



Cassia County Board of Commissioners

*Cassia County Courthouse
Commission Chambers
1459 Overland Ave. – Room 206
Burley, ID 83318
www.cassiacyounty.org*

Board Chairman:
Dennis Crane

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Board Members:

*Paul Christensen (District #1) ~ pchristensen@cassiacyounty.org
Bob Kunau (District #2) ~ bob.kunau@cassiacyounty.org
Dennis Crane (District #3) ~ dcrane@cassiacyounty.org*

Monday, September 22, 2014

The Board of Cassia County Commissioners met in regular session on Monday, September 22, 2014, at 8:00 a.m. at the Mini-Cassia Criminal Justice Center (CCJC) for the quarterly jail inspection. The Board convened at 9:00 a.m. in the Commission Chambers of the Cassia County Courthouse. Prosecutor Doug Abenroth was excused as he is on vacation.

THOSE PRESENT:	County Commissioners:	Dennis Crane, Chairman Paul Christensen Bob Kunau
	Clerk of the Board:	Joseph W. Larsen
	County Administrator:	Kerry D. McMurray
	Others:	Ruthe Hobbs Sherry Baker Kevin Horak, Sheriff's Office Darwin Johnson, Jail Lisa Heisel, Treasurer's Office Mart Adams, Assessor's Office Amber Prewitt, Misdemeanor Probation Grace Wittman, Extension Office Gordon Edwards, Weed Control Craig Rinehart, Coroner

- 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
 - a) 9:05 AM CALENDAR
 - i) Cassia County Employee Appreciation barbeque will be held from 11:00 a.m. to 1:00 p.m. on September 25th at the Masonic Lodge Hall. It will be hosted by the Board. All employees and a guest are invited.
 - ii) Middle Snake Regional Water Resource Commission Third Annual Legislative dinner to be held October 1st

**CASSIA COUNTY COMMISSION
REGULAR SESSION
Monday, September 22, 2014
1 | Page**

- iii) South Central Public Health Department Board meeting at 1:00 p.m. Wednesday, September 24th in Twin Falls for Commissioner Kunau
- iv) Mid-Snake Resource Conservation and Development meeting on Friday, September 26th at Twin Falls County West for Commissioner Kunau
- v) Joint Public Defender meeting at 7:30 a.m. Tuesday, September 23rd at the Commission Chambers
- vi) Joint Jail Meeting at 8:00 a.m. Tuesday, September 23rd at the Commission Chambers
- vii) Cassia Regional Medical Center Board Meeting at 7:00 a.m. Wednesday, September 24th for Commissioner Christensen
- viii) Regional Solid Waste meeting at 10:00 a.m. Wednesday, September 24th for Commissioner Christensen
- ix) Video conference Tuesday, September 23rd at 1:30 p.m. at the Commission Chambers regarding potential grant funding. Undersheriff George Warrell and Rosie Davids from the Extension Office have been invited to attend.
- b) 9:05 AM CORRESPONDENCE
 - i) Invitation to the ribbon cutting of the Family Health Center operated by TransformHealth RX at 126 E 21st Street in Burley at 10:00 a.m. Friday, October 3rd
 - ii) Thank you note from the family of Marjorie Dalton for the flowers sent for her funeral
- c) 9:09 AM PERSONNEL
 - i) Noel Bowcut tendered his resignation as a member of the Middle Snake Regional Water Commission. It was pointed out that leaves two vacancies that need filled.
- d) 1:04 AM APPROVAL OF MINUTES

1:04 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE MINUTES OF THE BOARD FROM SEPTEMBER 15, 2014. CHAIRMAN CRANE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

1:04 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE MINUTES OF THE BOARD FROM SEPTEMBER 8, 2014. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- e) 9:15 AM JUNIOR COLLEGE RESIDENCY APPLICATIONS
 - i) The Board reviewed 23 Junior College CSI Residency Applications; 21 high school dual credit and two adult applications.

9:15 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE 23 JUNIOR COLLEGE RESIDENCY APPLICATIONS AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- f) 10:55 AM COUNTY PAYABLES

CURRENT EXPENSES	104	\$13,434.62
INDIGENT FUND	105	\$625.00
COUNTY ROADS & BRIDGES FUND	107	\$764.41
WEED & PEST FUND	108	\$2,483.69
COUNTY BOAT LICENSE FUND	117	\$3,779.76

ASSESSOR TRUST FUND	123	\$59.74
JUSTICE FUND	130	\$14,435.17
CASSIA DRUG TASK FORCE	136	\$65.00
PHYSICAL FACILITIES FUND	144	\$1,029.05
ADULT MISDEMEANOR PROBATION	149	\$1,455.09
	TOTAL	\$38,131.53

10:55 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE COUNTY PAYABLES DATED SEPTEMBER 22, 2014. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- g) 9:09 AM COUNTY ROAD AND BRIDGE
 - i) Chairman Crane talked with Road and Bridge supervisor Sam Adams.
 - ii) He reported they had received a lot of rain.
 - iii) They will proceed forward with grading of roads as weather permits.
- h) 9:12 AM BUILDING AND GROUNDS MATTERS
 - i) McMurray reported on a sewer backup that occurred at the County apartments. Rocky Mountain Claims has reviewed the matter to determine what insurance will cover.
 - ii) The placement of a new secure door at Adult Misdemeanor Probation as well as placement of windows in the doors for security purposes at the Juvenile Probation office was discussed.
 - iii) A bid was received in the amount of \$325 for labor and materials for placement of the windows in the doors at Juvenile Probation. Additionally, a bid was received in the amount of \$325 for labor to install the door at the Adult Misdemeanor Probation office.
 - iv) We will purchase the door. The door will be approximately \$1200 to \$1500 in cost. Adult Misdemeanor Probation Supervisor Amber Prewitt will be checking on that.
 - v) They intend to put an electronic door opener there at some time in the future.
 - vi) The Board discussed further the alternatives of using a metal or a solid wood door.

9:16 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE THE EXPENDITURE FOR INSTALLATION OF THE DOOR AND THE WINDOWS IN THE DOORS AS PRESENTED. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 2) 9:10 AM PUBLIC HEARING FOR OPENING THE FY2014 BUDGET – CANCELLED
 - a) Additional items after this date will necessitate the requirement of opening the budget for FY2014 according to Larsen.
 - b) A public hearing will be rescheduled for the latter part of October to include all changes to the FY2014 budget at that time.
- 3) 9:17 AM REVIEW AND APPROVE NEW CHANGE OF STATUS REQUEST FORM
 - a) As requested by the Board, Larsen revised the new Change of Status form presented last meeting to require an explanation of the department head or elected official submitting the request.
 - b) Larsen asked for Board approval for him to send out a memo stating that all previous Change of Status Request forms be discarded and this new form be used going forward. That was approved by the Board.
 - c) Change of Status Request forms currently on hold need to be filled out again on the new form.

9:17 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE NEW CHANGE OF STATUS REQUEST FORM AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 4) 9:15 AM DELIBERATE ON REQUEST TO USE COURTHOUSE FOR VOW RENEWAL JUNE 2015
 - a) McMurray advised the Board of a request for renewal of vows for an original marriage which had taken place in what is currently the Commission Chambers. They desire to use the same location for their renewal of vows.
 - b) The Board felt it would be alright with some established parameters. They would need to work around scheduling of the room.
- 5) 9:20 AM SHERIFF'S OFFICE/AUDITOR'S OFFICE BUDGET REVIEW
 - a) Lieutenant Kevin Horak from the Sheriff's office requested to use FY2014 funds to pay down roughly \$18,000 of patrolmen and dispatcher accrued time.
 - b) Larsen advised the Board that the Sheriff's office did not commit any funds within the budget for carryover to FY2015 as their budget had been reduced substantially for FY2014. With adequate funds remaining to accomplish the request, Larsen indicated that it would not adversely affect the County budget for this or next fiscal year to do so. To not pay it down would defer it to be done at a later date anyway.

9:26 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE ACCRUED PAYOUT OF ACCRUED VACATION TIME OF PATROLMAN AND DISPATCHERS IN THE CASSIA COUNTY SHERIFF'S OFFICE AS REQUESTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 6) 9:45 AM DEPARTMENT HEAD MEETING
 - a) LIEUTENANT KEVIN HORAK – SHERIFF'S OFFICE
 - i) Horak reported Sheriff Heward was out of town to a meeting.
 - ii) He reported on problems with their J2 Solutions software in reporting to the State. It was a programming issue with the format of the report. They are hopeful it will be resolved soon.
 - iii) He also reported on training completed with some officers.
 - b) LISA HEISEL – TREASURER'S OFFICE
 - i) Heisel reported Treasurer Justesen was on vacation.
 - ii) Their office is currently working on water assessments and is getting ready for the upcoming tax drive.
 - iii) She provided the monthly Treasurer's Report and an Urban Renewal Report for August.
 - c) MARTIN ADAMS – ASSESSOR
 - i) Adams reported Assessor Davis was attending a funeral this morning.
 - ii) They are currently working on revaluations, splits, and combos.
 - iii) They are also working with transient property assessments.
 - iv) Certificate of assessments received from the State totaled \$77,214,833 in assessed property value. That is up \$17,000,000 from last year.
 - d) JOE LARSEN – CLERK
 - i) Larsen reported on the Annual Idaho Association of Counties (IAC) Conference held last week in Moscow which Commissioner Christensen, Assessor Davis, Sheriff Heward, and he attended.
 - ii) Among what IAC voted to support included the following:

- (1) Having IAC look into a special abbreviated certified death certificate for recording purposes with the Bureau of Vital Records.
 - (2) Adopting a statewide trial level public defense system and capping County expenditures.
 - (3) Converting the law clerk and district court staff attorneys to State employees.
 - (4) Moving from 45 days to 60 days prior to an election for a partisan candidate to withdraw candidacy.
 - (5) Confining appeals to the Board of Tax Appeals (BTA) upon the record provided at Board of Equalization (BOE).
 - (6) Other items that will be ongoing in discussion with IAC.
- e) DOUG ABENROTH – PROSECUTING ATTORNEY
- i) Not present
- f) KERRY MCMURRAY – ADMINISTRATOR
- i) McMurray reported on the steady stream of inspections. He reported on building permits issued and fees.
 - ii) Planning and Zoning met last week. They received requests from farmers that a hearing for amendments be delayed until after harvest. That hearing will likely happen in January.
 - iii) A hearing will be scheduled for Industrial Zoning for a roll off waste station for the City of Burley.
- g) AMBER PREWITT – ADULT MISDEMEANOR PROBATION
- i) Prewitt reported that they currently have 591 probationers.
 - ii) She reported on electrical problems they were having in their office.
 - iii) Any additional expenditure needed for fixing that issue should go before the Joint Board according to Commissioner Christensen.
 - iv) He also recommended determining and then contacting the person who did the electrical work to attempt resolution.
- h) DARWIN JOHNSON – MINI-CASSIA CRIMINAL JUSTICE CENTER
- i) Johnson reported on 151 residents of the jail.
 - ii) He indicated that floor problems reported earlier have been repaired.
 - iii) They have one small plumbing issue that needs fixed. The contracted plumber will come back to the jail to accomplish that.
 - iv) A juvenile contract is being review by Prosecutor Abenroth. That would then allow billing of juveniles being held as adults which will provide additional revenue.
- i) GORDON EDWARDS – WEED AND PEST CONTROL
- i) Edwards is working with the U.S. Fish and Wildlife to coordinate weed eradication. Utah was told they need to step up and work with that. The amount they were expending was not acceptable. It could have a major economic impact if not corrected.
 - ii) They are working on puncture vine in the City of Burley. The City has sprayed a couple of times but they need to do a better job. Edwards would like to involve the City of Burley in discussions of weed eradication to come to an agreement to help with the major issue of puncture vine.
 - iii) Some varieties of weeds are beginning to be a problem near waterways. Some are spreading and are difficult to eradicate.
 - iv) Scotch thistle will be a major problem again next year with all the moisture. They are attempting to get everyone to go back and spray again.

- v) U.S. Forest Service road closures areas along hillsides are not being treated. Many are concerned with what noxious weeds are coming down the mountainsides.
- j) CRAIG RINEHART – CORONER
 - i) They have had an above average number of death calls this fiscal year. They have had about 120 and had only anticipated and budgeted for about 80.
- k) GRACE WITTMAN – EXTENSION OFFICE
 - i) Wittman reported they were busy doing reporting to the State 4-H and Extension office.
 - ii) They have received a grant with ConAgra for education of youth. Walmart will do another grant in November.
 - iii) Programs will be starting up again soon with Cassia High School. They will be broadening their after-school program.
 - iv) Commissioner Christensen asked about the acclimation to the move to the courthouse. Wittman expressed concern that people have to be let in for evening meetings after the door is locked. McMurray indicated they can extend the hours the door remains open but someone has to stay by door until it locks.
- l) PAUL CHRISTENSEN
 - i) Commissioner Christensen reported on the Capital Crimes Defense Commission that he is chairman of with IAC.
 - ii) He also provided a report on CAT Board funding.
- 7) 10:30 AM FOLLOW-UP ON IDAHO ASSOCIATION OF COUNTIES (IAC) ANNUAL CONFERENCE
 - a) Larsen and Commissioner Christensen reported on this conference during department head meeting.
- 8) 10:56 AM DESIGNATION OF POLLING PLACES FOR THE NOVEMBER 4, 2014 GENERAL ELECTION
 - a) County Election Supervisor Susan Keck presented to the Board the designated polling places for the November 4, 2014, General Election

10:57 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE THE DESIGNATED POLLING PLACES FOR THE NOVEMBER 4, 2014, ELECTION AS PRESENTED. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 9) 11:15 AM INDIGENT MATTERS

11:00 AM EXECUTIVE SESSION

MOTION: COMMISSIONER KUNAU MOVED TO CONVENE IN EXECUTIVE SESSION REGARDING MEDICAL INDIGENT MATTERS UNDER IDAHO CODE SECTION 67-2345(1)(D). COMMISSIONER CHRISTENSEN 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: 2014085
- b) Certificate of Denial: 2014070
- c) Certificate of Approval: 2013077
- d) Notice of Lien and Application for Medically Indigent Benefits: 2014086, 2014087
- e) Notice of Continuance of Hearing: 2014036
- f) Release of Medically Indigent Lien: 2014005
- g) Medical Records/Utilization Management Review: 2014085

11:15 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 11:15 AM.

10) 11:30 AM USFS/BLM REPORT

- a) LOREN POPPERT – FOREST SERVICE DISTRICT RANGER
 - i) Poppert reported that timber sales are continuing.
 - ii) Thompson Flat Campground construction is in progress and road crews will begin work on October 1st. Work not completed this fall will continue this spring.
 - iii) They will receive objections to the Travel Management Plan until Wednesday, October 15th. They will also be discussing with different parties' plans for route decommissioning. They will go over plans for the next two fiscal years and entertain feedback.
 - iv) They will be working on a culvert at Edward's Creek utilizing U.S. Forest Service funds on private property in the Albion area. This will facilitate adequate movement of fish. Culvert replacement will take place through RAC funding.
 - v) Fuel contact work has finished near summer homes near Thompson Flats. They are looking at opening it up to the public to cut firewood. A decision will be made later this year.
 - vi) They have completed 411 acres (40% complete) in one area and have completed another 200 acres (50% complete) for fuel reductions in another area in the Sublett division. The grounds look a little rough but recover quickly.
 - vii) There has been a lot of firewood cutting in the Sublett area. There is a limit of going 300 feet from the road for cutting firewood.
 - viii) County Weed Control supervisor Gordon Edwards discussed with Poppert the road closures and problems that have been created with weed control. Noxious weeds are encroaching road closure areas in Sublett where roads have been dozed and berms placed inhibiting access.
 - ix) The Kelsaw Canyon road that was closed had been an established road that had been there for over 100 years. Poppert indicated they are hoping that the ground has stabilized enough to go back and reopen that road.
 - x) Poppert talked about user-created routes that are causing difficulties for fish and wildlife. Edwards indicated roads that have been closed in the Sublett area that have been used for years are not near waterways. He has been flooded with calls regarding weeds where they used to travel for hunting. Sublett and Black Pine are the biggest areas of concern and roads are scheduled to be closed on Mt. Harrison and Independence. Money has been used from RAC for decommissioning roads.
 - xi) Christensen requested there be expansion of as much area as possible for timber cutting.
- b) SCOTT SAYER – BLM RANGE SPECIALIST
 - i) Sayer reported that weed spraying has been done and more will continue where the need is greatest following the excessive rainfall.
 - ii) Radius Gold should start drilling test holes for exploration in the Goose Creek area on BLM and private ground at Blue Hills Creek.
 - iii) Geothermal testing will begin this winter in the Almo-Malta area.
 - iv) Goose Creek milk vetch has been petitioned for emergency listing. A status review was done in 2009. They started working on a conservation agreement in 2012 for our area which also involved Utah and Nevada. They are working on a three state conservation agreement. The

CASSIA COUNTY COMMISSION

REGULAR SESSION

Monday, September 22, 2014

7 | Page

plan deals with actions to alleviate threats. A listing decision will come up this spring. They are working with Mike Poulton on the grazing part of the study.

11) 12:00 AM DEPARTMENT HEAD TRAINING

THOSE PRESENT:	County Commissioners:	Dennis Crane, Chairman Paul Christensen Bob Kunau
	Clerk of the Board:	Joseph W. Larsen
	County Administrator:	Kerry D. McMurray
	Others:	Heather Evans, Auditor's Office Kevin Horak, Sheriff's Office Darwin Johnson, Jail Lisa Heisel, Treasurer's Office Karen Dayley, Assessor's Office Amber Prewitt, Misdemeanor Probation Grace Wittman, Extension Office Gordon Edwards, Weed Control Craig Rinehart, Coroner

- a) Department Head training and lunch took place in the Commission Chambers.
- b) Deputy Auditor Heather Evans presented the new Change of Status Request form approved earlier today by the Board and also went over appropriate protocol in the hiring process.
- c) A packet was provided to each department head to assist in that process.
- d) Recent hiring had not followed appropriate protocol and this training served as a reminder of that process to keep in compliance with Federal regulations, State requirements, and PERSI.

12) 1:05 PM ADJOURNMENT

APPROVED:

/s/ _____

Dennis Crane, Chairman of the Board

ATTEST:

/s/ _____

Joseph W. Larsen, Clerk of the Board