



# Cassia County Board of Commissioners

*Commissioner Chambers*

*1459 Overland Ave.*

*Burley, ID 83318*

[www.cassiacounty.org](http://www.cassiacounty.org)

**Board Chairman:**

*Dennis Crane*

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**Board Members:**

*Paul Christensen (District #1) ~ [pchristensen@cassiacounty.org](mailto:pchristensen@cassiacounty.org)*

*Bob Kunau (District #2) ~ [bob.kunau@cassiacounty.org](mailto:bob.kunau@cassiacounty.org)*

*Dennis Crane (District #3) ~ [dcrane@cassiacounty.org](mailto:dcrane@cassiacounty.org)*

Monday, July 21, 2014

The Board of Cassia County Commissioners met in regular session on Monday, July 21, 2014, 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:	Chad Harris Terri Jenkins, BLM Kelsey Dehoney, BLM Jay Lenkersdorfer, The News Journal Darren Elkins, Blomquist Hale

- 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, BUDGET MATTERS
  - a) 9:05 AM CALENDAR
    - i) Joint Public Defender Meeting at 7:30 a.m. Tuesday, July 22, 2014
    - ii) Joint Justice Meeting at 8:00 a.m. Tuesday, July 22, 2014
    - iii) Joint powers meeting with Minidoka County Board members to finalize joint budgets to be held at 12:00 p.m. Monday, July 28, 2014, as a working lunch in the Cassia Board Room.
    - iv) District IV Elected Officials quarterly meeting at 1:30 p.m. Wednesday, July 30, 2014, at the Wilson Theater in Rupert. RSVP Patty Temple if you are going to attend.
    - v) The Spudman Triathlon will be held Saturday, July 26, 2014.
    - vi) Commissioner Christensen reported that he will meet with City of Burley Councilman Randy Hawkins this week regarding preparation for the meeting of the committee formed to discuss the Law Enforcement Agreement between the City of Burley and Cassia County.

**CASSIA COUNTY COMMISSION**

**REGULAR SESSION**

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- vii) Fair Board Meeting and work night for Chairman Crane will be Tuesday, July 22, 2014.
- viii) The County auction was held this past Friday. There were very few items for sale, which included no vehicles this time. There were only 30 registered bidders and only about six of them bid and purchased items. Proceeds from sales amounted to about \$1300.00.

b) 9:05 AM CORRESPONDENCE

- i) Letter from Life Run Ambulance supervisor Doug Adams indicating that their ambulance grant was approved. They will purchase a heart monitor and the hospital will fund the balance of the costs. He expressed gratitude for the letter of support from the Board.
- ii) Minutes from the South Central Health Department budget hearing was received from Director Rene LeBlanc. The budget was approved.
- iii) Invitation from the 5<sup>th</sup> Judicial District to an open house for the new Problem Solving Courts facility in Twin Falls to be held from 3:00 to 5:00 p.m. Tuesday, July 29, 2014, at that facility located at 260 4<sup>th</sup> Ave. N. Suite B in Twin Falls

c) 9:08 AM PERSONNEL

i) CHANGE OF STATUS

(1) SHERIFF'S OFFICE

- (a) Decrease in rate of pay for Terry Higley for not meeting physical fitness requirements
- (b) Decrease in rate of pay for Eric Shippen for not meeting physical fitness requirements

(2) MINI-CASSIA CRIMINAL JUSTICE CENTER

- (a) Increase in rate of pay for Russell Hollins for meeting physical fitness requirements
- (b) Reduction in rate of pay for Jennifer Lee for not meeting physical fitness requirements
- (c) Increase in rate of pay for Angus Merrell for meeting physical fitness requirements

(3) PROSECUTOR OFFICE

- (a) Deputy Prosecuting Attorney Douglas Abenroth was notified by McMurray regarding the Board's appointment of him to fill the term of resigning current Prosecuting Attorney Al Barrus effective September 1, 2014.

- (4) The Board reviewed an employee time sheet for Fair employee Katlynn Holt.

9:09 AM

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

d) 10:20 AM APPROVAL OF MINUTES

10:20 AM

**MOTION: COMMISSIONER KUNAU MOVED TO APPROVE MINUTES OF THE BOARD FROM JULY 14, 2014. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

10:20 AM

**MOTION: COMMISSIONER KUNAU MOVED TO APPROVE MINUTES OF THE BOARD FROM JULY 15, 2014. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

e) 9:10 AM JUNIOR COLLEGE RESIDENCY APPLICATIONS

- i) The Board reviewed four adult CSI Junior College Residency Applications

9:10 AM

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

f) 9:47 AM COUNTY PAYABLES

CURRENT EXPENSES	104	\$3,041.92
INDIGENT FUND	105	\$2,128.31
DISTRICT COURT FUND	106	\$2,779.33
COUNTY ROAD & BRIDGE FUND	107	\$418.04
REVALUATION FUND	114	\$3,208.84
911 COMMUNICATIONS FUND	115	\$3,627.43
ASSESSOR TRUST FUND	123	\$270.10
JUSTICE FUND	130	\$259,409.93
PHYSICAL FACILITIES FUND	144	\$8,775.15
ADULT MISDEMEANOR PROBATION	149	\$1,066.34
	<b>TOTAL</b>	<b>\$284,725.39</b>

9:47 AM

**MOTION: COMMISSIONER KUNAU MOVED TO APPROVE COUNTY PAYABLES DATED JULY 18, 2014. COMMISSIONER CHRISTENSEN 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 working on cattle guards with the BLM.
- ii) They are also working with the Burley Highway District.

h) 9:11 AM BUILDING AND GROUNDS MATTERS

- i) Commissioner Christensen asked if we are getting to the end of the billings yet on the remodel of the courthouse.
- ii) McMurray reported that they are getting close and should have that done by next week.
- iii) Everything should be painted by August 1<sup>st</sup> in preparation for an open house of both the courthouse and the Cassia County Judicial Center (CCJC).

i) 9:10 AM GATEWAY MATTERS – No matters today

j) 10:35 AM BUDGET MATTERS

- i) Larsen reported meeting with MCCJC director Darwin Johnson regarding their budget for FY2014. A number of items were eliminated from their proposed budget to get closer to available funding with revenue available.
- ii) Larsen stressed the importance of needed direction from the Board regarding expenditure cut priorities from department head requests. There are a number of requests that exceed our ability to fund with decreased grants, fines, fees, citations, and contracts. He also stressed the uncertainty of Payment in Lieu of Taxes (PILT) funds relied on that may not get full funding for FY2014 with all the changes in legislators. Many of those changes include a number of legislators serving on federal appropriations committees that reside in the eastern states where PILT is generally not a funding source for counties who have little sympathy for rural county's needs.

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- 2) 9:14 AM DELIBERATE ON THE FOLLOWING LIQUOR AND BEER LICENSES
- a) Went on the Record at 9:14 a.m. and Chairman Crane noted that all applications have been reviewed by the Sheriff's office and are in order.
  - b) 610 Club – draft, bottled or canned beer and retail liquor on premise
  - c) Bake Central – bottled or canned beer off premise
  - d) Smith's Café – draft, bottled, or canned beer on and bottled or canned beer off premise
  - e) Unit 54 – bottled or canned beer off premise
  - f) Walgreens #13673 – bottled or canned beer off premise
  - g) Tracy General Store – bottled or canned beer off premise
  - h) Almo Creek Outpost – bottled or canned beer on and off premise and wine by the drink
  - i) Travel Stop 216 & Village RV Resort – bottled or canned beer on and off premise and wine off premise

**9:17 AM**

**MOTION: COMMISSIONER KUNAU MOVED TO APPROVE THE ALCOHOLIC BEVERAGE LICENSE APPLICATIONS AS PRESENTED. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- 3) 9:18 AM DELIBERATE ON RESOLUTION NO. 2014-018 – DESTRUCTION OF ASSESSOR'S OFFICE SEMI-PERMANENT RECORDS

- a) Commissioner Kunau read the resolution to the Board.
- b) Chairman Crane stated the resolution had been reviewed by Barrus and McMurray.

**9:19 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE RESOLUTION NO. 2014-018 FOR DESTRUCTION OF ASSESSOR'S OFFICE SEMI-PERMANENT RECORDS AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- 4) 9:19 AM DELIBERATE ON RESOLUTION NO. 2014-019 – DESTRUCTION OF ELECTION RECORDS

- a) Commissioner Kunau read the resolution to the Board.
- b) Chairman Crane stated the resolution had been reviewed by Barrus and McMurray.

**9:20 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE RESOLUTION NO. 2014-019 AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- 5) 9:24 AM BURLEY HIGHWAY DISTRICT HOWELL CANYON REPORT

- a) Commissioner Kunau reviewed the Howell Canyon report from the Burley Highway District.
- b) The amount paid to the Burley Highway District for FY2013 was \$68,750.66.

- 6) 9:43 AM REVIEW CITY OF BURLEY REQUEST FOR CHANGE IN ZONING ORDINANCE TO ALLOW A TRANSFER STATION IN INDUSTRIAL COMMERCIAL ZONE

- a) McMurray read correspondence received from Mayor Merlin Smedley from the City of Burley requesting a change in zoning ordinance to allow for a transfer station in industrial zoning areas.
- b) McMurray stated that said correspondence serves as notice as a Petition to Amend a County ordinance.
- c) As such, a \$500.00 application fee is required and must be followed by a hearing before the County Planning and Zoning Commission. Costs of publication of notice of the hearings as well as transcription and processing fees are also the obligation of the petitioner.
- d) Commissioner Christensen noted that he had talked to Southern Idaho Solid Waste director Josh Bartlome and he indicated costs to transport waste from the proposed transfer station will be

more expense than the current system. That would likely translate to an increase in cost to the consumer for solid waste removal.

- e) The Board asked McMurray to prepare a letter of response to Mayor Smedley.
- f) At 10:15 a.m., Chairman Crane read the proposed letter as prepared. Some clarifications were made to the proposed letter. Following those changes, the Board approved the letter.

**10:19 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE AND SEND THE PROPOSED LETTER OF RESPONSE TO THE CITY OF BURLEY REGARDING THEIR REQUEST FOR A CHANGE IN A ZONING ORDINANCE TO ALLOW FOR A TRANSFER STATION. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

7) 9:52 AM WILDLAND FIRE PREVENTION EDUCATION

- a) Terri Jenkins and Kelsey Dehaney from the BLM presented to the Board the Wildland Fire Prevention program adopted in our area.
- b) The program is funded by the U.S. Forest Service and the BLM.
- c) They pointed out that fire prevention definitely helps to save money and stressed that most wildfires are human caused.
- d) There are branches of their organization in various areas of the State of Idaho including Burley.
- e) Jenkins and Dehaney went through a PowerPoint presentation regarding the plan.

8) 10:30 AM INDIGENT MATTERS

**10:30 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 cases for review and approval of the Board:

- a) Case Presentation:
- b) Certificate of Denial: 2014054, 2014055, 2014064
- c) Certificate of Approval: 2014012
- d) Notice of Continuance of Hearing: 2014038
- e) Medical Records/Utilization Management Review: 2014-065

**10:44 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 10:44 AM.**

9) 12:00 PM DEPARTMENT HEAD TRAINING

- a) Cassia County contracts, through our health care plan, with Blomquist Hale Employee Assistance (EAP). They provided direct, face-to-face guidance to address virtually any type of problem or stressful life situations for employees.
- b) Darren Elkins, director for Blomquist Hale Employee Assistance went through a PowerPoint presentation regarding the various resources that are free benefits to employees of Cassia County and those individuals living in their household.
- c) He encouraged department heads to explain the potential benefits to employees in utilizing this employee assistance program.

10) 1:14 PM ADJOURNMENT

***CASSIA COUNTY COMMISSION  
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APPROVED:

/s/ \_\_\_\_\_

Dennis Crane, Chairman of the Board

ATTEST:

/s/ \_\_\_\_\_

Joseph W. Larsen, Clerk of the Board