrooms one and two.
- iii) The panic button control reader is now functional with dispatch.
- iv) Walls, windows, and doors are in the process of being completed in the new Public Defender's office.
- v) The County is considering the purchase of some furniture from Dennis Byington that was used in the current Public Defender's office if the cost is appropriate.
- vi) McMurray reported on proposed changes in the former Magistrate Courtroom in the courthouse. Currently, the plan is to remove the witness stand and jury box but leave the judge's bench as is. That area will be used for administration, mapping, and building inspection offices.

- 2) 9:12 AM DISCUSS SECOND LEVEL CONFLICT PUBLIC DEFENDER

- a) Contracted second level public defender, McCord Larsen has accepted a position as Deputy Prosecuting Attorney and will need to withdraw from his contract as a second level public defender.
 - b) McMurray discussed with the Board the solicitation of attorneys that may desire to apply for that contract and proposed applicants going through the Administration office. He proposed a contract start date of December 1, 2013, with a deadline to apply of November 8, 2013.
- 3) 9:22 AM APPROVAL OF SPECIAL ASSESSMENTS FOR 2013 TAX ROLL
- a) Treasurer Justesen presented Special Assessment Totals that will be added to the tax roll for 2013 which totaled \$1,796,462.22.

9:25 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE THE SPECIAL ASSESSMENT TOTALS AS PRESENTED BY THE TREASURER'S OFFICE IN THE AMOUNT OF \$1,796,462.22. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 4) 9:25 AM REVIEW CONFLICT PUBLIC DEFENDER'S REPORT FOR SEPTEMBER 2013
 - a) The Board reviewed the Conflict Public Defender's Report as presented.
- 5) 9:30 AM REVIEW SECURITY AND PERSONNEL ISSUES WITH SHERIFF
 - a) Heward indicated that newly-hired Patrol Deputy Fierro is already certified and ordinarily would take 14 to 16 weeks for field training but should only require eight weeks.
 - b) Commissioner Christensen indicated that his pay should be equalized after Fierro's field training.
 - c) Patrol Deputy Potter was at the MCCJC and will lose a rank as well as a reduction in rate of pay to fill the Deputy Patrolman position. Potter will have to be POST trained which certification increased rate of pay by \$50.00 per month.
 - d) Staff Sergeant Thompson's promotion is to fill a position held by Don Green until his retirement seven years ago. It has not been filled since that time.
 - e) The Board expressed concern about the loss of county funding and the care that needs to be in place with rate of pay for employees. Some concern was expressed about an increase in rate of pay for physical fitness when other employees do not get that.
 - f) Larsen and Heward had discussed the implementation of a step and grade matrix for the County and how that would help in establishing pay for employees.
 - g) The Board indicated that the Security system needs to be evaluated still at the CCJC. If there are more people than necessary working security, a change will need to be made. Commissioner Christensen felt it would be best to make and proposed promotions and rate of pay changes following that evaluation.
 - h) Heward indicated that Court Security Supervisor Shannon Taylor is currently a Corporal and that his schedule had been adjusted to five days a week and he would like to make him a sergeant. Commissioner Kunau said that should be the case if he is going to be a supervisor.
 - i) A rate of pay increase for Ty Cahoon was to get his pay where it should be as there is a large disparity currently.
 - j) The Board asked that the step and grade pay grade system be formulated as soon as possible. Larsen requested a list of officers and their current positions at the CCSO.
 - k) Patrol Deputy Scott Emery resides in Albion and as part of the Emergency Operations Plan, he was given a 911 radio. He is very involved with ham radios. In a power outage, cell phones wouldn't work and the radio would facilitate communications. It was pointed out that a job

description for 911 would be appropriate. Emery would remain a civilian worker with no compensation.

6) 10:13 AM REVIEW ORDINANCE NO. 2013-10-01 REGARDING SMOKING NEAR COUNTY-OWNED BUILDINGS

a) Barrus indicated that an ordinance should not be done where it is within the City of Burley jurisdiction. He will work on a resolution for that. It will be tabled until that is prepared.

7) 10:15 AM REVIEW VEHICLE USE POLICY AND FOOD AND BEVERAGE POLICY AT CASSIA COUNTY JUDICIAL CENTER

a) Chairman Crane said that the policy was not intended to instruct judges on what they should or should not do. He indicated that he saw the benefit of the reward of candy after attending Judge Butler's Drug Court graduation.

b) The Board agreed that it would be permissible for judges to be exempt from the policy in their chambers. The original intent was to have security people be able to have both hands available for security purposes to do their job appropriately.

c) Sheriff Heward discussed with the Board the officers who he desires to be allowed to take their vehicles home with them.

d) Commissioner Christensen expressed concern with those who live deeper in Minidoka County taking patrol vehicles out of the County.

e) Commissioner Kunau asked about detectives who would need to leave their personal cars at the CCSO. It was pointed out that they are on call for a week at a time but respond to situations in both Cassia and Minidoka County.

f) Chairman Crane asked about situations where detectives do work in Minidoka County.

g) That hadn't been done in the recent past but Heward started it back up to keep a good working relationship with Minidoka County and because of our law enforcement agreement with the City of Burley.

8) 10:36 AM INDIGENT MATTERS

10:36 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: 2013076, 2013077

b) Certificate of Denial on Case: 2013074, 2013075, 2013079

c) Certificate of Approval on Case: 2013078

d) Notice of Lien and Application for Medically Indigent Benefits on Case: 2013087, 2013088

e) Assigned for Collection: 203162, 207081, 208009, 208120, 2010129, 2010138, 2010157, 2011005, 2011081, 2012048, 2012059, 2012070, 2012072, 2012099, 2012106, 2012130

f) Release of Medically Indigent Lien on Case: 2012053, 2013059, 2013080

g) Discussion: 2013022

h) Medical Records/Utilization Management Review on Case: 2013077

11:05 AM

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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 11:05 AM.

- 9) 10:50 AM REVIEW BURLEY HIGHWAY DISTRICT REPORT OCTOBER 2012 TO SEPTEMBER 2013
a) The Board reviewed the Burley Highway District Report for October 2012 and September 2013.
- 10) 11:00 AM ECC FY2014 DEDICATED EMERGENCY COMMUNICATIONS GRANT FEE FUND – EXECUTE AWARD DOCUMENT
a) GIS Specialist/Mapper Todd Quast and 911 Coordinator Kerry Bristol desire to attend a 911 emergency meeting with proceeds from this grant.

11:07 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE AN IDAHO EMERGENCY COMMUNICATIONS COMMISSION GRANT FOR \$2,000.00 AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 11) 11:10 AM DELTA DENTAL RENEWAL CONSIDERATION
a) There is no increase in cost for renewal of the Delta Dental contract. Administrative costs will remain at 11%.
b) The Board determined to renew the County contract with Delta Dental.

11:09 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE RENEWAL OF THE COUNTY CONTRACT WITH DELTA DENTAL AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 12) 12:00 AM WORKING LUNCH
13) 1:00 PM ADJOURNMENT

APPROVED:

/s/ _____

Dennis Crane, Chairman of the Board

ATTEST:

/s/ _____

Joseph W. Larsen, Clerk of the Board