



# Cassia County Board of Commissioners

Cassia County Courthouse  
Commission Chambers  
1459 Overland Ave. – Room 206  
Burley, ID 83318  
[www.cassiacyoung.org](http://www.cassiacyoung.org)

**Board Chairman:**  
Dennis Crane

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**Board Members:**

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Bob Kunau (District #2) ~ [bob.kunau@cassiacyoung.org](mailto:bob.kunau@cassiacyoung.org)  
Dennis Crane (District #3) ~ [dcrane@cassiacyoung.org](mailto:dcrane@cassiacyoung.org)

Monday, September 8, 2014

The Board of Cassia County Commissioners met in regular session on Monday, September 8, 2014, at 9:00 a.m. in the Commission 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:	Ruthe Hobbs Russ Rasmussen, MCCJC Joel Packham, Extension Office Cary Curtis, Farm Service Agency

- 1) 9:02 AM AMENDMENT TO AGENDA
  - a) Commissioner Christensen read a letter from IAC regarding the nomination of Commissioner Dave McGraw from Latah County for the at-large open position with the Capital Crimes Defense Program. That notification came after the posting of the agenda.

**9:02 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO ADD TO THE AGENDA DISCUSSION OF THE NOMINATION FOR THE OPEN AT-LARGE MEMBER POSITION WITH THE CAPITAL CRIMES DEFENSE PROGRAM THAT CAME IN AFTER THE POSTING OF THE AGENDA FOR THIS MEETING. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- b) It was pointed out that the Board could nominate a county commissioner of their choice for that at-large position or they could accept the nomination of Dave McGraw to fill his expired term.

**10:44 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE NOMINATION OF COMMISSIONER DAVE MCGRAW FROM LATAH COUNTY FOR THE OPEN AT-LARGE MEMBER**

**CASSIA COUNTY COMMISSION  
REGULAR SESSION  
Monday, September 8, 2014**

**POSITION WITH THE CAPITAL CRIMES DEFENSE PROGRAM. COMMISSIONER KUNAU  
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) Fair Board meeting Tuesday night, September 2<sup>nd</sup> for Chairman Crane
  - ii) Juvenile Meeting at 7:30 a.m. Tuesday, September 9<sup>th</sup>, at the Minidoka Juvenile Probation office
  - iii) Joint Jail Meeting at 8:00 a.m. Tuesday, September 9<sup>th</sup> at the Minidoka Juvenile Probation office
  - iv) Southern Idaho Economic Development Organization (SIEDO) meeting from 10:00 a.m. to 2:00 p.m. September 11<sup>th</sup>.
  - v) Cassia County Historical Society and Museum annual member drive and dinner at 6:00 p.m. Thursday, September 11<sup>th</sup>. Food assignments were given to elected officials.
  - vi) Idaho Association of Counties (IAC) Annual Conference to be held in Moscow from September 15<sup>th</sup> to 19<sup>th</sup>. Commissioner Christensen and Clerk Larsen will be in attendance at that meeting.
  - vii) DL Evans Bank's 110 year anniversary celebration at the Albion City Park from 3:00 to 7:00 p.m. Saturday, September 13<sup>th</sup>
  - viii) Mini-Cassia Transportation Meeting will be held Wednesday morning, September 17<sup>th</sup> for Chairman Crane. Commissioner Christensen asked if the decision for McCain's to not carry forward with their planned expansion would make a difference with the proposed changes with the highway.
  - ix) Cassia County Employee Appreciation luncheon will be held from 11:00 a.m. to 1:00 p.m. on September 25<sup>th</sup> at the Masonic Lodge Hall. It will be catered by Morey's and the Board will request an RSVP for a closer count. All employees and a partner will be invited.
  - x) Mid-snake Resource Conservation and Development meeting to be held at the Jerome Senior Citizens Center has been changed to October 1<sup>st</sup> due to IAC meetings.
- b) 9:05 AM CORRESPONDENCE
- i) Notice of the fall collections of the Unusable Pesticide Disposal Program scheduled through the Idaho State Department of Agriculture to take place at the BLM Burley Field Office on Monday, September 29<sup>th</sup>
  - ii) Notice regarding the National Ergonomics Conference to be held in Las Vegas, Nevada
- c) 10:02 AM PERSONNEL
- i) CHANGE OF STATUS
    - (1) SHERIFF'S OFFICE
      - (a) Transfer of Bailiff/Court Security Officer Kimberly Hammond to Deputy Patrolman with no change in rate of pay
    - (2) FAIRGROUNDS
      - (a) Correction of error in the original Change of Status Request for the hiring of Blair Bowers for the position of Fairgrounds Manager to reflect the accurate position Bowers was hired for as Fairgrounds Groundskeeper

(3) PROSECUTING ATTORNEY

- (a) Hiring of attorney Paul C. Jeffries to fill the open position of Deputy Prosecuting Attorney. Jeffries is a graduate of Brigham Young University and the University Of Idaho School Of Law in 2012. He has worked for a magistrate judge in Pocatello and more recently with the Caribou County district judge. His father is a federal magistrate judge in Arizona. Abenroth received some very good reports on Jeffries. He begins his employment effective October 1, 2014.

10:10 AM

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

- d) 10:56 AM APPROVAL OF MINUTES

10:56 AM

**MOTION: COMMISSIONER KUNAU MOVED TO APPROVE MINUTES OF THE BOARD’S SPECIAL MEETING HELD TUESDAY, SEPTEMBER 2, 2014. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- e) 9:07 AM JUNIOR COLLEGE RESIDENCY APPLICATIONS
  - i) The Board reviewed seven Junior College Residency Applications; one high school dual credit application and six adult applications.

9:07 AM

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

- f) 10:59 AM COUNTY PAYABLES

CURRENT EXPENSES	104	\$14,251.80
INDIGENT FUND	105	\$828.01
DISTRICT COURT FUND	106	\$1,463.38
COUNTY ROADS & BRIDGES FUND	107	\$1,477.24
REVALUATION FUND	114	\$562.74
911 COMMUNICATIONS FUND	115	\$7,730.37
COUNTY BOAT LICENSE FUND	117	\$385.00
ASSESSOR TRUST FUND	123	\$279.20
JUSTICE FUND	130	\$61,658.86
CASSIA DRUG TASK FORCE	136	\$50.00
D.A.R.E TRUST	137	\$336.46
PHYSICAL FACILITIES FUND	144	\$100.00
ADULT MISDEMEANOR PROBATION	149	\$479.68
	<b>TOTAL</b>	<b>\$89,602.74</b>

10:59 AM

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE COUNTY PAYABLES DATED SEPTEMBER 8, 2014. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- g) 9:12 AM COUNTY ROAD AND BRIDGE

- i) The Board discussed the enlarging of a gate requested by Almo resident Joyce Ward
- ii) The Road and Bridge crew is currently graveling roads
- h) 9:12 AM BUILDING AND GROUNDS MATTERS
  - i) Larsen carried the message from the Joint Juvenile Probation meeting regarding their request for placement of windows in the doors of the Cassia County Juvenile Probation office. McMurray will follow through with that request.
  - ii) Larsen inquired about usage of space in the room formerly used by Darrell Roskelley and Rich Neu on the third floor of the courthouse. McMurray indicated that some books have value and some are of no value. McMurray and his staff will work with the Clerk's office to make more room there for records storage and retrieval.
- 3) 9:16 AM EXECUTIVE SESSION – PENDING LITIGATION IC 67-2345 (1)(f) – BOARD ROOM
- 9:16 AM EXECUTIVE SESSION**
- MOTION: COMMISSIONER CHRISTENSEN MOVED TO CONVENE IN EXECUTIVE SESSION REGARDING PENDING LITIGATION UNDER IDAHO CODE SECTION 67-2345(1)(F). 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 9:40 AM.**
- 4) 9:30 AM DELIBERATE ON APPROVAL FOR CASSIA COUNTY JUDICIAL CENTER (CCJC) DATA CABLING
  - a) Larsen explained an email from Supreme Court IT Supervisor Kevin Iwerson regarding financial assistance they will provide for HDMI data cabling to the monitors in each courtroom.
  - b) Originally they left that up to the County to provide and now will share the costs. The County will provide \$2,000, which is slightly less than the total cost, to do the cabling and associated work required.
  - c) The work will be performed by Twisted Technologies and will be coordinated by the Supreme Court.
- 9:43 AM**
- MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE EXPENDITURE OF \$2,000 TOWARDS HDMI DATA CABLING AT THE JUDICIAL FACILITY COURTROOMS. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**
- 5) 9:43 AM DELIBERATE ON MINI-CASSIA CRIMINAL JUSTICE CENTER (MCCJC) PURCHASE OF LAWNMOWER
  - a) Russ Rasmussen informed the Board of the failure of lawnmowers at the MCCJC.
  - b) Commissioner Christensen asked about the elimination of grass as originally discussed at the MCCJC. Rasmussen explained that the grass in the center court of the facility will remain the same.
  - c) Commissioner Kunau talked about a regular push mower for around \$250.
  - d) Chairman Crane asked about the County lawnmower that could be used at the MCCJC.
  - e) Commissioner Christensen suggested that the County could contract out all mowing or use County assets we currently have.
  - f) Larsen explained the need for services on behalf of the MCCJC should be shared with Minidoka County where it is part of a joint powers agreement.
  - g) The Board asked McMurray to work through the situation having maintenance supervisor Craig Munoz provide the lawn mowing until it can be discussed again by the Board.
  - h) The matter was tabled until next Board meeting.

- 6) 9:50 AM EXECUTE LETTER REGARDING OIL AND GAS EXPLORATION WITHIN CASSIA COUNTY
- a) A proposed letter from the Prosecutor's office regarding oil and gas exploration within Cassia County was read by Commissioner Christensen.
  - b) It was asked that the letter be put on the letterhead of the Board of Commissioners.

**9:52AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE AND SEND THE LETTER PROPOSED REGARDING OIL AND GAS EXPLORATION IN CASSIA COUNTY. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- 7) 9:52 AM DELIBERATE ON ORDINANCE NO. 2014-09-01 ESTABLISHING THE TIMES NEWS AS CASSIA COUNTY'S OFFICIAL NEWSPAPER
- a) Chairman Crane reported that the official paper of record for Cassia County, The News Journal, has ceased publication
  - b) Commissioner Kunau read the proposed ordinance regarding designation of The Times News as the new official paper of record for Cassia County.

**9:53 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE ORDINANCE NO. 2014-09-01 ESTABLISHING THE TIMES NEWS AS THE OFFICAL NEWSPAPER OF RECORD FOR THE COUNTY. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- 8) 9:57 AM DELIBERATE ON RAFT RIVER RURAL ELECTRIC'S APPLICATION TO USE PUBLIC RIGHT-OF-WAY
- a) Raft River Electric desires to do work in the right-of-way along the Twin Sisters Road in the City of Rocks. They want to bury what is now an overhead power line.
  - b) McMurray indicated that appropriate applications and fees have been paid and he read the highlights of the request.

**10:00 AM**

**MOTION: COMMISSIONER KUNAU MOVED TO APPROVE THE REQUEST OF RAFT RIVER ELECTRIC FOR PLACEMENT OF UNDERGROUND POWER LINES IN THE PUBLIC RIGHT-OF-WAY AS REQUESTED. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- 9) 10:01 AM DELIBERATE ON ELECTION EXPRESSVOTE RELATED CONTRACTS
- a) Contracts for the approval and purchase of new ExpressVote hardware and ElectionWare Software from Elections Systems and Software (ES&S) were reviewed by Abenroth and McMurray.
  - b) This new equipment is to help meet Help America Vote Act (HAVA) provisions for voting of the challenged or handicapped.
  - c) No areas of concerns in the contract were noted.

**10:04AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO ACCEPT AND SIGN THE CONTRACT WITH ES&S FOR THE PURCHASE OF ELECTION EQUIPMENT AND SOFTWARE AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

- 10) 10:12 AM DELIBERATE ON EXPENDITURE FOR GOOGLE EMAIL, CALENDARING, AND DOCUMENT SHARING FOR CASSIA COUNTY EMPLOYEES
- a) McMurray explained to the Board the proposal of email hosted by Google as a remedy to current issues with email for County employees.

- b) A proposed fix is to have an internet-based Google account that also includes integrated calendaring that can be managed from a browser. It provides a means by which email can work well across the County.
- c) Cost is \$50 per account and there are approximately 190 accounts currently. McMurray visited with Ben Stephenson and there may be a need for about 150 accounts currently. The cost would be about \$7,500 to \$8,500 per year for the County.
- d) It also includes document storage and sharing. Stephenson felt it is a good way to go from an IT standpoint.
- e) Larsen provided comments on the continual management that has been required with the limited storage quota with our current service. Email is managed with Microsoft Outlook that does not provide sharing from a single workstation or on the web. The Microsoft Exchange solution is far more costly to the County than Google. Many counties and the school district use the Google solution.
- f) Abenroth also commented that his office uses Google calendar for better email management.

**10:25 AM**

**MOTION: COMMISSIONER KUNAU MOVED TO APPROVE THE PROPOSED SOLUTION FOR WEB-BASED EMAIL BY ESTABLISHING A COUNTY GOOGLE ACCOUNT. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

11) 10:25 AM DELIBERATE ON PHARMACY CONTRACT FOR MCCJC WITH WESTWOOD PHARMACY

- a) The pharmacy contract for the MCCJC has been sent to Westwood Pharmacy from the award to them from the bidding process.

**10:38 AM**

**MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE AND SIGN THE CONTRACT WITH WESTWOOD PHARMACY FOR SERVICES AT THE MCCJC AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

12) 10:35 AM REVIEW PROPOSED CHANGES TO CHANGE OF STATUS REQUEST FORM

- a) McMurray reviewed a new Change of Status Request form as proposed by Larsen. He also reviewed the County Personnel Policy Manual, particularly Section 35(I), where it addresses applicable procedures.
- b) McMurray suggested some minor changes in wording of the form to be congruent with County policy. Larsen agreed with the reasoning for that suggestion and will make the suggested corrections for the Board to review.

13) 10:45 AM DISCUSSION OF DISASTER DECLARATION

- a) Preliminarily it has been determined that there is at least a 30% loss as required for disaster declaration. It has been corroborated that there is that level of loss.
- b) The County Farm Service Agency (FSA) and the District Office of the Natural Resources Conservation Service (NRSC) will meet and they will submit a request.
- c) Cassia County has already been declared a disaster for drought purposes.
- d) This request is for excessive moisture and hail. Emergency loans are probably all that will be available by way of this declaration. It is a government loan for those who cannot get a loan with their bank. They have to show ability to pay and have collateral.
- e) Twin Falls and Jerome have both already applied.
- f) In good faith, we should follow the grain growers association and submit a letter to the Governor's office. Abenroth will write the letter for the Board to consider.
- g) The Board also discussed grazing relief under certain circumstances as well.

***CASSIA COUNTY COMMISSION***

***REGULAR SESSION***

***Monday, September 8, 2014***

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14) 11:00 AM INDIGENT MATTERS

**11:00 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) Notice of Lien and Application for Medically Indigent Benefits: 2014082, 2014083
- b) Notice of Continuance of Hearing: 2013077, 2014041
- c) Medical Records/Utilization Management Review: 2014041

**11:12 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 11:14 AM.**

15) 11:14 PM ADJOURNMENT

APPROVED:

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

Dennis Crane, Chairman of the Board

ATTEST:

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

Joseph W. Larsen, Clerk of the Board