



## Cassia County Board of Commissioners

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

### Board Members:

Dennis Crane, Chair (District #3) ~ [dcrane@cassiacounty.org](mailto:dcrane@cassiacounty.org)  
Paul Christensen, Member (District #1) ~ [pchristensen@cassiacounty.org](mailto:pchristensen@cassiacounty.org)  
Bob Kunau, Member (District #2) ~ [bob.kunau@cassiacounty.org](mailto:bob.kunau@cassiacounty.org)

Phone: (208) 878-7302

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Monday, November 23, 2015

8:00 AM

The Cassia County Board of Commissioners met this day in regular session at the Mini-Cassia Criminal Justice Center (MCCJC) and at 9:00 AM in the Commission Chambers of the Cassia County Courthouse.

- 1) 8:00 AM Quarterly Jail Review with Minidoka County Commissioners – MCCJC
  - a) Review and discuss PST contract
  - b) Review conditions at the MCCJC

#### THOSE PRESENT:

#### County Commissioners:

Dennis Crane, Chairman  
**Prosecuting Attorney:**

Doug Abenroth

Paul Christensen

#### Administrator:

Kerry D. McMurray

Others:

(as attached)

Bob Kunau

#### Deputy Clerk of the Board:

Tammi Pollard

- 2) **11/23/2015 9:14 AM.**
- 3) **Present:** Bob Kunau, Dennis Crane, Paul Christensen.
- 4) 11/23/2015 9:14 AM Call To Order, Pledge of Allegiance, and Prayer
- 5) 11/23/2015 9:15 AM Chairman Crane signs the 2017 Local Rural Highway Investment (LRHIP) application as presented by Ivan McCracken and approved in a motion on 11/09/2015
- 6) 11/23/2015 9:16 AM Review Calendars, Meetings, and Correspondence
- 7) 11/23/2015 9:19 AM Personnel Matters, Change of Status (COS)
  - a. 9:20 AM COS: Mini-Cassia Criminal Justice Center (MCCJC)
  - b. 9:20 AM COS: A transfer from the MCCJC to Adult Misdemeanor Probation
  - c. 9:21 AM COS: New hire in the Prosecuting Attorney's Office
  - d. 9:21 AM Certification: Cassia County Sheriff's Office (CCSO)

**11/23/2015 9:22 AM Motion:** Change of Status Requests as Presented, **Action:** Approve, **Moved by** Bob Kunau, **Seconded by** Paul Christensen.

Motion passed unanimously.

e. 11/23/2015 9:22 AM Time Card: Sam Adams

- 8) 11/23/2015 9:23 AM Junior College Recommendations.

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11/23/2015 9:23 AM **Motion:** Junior College Recommendations as Presented, **Action:** Approve, **Moved by** Paul Christensen, **Seconded by** Bob Kunau.  
Motion passed unanimously.

- 9) 11/23/2015 9:23 AM County Road and Bridge department weekly work schedule.
- 10) 11/23/2015 9:24 AM Deliberate on Law Enforcement Committee Report #2 regarding funding model for law enforcement services agreement with City of Burley.
- 11) 11/23/2015 9:32 AM Execute letter of support for Burley Highway District.

11/23/2015 9:33 AM **Motion:** Execute letter of support for Burley Highway District., **Action:** Approve, **Moved by** Paul Christensen, **Seconded by** Bob Kunau.  
Motion passed unanimously.

- 12) 11/23/2015 9:34 AM Deliberate on Clerk of the Board minutes form preferences.

11/23/2015 9:44 AM **Motion:** Continue with the format being followed the last two of weeks with the formation of the minutes and continue to have minutes audio recorded to be available to the public, **Action:** Approve, **Moved by** Paul Christensen, **Seconded by** Bob Kunau.  
Motion passed unanimously.

- 13) 11/23/2015 9:44 AM Department Head Meeting
- 14) 11/23/2015 9:45 AM Statement of Treasurer's Cash and Urban Renewal report
  - a. 11/23/2015 9:45 AM Patty Justesen, Treasurer
  - b. 11/23/2015 9:47 AM Russ Rasmussen, MCCJC Director
  - c. 11/23/2015 9:48 AM Joe Larsen, Clerk/Auditor/Recorder
  - d. 11/23/2015 9:50 AM Craig Rinehart, Coroner
  - e. 11/23/2015 9:51 AM Dwight Davis, Assessor
  - f. 11/23/2015 9:52 AM Joel Packham, Extension Office
  - g. 11/23/2015 9:54 AM Gordon Edwards, Weed and Pest
  - h. 11/23/2015 9:58 AM Undersheriff George Warrell: Review and sign Certificate of Appointment for Bureau of Homeland Security.

11/23/2015 10:00 AM **Motion:** Sign Certificate of Appointment for Bureau of Homeland Security, designating Undersheriff George Warrell the contact person for emergency management issues, **Action:** Approve, **Moved by** Paul Christensen, **Seconded by** Bob Kunau.  
Motion passed unanimously.

- i. 11/23/2015 10:00 AM Jay Heward, Sheriff
- j. 11/23/2015 10:04 AM Doug Abenroth, Prosecutor
- k. 11/23/2015 10:05 AM Kerry McMurray, Administrator
- l. 11/23/2015 10:08 AM Overview of ICRMP Risk Management Discount Program requirements, presented by Administrative Secretary, Timbri Hurst
- m. 11/23/2015 10:13 AM Dennis Crane addressed Department heads regarding the floating holiday situation. Patty Justesen, Russ Rasmussen, and Jay Heward asked for an extension of time to use the floating holiday for their department.

11/23/2015 10:16 AM **Motion:** Special exception to extend the floating holiday to 01/31/2016 for the Treasurer's Office, Sheriff's Office and the MCCJC. **Action:** Approve, **Moved by** Paul Christensen, **Seconded by** Bob Kunau.

Motion passed unanimously.

n. 11/23/2015 10:18 AM Dennis Crane changed Department Head Meeting reporting to concentrate on budget reporting on expenditures and especially on revenues presented by department heads.

o. 11/23/2015 AM Chairman Crane discussed whether elected official's desired a Christmas party or not. It was determined to do that after the holidays on 01/16/2016

15) 11/23/2015 10:44 AM Deliberate on hourly compensation rate for court-appointed counsel and review proposed contract for conflict public defender services by Clayne Zollinger. This item to be held over for further discussion.

16) 11/23/2015 10:53 AM Executive Session for Indigent Matters

11/23/2015 10:53 AM **Motion:** Convene into Executive Session to discuss Indigent Matters, **Action:** Convene Executive Session under Idaho Code § 74-206 (1)(d), **Moved by** Paul Christensen, **Seconded by** Bob Kunau. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 3). **Yes:** Bob Kunau, Dennis Crane, Paul Christensen. Motion passed unanimously.

11/23/2015 11:13 AM **Motion:** Recommendations of the Indigent Director, **Action:** Approve, **Moved by** Bob Kunau, **Seconded by** Paul Christensen.

Motion passed unanimously.

17) 11/23/2015 11:14 AM Review minutes from 11/16/2015 for approval.

11/23/2015 11:13 AM **Motion:** Minutes for 11/16/2015, **Action:** Approve, **Moved by** Bob Kunau, **Seconded by** Paul Christensen.

Motion passed unanimously.

18) 11/23/2015 11:21 AM Review county payables for approval (*attachment included*)

11/23/2015 11:21 AM **Motion:** Pay payables dated 11/23/2015, **Action:** Approve, **Moved by** Paul Christensen, **Seconded by** Bob Kunau.

Motion passed unanimously.

19) 11/23/2015 11:30 AM US Forest Service and BLM report.

20) 11/23/2015 11:34 AM Executive Session for personnel evaluation

11/23/2015 11:35 AM **Motion:** Convene into Executive Session to discuss Personnel Matters, **Action:** Executive Session under Idaho Code § 74-206 (1)(b), **Moved by** Bob Kunau, **Seconded by** Paul Christensen.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 3). **Yes:** Bob Kunau, Dennis Crane, Paul Christensen.

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Motion passed unanimously.

11/23/2015 11:50 AM Out of Executive Session with no decisions being made

21) 11/23/2015 11:54 AM Review and sign plat amending Unity Farms Subdivision

11/23/2015 11:55 AM **Motion:** Vacate portion of Lot 2 of Unity Farms Subdivision, **Action:** Approve, **Moved by** Bob Kunau, **Seconded by** Paul Christensen.

Motion passed unanimously.

11/23/2015 11:57 AM **Motion:** Sign the plat for the Unity Farms Subdivision, **Action:** Approve, **Moved by** Paul Christensen, **Seconded by** Bob Kunau.

Motion passed unanimously.

22) 11/23/2015 11:58 AM Adjournment

11/23/2015 11:59 AM **Motion:** Adjournment, **Action:** Adjourn, **Moved by** Paul Christensen, **Seconded by** Bob Kunau.

Motion passed unanimously.

APPROVED:

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

Dennis Crane, Chairman

CLERK OF THE BOARD:

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

Joseph W. Larsen

## ACCOUNTS PAYABLE ATTACHMENT

11/23/2015

## COUNTY EXPENDITURES

	DEPARTMENT	FUND/DEPT	AMOUNT
<b>104 Current Expense Fund</b>	COUNTY COMMISSIONERS	104.401	\$89.60
	AUDITOR & RECORDER	104.402	\$163.60
	TREASURER	104.404	\$43.56
	ASSESSOR	104.405	\$0.00
	AGRICULTURAL EXTENSION	104.410	\$0.00
	COUNTY BUILDING	104.411	\$1,641.03
	JUDICIAL CENTER	104.412	\$913.50
	BOARD OF HEALTH	104.413	\$0.00
	PLANNING & ZONING	104.414	\$205.96
	GENERAL	104.415	\$888.25
	CIVIL DEFENSE	104.416	\$271.18
	COUNTY ELECTIONS	104.417	\$0.00
	LAW ENFORCEMENT BUILDING	104.418	\$1,163.17
	COUNTY ADMINISTRATION	104.419	\$720.18
VETERANS SERVICE OFFICER	104.421	\$0.00	
<b>CURRENT EXPENSE FUND TOTAL</b>			<b>\$6,100.03</b>
<b>Dedicated Funds</b>	SOCIAL SERVICES	105.502	\$64.86
	CASSIA COUNTY COURTS	106.602	\$149.50
	COUNTY ROAD & BRIDGE	107.707	\$203.20
	WEED & PEST	108.708	\$0.00
	SOLID WASTE	109.709	\$6,500.00
	AMBULANCE SERVICE	110.710	\$31,935.00
	FAIR EXHIBITS	111.711	\$0.00
	HISTORICAL SOCIETY	112.712	\$0.00
	COMMUNITY COLLEGE	113.713	\$0.00
	REVALUATION	114.714	\$0.00
	9-1-1 COMMUNICATIONS	115.715	\$0.00
	CONSOLIDATED ELECTIONS	116.716	\$963.97
	COUNTY WATERWAYS	117.717	\$0.00
	COUNTY SNOWMOBILE	118.718	\$0.00
	ASSESSOR TRUST	123.323	\$0.00
	EMERGENCY MEDICAL SERVICE	133.733	\$0.00
	NARCOTICS SEIZED ASSETS	134.334	\$0.00
	CASSIA DRUG TASK FORCE	136.736	\$0.00
	D.A.R.E. TRUST	137.737	\$0.00
	PHYSICAL FACILITIES	144.744	\$668.24
	ADULT MISDEMEANOR PROBATION	149.749	\$2,376.67
	VIOLENT PREDATOR ACCOUNT	150.750	\$0.00
	BOX ELDER COUNTY BOOKMOBILE	151.751	\$0.00
WIDOW BENEFIT TRUST	198.798	\$0.00	
<b>DEDICATED FUNDS TOTAL</b>			<b>\$42,861.44</b>
<b>130 Justice Fund</b>	JUSTICE FUND	130.330	\$0.00
	CLERK OF THE DISTRICT COURT	130.803	\$0.00
	CONFLICT PUBLIC DEFENDER	130.804	\$0.00
	JUVENILE JUSTICE	130.805	\$0.00
	PROSECUTING ATTORNEY	130.807	\$150.00
	PUBLIC DEFENDER	130.808	\$349.74
	CORONER	130.809	\$0.00
	SHERIFF - PATROL	130.821	\$4,134.12
	SHERIFF - INVESTIGATIONS	130.822	\$892.03
	SHERIFF - DISPATCH	130.823	\$629.76
	SHERIFF - ADMINISTRATION	130.824	\$3,108.84
	M-C CRIMINAL JUSTICE CENTER	130.827	\$15,634.38
	M-C JUVENILE DETENTION CENTER	130.828	\$0.00
<b>JUSTICE FUND TOTAL</b>			<b>\$24,898.87</b>
<b>TOTAL EXPENDITURES</b>			<b>\$73,860.34</b>

**ATTENDANCE ATTACHMENT**

# CASSIA COUNTY COMMISSIONERS

## Attendance Log

Date: 11/23/15

	NAME (PLEASE PRINT)	TOWN	REPRESENTING
1.	IVAN M. CRACKEN	BURLEY	J-OB / CC R & B
2.	SAM ADAMS	ALMO	CCRB
3.	AK Day	Burley	Voter
4.	Casey Anderson	Burley	Citizen
5.	Jay Howard	Burley	S.O.
6.	JOE LARSEN	BURLEY	CLERK
7.	Dwight Davis	"	ASSESSOR
8.	Craig Rimhart	"	CONOVER
9.	Dorcas Edwards	Elba	CCWC
10.	Joel Packham	Doelo	U of T
11.	Zatty Justisen	Burley	Treasurer
12.	Russell Rasmussen	Burley	MCCJC
13.	L. Hurst	Burley	Administration
14.	George Warrell III	Oakley	CCSO
15.	Blair Bowers	Burley	Citizen
16.	Karl Felling	Burley	Forest Service
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25.			