



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

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

Monday, September 16, 2013

The Board of Cassia County Commissioners met in regular session on Monday, September 16, 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 Jay McDonald, KMVT

- 1) 9:10 AM AMENDMENT TO AGENDA
 - a) Requested contracted amendments from ES&S for election equipment came in too late to be included on the agenda.

9:10 AM

MOTION: COMMISSIONER KUNAU MOVED TO ADD DISCUSSION OF THE ES&S CONTRACT FOR ELECTION EQUIPMENT. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 2) 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) Cassia County Judicial Center Open House from 4:00 to 7:00 p.m. Friday, September 20, 2013
 - ii) South Central Community Action Meeting on September 19, 2013 in Twin Falls.
Commissioner Kunau will attend.
 - iii) Mid Snake Water Commission dinner with legislators at 6:00 p.m. Thursday, September 19, 2013, at the Senior Citizen's Center in Jerome. Commissioner Kunau will attend
 - b) 9:05 AM CORRESPONDENCE

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- i) Letter from Dutchman Manufacturing, Inc. regarding the permanent closing of their Burley Plant on November 15, 2013. They expect that 156 employees will be permanently affected.
- ii) Thank you from Tyler Gammon for the Board's purchase of his livestock at the Fair.
- c) 9:08 AM PERSONNEL
 - i) CHANGE OF STATUS
 - (1) PROSECUTOR'S OFFICE
 - (a) McCord Larsen was hired as a deputy prosecutor
 - ii) Timesheets for Cory Parish from the Fair and Rodeo and Sam Adams from Road and Bridge were reviewed by the Board

9:09AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE SAID PERSONNEL ACTIONS. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- d) 9:09 AM CSI RESIDENCY APPLICATIONS
 - i) The Board reviewed eight CSI Residency applications; three from 2013-2014 and five 2013-2014 high school dual credit.

9:10 AM

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

- e) 11:40 AM COUNTY PAYABLES

Cassia County Sheriff's Office Payables

CURRENT EXPENSES	104	\$484.03
911 COMMUNICATIONS FUND	115	\$2,256.30
JUSTICE FUND	130	\$21,339.07
	TOTAL	\$24,079.40

Other County Payables

CURRENT EXPENSES	104	\$97,217.05
INDIGENT FUND	105	\$1,870.39
DISTRICT COURT FUND	106	\$3,350.83
COUNTY ROADS & BRIDGES FUND	107	\$211.59
WEED & PEST FUND	108	\$3,753.72
REVALUATION FUND	114	\$2,236.80
COUNTY ELECTION FUND	116	\$122.90
COUNTY SNOWMOBILE FUND	118	\$746.00
JUSTICE FUND	130	\$647.24
ADULT MISDEMEANOR PROBATION	149	\$1,348.32
	TOTAL	\$111,504.84

11:40 AM

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

- f) 9:12 AM COUNTY ROAD AND BRIDGE
 - i) There was no report from Sam Adams from Road and Bridge today.

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g) 9:12 AM BUILDING AND GROUNDS MATTERS

- i) The Board reviewed Request for Proposal (RFP) #37 for credit for not striping the parking lot and for completing the floor in holding cell area for a \$750 credit

9:12 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE RFP #37 AS PRESENTED. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- ii) August 21, 2013, was determined to be the substantial completion date according to a previous change order with Starr Construction.
- iii) McMurray briefed Commissioner Christensen on the case presented by Jason Derricott from Starr Construction as he was not in attendance at the previous Board meeting. Barrus sent a letter to Starr Construction indicating that the County will stand by change orders.
- iv) The costs relative to the shunt trip was agreed on by the Board.

9:15 AM

MOTION: COMMISSIONER KUNAU MOVED TO AGREE AND SIGN TO THE SUBSTANTIAL COMPLETION DATE OF THE CCJC AS PRESENTED. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- v) District Judge Michael Crabtree responded with change requests which McMurray went over with the Board.
 - (1) Doors behind the judge's bench were installed such that the judge's primary exit back to the judge's chambers is controlled by a lock which the Board determined was not backwards from what it should be. The projects of using a key fob for both directions was discussed with Global Surveillance and that could be accomplished without a lot of additional expense for the keypads.
 - (2) Concerns with changing the witness stand with the clerk's desk was discussed and taken under advisement.
 - (3) Concern was expressed that courtroom furniture isn't the same stain color as the millwork in those courtrooms. When selecting colors, there was not very many choices. It was determined to change that furniture out with a lighter color which will include six council tables, two court reporter desks, and three lecterns. The supplier will not take the original furniture back where it is custom made. The County will keep it to use in other needed locations.
 - (4) Concern was expressed about Council tables not being big enough. The current tables are seven feet long. That was chosen as eight foot long tables appeared to crowd the available area. The Board took that under advisement.
 - (5) Judge Crabtree requested a higher lift chair for the judge's bench for better visibility in the courtroom which the Board indicated will be taken care of.
- vi) The Board discussed the CCJC Open House, invitations, and refreshments.
- vii) The Board discussed costs of a ramp for materials and labor for the Public Defender's Office totaling \$1,650.00.

9:36 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE THE COSTS FOR THE RAMP AT \$1,650.00 AT AS PRESENTED FOR THE PUBLIC DEFENDER OFFICE. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- viii) The Board discussed parking lot seal coat. Curbing can only be painted yellow or white. ; the Board determined to have them painted yellow. The bid on the project was \$10,714. There

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was a little more repair to allow for appropriate drainage that will increase the costs slightly. The seal coating and striping should be completed by the day before the open house.

- ix) Appropriate spaces for disabled parking was discussed.

9:39 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE KLOEPFER CONCRETE TO DO THE PARKING LOT SEAL COATING AND STRIPING AS PRESENTED. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- x) The additional cost for completing walls and rooms in the Public Defender's office is approximately \$9,700.00 plus \$5,000.00 for construction in the first apartment will make the total project completed at roughly \$16,000.00.
- xi) Occupancy will take place sometime after the first of October.

9:41 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE CHANGES AS PRESENTED FOR THE PUBLIC DEFENDER'S OFFICE. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

3) 9:00 AM TAXING DISTRICTS L-2 REVIEW FOR BOARD APPROVAL

- a) Larsen discussed with the Board the County L-2's as computed and the effect on the budget. Road and Bridge and the Fair and Rodeo reached their maximum levy limit. The Fair Board had discussed adding a request for additional funds for special projects that was not included on their budget worksheet requests. Chairman Crane recommended that budget remain without any additional funding.
- b) The Board determined to absorb the small budgeted amount over the levy limit in other expense areas.
- c) The Board discussed the large amount of costs from the Current Expense Fund of the County that is expended for the Almo and Elba roads. The inadequate taxing revenue that would be derived from the property value in that area would be an issue.
- d) The Board discussed employee rate of pay increases. Larsen explained the Auditor's office had worked with each department to decrease as much as was possible "B" Budget expenditures to enhance the likelihood of pay increases for employees. He recommended that after the working of the budget as was done the Board consider what was budgeted for a cost of living increase to all qualifying employees of \$0.50 per hour for wage earners and 3% for exempt employees. It was further recommended the set amounts be used to better prepare for implementation of a step and grade matrix for employee compensation that the Auditor's office has been working on.
- e) Larsen explained that there would be a greater amount of foregone balance than originally anticipated to recoup what was utilized for the construction of the Cassia County Judicial Center (CCJC). The Commissioners were pleased with that.
- f) The overall FY2014 budget decreased by 8.92%. That amounts to a \$1,657,197 decrease from \$18,788,824 in FY2013 to \$17,113,627 in FY2014.

9:58 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE A COST OF LIVING INCREASE IN RATE OF PAY TO ALL QUALIFYING COUNTY EMPLOYEES AS PRESENTED. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- g) The Board reviewed all County taxing district L-2's as prepared by the taxing districts and the Auditor's Office.

9:46 AM

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MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE AND SIGN COUNTY TAXING DISTRICT L-2'S AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

4) 11:03 AM RC&D DUES REQUEST

- a) The County received a reminder from RC&D that dues have not been paid for the past two years.
- b) Commissioner Kunau just attended a meeting recently and they reported that they have plenty of money and a past due amount wasn't talked about in that meeting.
- c) Commissioner Kunau will follow through on their request for funding of \$250.00.

5) 11:04 AM REVIEW AND CONSIDER FOR APPROVAL REQUEST TO PURCHASE AMMUNITION – MCCJC

- a) The Board reviewed a request for the purchase of 18,000 practice rounds of .45 ammunition and 1,000 rounds of shotgun ammunition for the MCCJC totaling \$4,500.00 in cost.

11:06 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE PURCHASE OF PRACTICE AMMUNITION TOTALING \$4,500.00 FOR THE MCCJC AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

6) 11:14 AM REVIEW AND CONSIDER INTERMOUNTAIN HOSPITAL AGREEMENT

- a) The Board reviewed a contract from Intermountain Hospital for the providing of mental health services for involuntary mental holds.
- b) The contract reflected a 5% increase from the current rate of \$827 to \$868.

11:15 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE AND SIGN THE CASSIA COUNTY/INTERMOUNTAIN FACILITY AGREEMENT AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

7) 9:40 AM REVIEW AND SIGN MILEAGE REIMBURSEMENT FOR FAIR BOARD

9:41 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE MILEAGE REIMBURSEMENT FOR THE FAIR BOARD AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

8) 11:18 AM MINI-CASSIA EMS REQUEST FOR FINANCIAL SUPPORT

- a) The Board reviewed a request from the Mini-Cassia EMS for funding.

11:18 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE REQUEST FOR FUNDING FROM MINI-CASSIA EMS. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

9) 10:00 AM KMVT COURT TOUR

- a) The Board conducted a tour of the CCJC with Jay Michaels from KMVT. Jay Lenkersdorfer from The News Journal accompanied them.

10) 11:06 AM INDIGENT MATTERS

11:06 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.

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Welfare Director Susan Keck presented the following:

- a) Case #2013073
- b) Certificate of Denial on Case #2013061
- c) Notice of Lien and Application for Medically Indigent Benefits on Case #2013073, #2013074, #2013075, #2013076, #2013077, #2013078, and #2013079.
- d) Order of Dismissal on Case #2012126
- e) Release of Medically Indigent Lien on Case #2012126

11:14 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 11:14 AM.

11) 11:19 AM CONFLICT PUBLIC DEFENDER REPORT AUGUST 2013

- a) The Board reviewed Clayne Zollinger's Conflict Public Defender Report for August 2013.
- b) The review didn't include the 2nd level Conflict Public Defender Report from McCord Larsen.

12) 11:19 AM MINI-CASSIA BOARD OF GUARDIANS REQUEST FOR FUNDS

- a) The Mini-Cassia Board of Guardians requested \$250 FY2013.

11:20 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE THE PAYMENT OF \$250 FOR THE MINI-CASSIA BOARD OF GUARDIANS AS PRESENTED. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

13) 11:23 AM REVIEW AND CONSIDER XEROX AGREEMENTS

- a) A color copier purchased by the County will cost \$0.0114 per copy black and white and \$0.1161 for color to be used in the front work area of the Clerk's office.
- b) Two black and white copiers will be rented for 60 months at \$192.66 per month plus \$0.0098 per copy to be used in the back work area and the Judge's chambers alcove area in the CCJC.

11:27 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE ONE SERVICE AND TWO RENTAL AGREEMENTS WITH XEROX AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

14) 11:30 AM REVIEW INSURANCE POLICY WITH LORI BERGSMA

- a) Bergsma reviewed with the Board the renewal of the County's ICRMP policy and agreement. She indicated that there was little change in the verbiage of the policy from last year. Property and vehicle schedules are provided to the Administration office.
- b) Bergsma will tour the CCJC to identify contents of the building. Building appraisal improvements and additional furniture and building contents need to be added to the policy.
- c) There is an increase from \$20,000,000 to \$50,000,000 liability coverage.
- d) The premium increased some from this past year to \$156,230 largely due to increases in payroll.
- e) Bergsma indicated that the County could reject offered coverage for acts of terrorism as defined in the Terrorism Risk Insurance Act.

11:35 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO REJECT THE OFFERED COVERAGE FOR ACTS OF TERRORISM. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- f) The Board went to the CCJC to evaluate the building with Bergsma.
15) 12:00 PM LUNCH WITH LORI BERGSMA AT PERKINS RESTAURANT
16) 1:54 PM THE BOARD RECONVENED AT THE COMMISSIONER'S CHAMBERS

1:55 PM 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 2:22 AM.

- 17) 2:45 PM ADJOURNMENT

APPROVED:

/s/ _____

Dennis Crane, Chairman of the Board

ATTEST:

/s/ _____

Joseph W. Larsen, Clerk of the Board