



Cassia County Board of Commissioners

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

Board Members:

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

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Monday, April 18, 2016

9:00 AM

The Cassia County Board of Commissioners met this day in regular session in the Commission Chambers of the Cassia County Courthouse.

- 1) Call to Order
- 2) Pledge of Allegiance and Prayer
- 3) 4/18/2016 9:02 AM Roll Call

Roll Call.

Present: Kerry D. McMurray - Administrator, Bob Kunau - Member, Dennis Crane - Chairman, Paul Christensen - Member, Doug Abenroth - County Attorney, Joseph W. Larsen - Clerk of the Board.

- 4) 4/18/2016 9:02 Review Calendar, Meetings, and Correspondence
- 5) 4/18/2016 9:23 AM Personnel Matters:
 - a. Change of Status Requests – Mini-Cassia Criminal Justice Center (MCCJC)
 - i. Hiring of Brandon Michael Talbert as a Detention Deputy
 - ii. Voluntary resignation Senior Detention Deputy Eric Shippen

4/18/2016 9:24 AM **Motion:** Two Change of Status Requests as presented, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

- b. 4/18/2016 11:34 AM Executive Session for Personnel Matters

4/18/2016 11:34 AM **Motion:** Evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, an individual, **Action:** Enter Executive Session under Idaho Code 74-206 (1) (b), **Moved by** Bob Kunau, Member **Seconded by** Paul Christensen, Member.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).

Yes: Bob Kunau, Member, Dennis Crane, Chairman, Paul Christensen, Member.

12:23 PM The Board determined to take the personnel matter under advisement

- 6) 4/18/2016 9:24 AM Junior College Residency Applications Review and Discussion – None
- 7) 4/18/2016 9:25 AM County Road and Bridge Report
 - a. Crane reviewed Road and Bridge activity.

CASSIA COUNTY COMMISSION

REGULAR SESSION

Monday, April 18, 2016

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- b. Christensen asked about the Box Elder County road maintenance. Crane reported Sam Adams is working on that as there was a question as to the number of miles of road maintained. Christensen asked for coordination to be done with the Raft River Highway District.
- 8) 4/18/2016 9:26 AM Deliberate on 2016 NFCSC Dues Request from Idaho Association of Counties Public Lands Trust
 - a. Larsen said this was referred to the Administrative Department but the Auditor's Office had noted that as an IAC cost for FY2017 budgeting.
 - b. Christensen asked to have McMurray look into this fund as a potential asset for our challenge on the public lands with the Gateway project.
 - c. A 2016 dues request was reviewed by Kunau \$229.44 request for annual dues.
 - d. They are currently promoting Secure Rural School (SRS) permanent funding.

4/18/2016 9:30 AM **Motion:** Funding of 2016 NFCSC Dues Request from IAC in the amount of \$229.44, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.
Motion passed unanimously.

- 9) 4/18/2016 10:35 AM Review Idaho Public Utilities Commission (IPUC) Case No. IPC-E-16-06
 - a. Kunau said the case is regarding joint transmission charges with Idaho Power and Rocky Mountain Power.
 - b. He felt there was no reason to intervene in the case.
- 10) 4/18/2016 10:36 AM Review Howell Canyon Road Snow Removal and Maintenance for 2015-2016
 - a. Kunau said there appears to be no problem with the agreement.
 - b. He commented that without this agreement there would be days Pomerelle Ski Resort would not be accessible.
- 11) 4/18/2016 10:36 AM Follow-up on FY2017 Accounting Matters – Clerk Larsen
 - a. Larsen asked for the Boards support in adding a line in each budget to account for Employee Accruals in the amount of 30 – 35% of those accumulations in the “A” and the “D” Budgets.
 - b. This would add accountability for each department to keep those amounts in check year to year.
 - c. Larsen also asked for a line in the “B” Budget for Carryover Funds to account for negligible amounts of revenue realized from the first of the budget year at the beginning of October to the tax drive in late December. It also stresses preserving those beginning balances rather than depletion of them by the end of the fiscal year. It also accounts for revenues not received.
 - d. Christensen expressed concern about whether this followed standards of accounting principles. Larsen responded that GAAP and GASB guidelines do not preclude this tangible and visible allotment of revenue to expenditures.
 - e. The Board agreed to support the proposal. Larsen said if it creates a problem, it can be eliminated.
 - f. 4/18/2016 11:10 AM Larsen had an additional matter regarding the breaking out of law enforcement “B” Budget line items between the City of Burley and the rest of the County.
 - i. Larsen said there is concern that every single line item currently would become two line items; one for the City of Burley and one for the County.
 - ii. He said it is only as accurate as how law enforcement enters it in with the current explanation of it being about 50/50 between the two entities.
 - iii. Christensen stated that it would help both the City of Burley and the County if law enforcement cooperated with more accuracy in that reporting.

- iv. Larsen said it seemed that the City of Burley folks were adamant about separate accounting for their related costs when we met with them.
- v. Kunau asked how the Auditor's Office knows what expense is attributed to City of Burley and what is attributed to the County. Larsen said the Auditor's Office has no way to know that. It must be determined by law enforcement personnel. He asked how having another line in the budget would make any difference if it all is declared 50/50 anyway?
- vi. Larsen said that could all be determined on the digitized invoices each week just by identifying by officer's name, car VIN number, location of duty, or otherwise the amount attributed to each. The Auditor's Office is willing to transfer that to a spreadsheet from their invoices if that is what the Board desires.
- vii. The Board suggested a travel log of some sort to identify and breakdown services with both entities.
- viii. Larsen asked about the suggestions of vehicles and increase in rate of pay for deputy officers. Abenroth said other than the \$1.513 million and there remains determination of officer pay, accounting procedures, North Burley expenditures,
- ix. The Board delayed having additional work being done by Stephenson's at this time at the recommendation of Abenroth until further matters are determined.

12) 4/18/2016 10:45 AM Follow-up on Shredding Matters

- a. Abenroth presented as follow-up the contract with ToreUp just includes the Auditor's Office. It would not be according to the Tore-Up contract.
- b. Larsen said it has worked out well for the Clerk's department.
- c. ToreUp offered a 10% discount if they entered a contract with the entire county. Kunau said it might be better as a county-wide contract.
- d. Crane said it could be brought up in Department Head Meeting and McMurray was asked to put that on the next agenda for that meeting.

13) 4/18/2016 10:51 AM Indigent Matters

4/18/2016 10:52 AM **Motion:** To consider Indigent matters of a personal nature that are exempt from disclosure under Idaho Code § 74-106 (6), **Action:** Entering Executive Session under Idaho Code § 74-206 (1) (d), **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).

Yes: Bob Kunau - Member, Dennis Crane - Chairman, Paul Christensen - Member.

4/18/2016 11:08 AM The Board exited the Executive Session to consider indigent matters.

4/18/2016 11:10 AM **Motion:** Recommendations of the Social Services Director as presented exiting Executive Session, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

14) 4/18/2016 11:34 AM Review and Approve Payables

4/18/2016 11:34 AM **Motion:** Payables from 04/16/2016, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

15) 12:26 PM Review and Approve Minutes

12:26 PM **Motion:** Minutes from 04/11/2016, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.
Motion passed unanimously.

SCHEDULED INFORMATION AND ACTION AGENDA ITEMS

- 16) 4/18/2016 9:09 AM SIEDO Presentation from Executive Director, Jeff Hough
- a. Hough introduced himself as the new SIECO Executive Director, provided his personal background, and handed out a report of their economic development support for Cassia County.
 - b. He explained his responsibility recruiting new talent as well as new businesses.
 - c. The economic support SIEDO provides was outlined by Hough.
 - d. Hough's skillset includes internet marketing regionally, nationally, and worldwide.
 - e. Hough detailed SIEDO's involvement with Fabri-Kal and with the McCain Foods expansion.
 - f. Kunau talked about the shortage of workers and housing in our area.
- 17) 4/18/2016 9:31 AM Discussion with PMT Regarding New Phone System
- a. Gary Friesen from PMT said the County's current system has no room for expansion presently.
 - b. The phone system is end-of-life and it is difficult to acquire replacement or upgrade equipment.
 - c. Their proposal was to upgrade the technology and use of part of the existing system's phones and replace the existing main controller.
 - d. McMurray said to replace the current controller and use the existing handsets would be \$16,332.32. If current handsets are replaced with new Voice Over Internet Protocol (VOIP) handsets, they would need to be ordered in 40 increments to qualify for a two for one pricing promotion for upgrading to the newer platform through September 2016, according to Friesen.
 - e. Friesen said the digital format will probably be end-of-life also in the next few years and they will stop supporting digital keysets. They will go directly to the Internet Protocol (IP) format.
 - f. There are five different phone handsets to choose from. Each VOIP phone requires a user license at \$119 per phone. If purchased at the same time, that price is also part of the two for one pricing promotion.
 - g. Larsen asked whether PMT has competitive companies that can bid. Friesen said there are other options. Phones would not need to be replaced where they are the Mitel brand.
 - h. Davis asked how old the system was and what would be gained in capacity to upgrade it. Friesen said the IP platform is what everyone is being forced towards.
 - i. Voicemail capacity would be an increased with the upgrade. Larsen asked Quast about possible funding from 9-1-1 for the core system. He said the 9-1-1 system is a standalone system.
 - j. Appropriate bandwidth is necessary with VOIP according to Friesen. Larsen asked if our current bandwidth would be sufficient to avoid latency and dropouts for concurrent calls.
 - k. PMT is currently upgrading Minidoka County's system but it is about half the handsets as Cassia County.
 - l. Larsen discussed the Polycom quality problems at the Cassia County Judicial Center (CCJC). PMT will troubleshoot those issues.
 - m. The Board discussed including this proposal with budget considerations, demonstrations of the different headset options, and also presenting the matter at Department Head Meeting.

18) 4/18/2016 10:05 AM Execute Change in ACH Limits – Treasurer Justesen

- a. The Auditor’s Office desires to make regular ACH payments.
- b. DL Evans has written up an addendum to our contract raising daily and monthly limits by \$29,000 above the current \$200,000 daily and \$400,000 monthly limits.
- c. A semi-annual payment to the Southern Idaho Solid Waste was one ACH payment requested and Justesen recommend that would create a lot more work for everyone.
- d. Larsen disagreed saying the Auditor’s Office is who handles payments and it would lessen their work to gravitate to ACH payments. He said fluctuations are worked around already due to two months of this year where there are three payrolls instead of two. It creates no problems for anyone, but if it did, it would be the Auditor’s Office.
- e. The Auditor’s Office has recommended a move towards utilizing some forward-thinking and more modern techniques. The Fair Board and the Veterans Service Officer are currently utilizing ACH transfers and they are requesting to do the same with Guardian Ad Litem, Intermountain Health Care (IHC) ambulance payment, South Central Public Health District (SCPHD), South Idaho Solid Waste District (SISW), and the Historical Society. An email regarding the transfer can change the amounts up or down immediately along the way as needed.
- f. The ACH payment option provides more assurance that recurring payments will not be skipped or missed along the way, as has happened in the recent past with some entities.
- g. Justesen has expressed concern about banking information going out that would put our accounts in jeopardy. The Auditor’s Office can float that limit as needed and they do recommend signing of the agreement.
- h. Christensen asked for Abenroth to look at the matter as he didn’t want the County to assume any more risk that we currently are and to assure we are protected from liability.
- i. Abenroth and McMurray reviewed the master agreement. Abenroth said his understanding is that the two payments to SISW would increase the amount approved and the risk is fully to the County and not the bank. DL Evans Bank made that very clear to him when they talked about it.
- j. Larsen said with raising the limit for one payment and lowering it back down again would be no different than issuing a check that could be altered or exploited. He said he not been able to identify where an entity had been defrauded in Idaho. Abenroth said it only takes one time.
- k. Other banking entities with other counties are doing this routinely according to Larsen with no problem. He did say that if there is concern about it, he did not desire to impose any undue liability on the County and would go along with the Board’s decision.
- l. Christensen said cybercrime is a real threat in the world that is growing not lessening. He felt larger amounts should have a check written rather than take a chance. Justesen agreed.
- m. Larsen said the logic of risk carries through not just with ACH transfers but with a written check. The pushback with utilizing ACH transfers is unique to Cassia County. The Clerk’s recently had a presentation from Twin Falls County regarding the cooperation between the Treasurer and the Clerk facilitating the utilization of ACH for the majority of their payments. Never was it presented that they were exposing themselves to a horrendous liability that was different to what they had prior to using ACH transfers. He felt some of the presentation is misleading.
- n. Justesen said that giving out our County information on banking is not what she wants to do and that is a risk. Larsen said they were not asking to give out information. We are just facilitating payment to vendors.

- o. Abenroth said to be clear there is always a risk to the County with ACH. A cybercrime could happen and take the money when it's out there. He explained to the Board that the Auditor's office and the Treasurer's Office met a compromise with the proposed limited increases.
- p. Larsen said they Auditor's Office would like to go to ACH for most of the feasible payments made by the County as Twin Falls County is doing and their compromise was to just do seven entities since Justesen has said she is not a fan of the process and doesn't want us to do it. He sees it as thwarting forward-thinking progress as liability remains an issue even with writing a check. He further said banks wouldn't be doing ACH if they didn't feel it was a positive thing for their customers. Some banks may be equipped to do it better than others.
- q. Christensen said it is a living document and could change as needs change. Kunau was concerned that if ACH is such a problem, why is it being used so much in the world today? If it is so concerning, why are we doing it at all? He desired to look into the matter further and to explore more banking information.

4/18/2016 10:16 AM **Motion:** Support of the Treasurer's Office recommendations, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

19) 4/18/2016 10:27 AM Beer License transfer to High Desert Events Center, LLC.

4/18/2016 10:28 AM **Motion:** Hearing for Liquor License transfer, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.
Motion passed unanimously.

4/18/2016 10:29 AM **Motion:** Exit hearing for transfer of liquor license, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.
Motion passed unanimously.

20) 4/18/2016 10:30 AM Discuss Applications for Tax Exempt Status – Assessor Davis

- a. Davis presented three applications for tax exempt status from the Corporation of the Presiding Bishopric of the Church of Jesus Christ of Latter-day Saints.
- b. A description of acreage and assessed value was provided for all three applications from Davis.

4/18/2016 10:32 AM **Motion:** Listing as exempt the properties as outlined by the Assessor, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

21) 12:28 PM Adjournment

12:28 PM **Motion:** Today's meeting of the Board, **Action:** Adjourn, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.
Motion passed unanimously.

APPROVED:

/s/ _____

Dennis Crane, Chairman

CLERK OF THE BOARD:

/s/ _____

Joseph W. Larsen

COUNTY EXPENDITURES ATTACHMENT

4/18/2016

COUNTY EXPENDITURES

	DEPARTMENT	FUND/DEPT	AMOUNT	
104 Current Expense Fund	COUNTY COMMISSIONERS	104.401	\$0.00	
	AUDITOR & RECORDER	104.402	\$540.00	
	TREASURER	104.404	\$0.00	
	ASSESSOR	104.405	\$78.53	
	AGRICULTURAL EXTENSION	104.410	\$919.35	
	COUNTY BUILDING	104.411	\$66.75	
	JUDICIAL CENTER	104.412	\$0.00	
	BOARD OF HEALTH	104.413	\$10,064.67	
	PLANNING & ZONING	104.414	\$912.45	
	GENERAL	104.415	\$60.00	
	CIVIL DEFENSE	104.416	\$3,660.23	
	COUNTY ELECTIONS	104.417	\$0.00	
	LAW ENFORCEMENT BUILDING	104.418	\$335.50	
	COUNTY ADMINISTRATION	104.419	\$155.82	
	VETERANS SERVICE OFFICER	104.421	\$0.00	
	CURRENT EXPENSE FUND TOTAL			\$16,793.30
	Dedicated Funds	SOCIAL SERVICES	105.502	\$19,910.62
CASSIA COUNTY COURTS		106.602	\$1,200.22	
COUNTY ROAD & BRIDGE		107.707	\$2,305.28	
WEED & PEST		108.708	\$6,126.58	
SOLID WASTE		109.709	\$0.00	
AMBULANCE SERVICE		110.710	\$0.00	
FAIR EXHIBITS		111.711	\$0.00	
HISTORICAL SOCIETY		112.712	\$0.00	
COMMUNITY COLLEGE		113.713	\$450.00	
REVALUATION		114.714	\$33.09	
9-1-1 COMMUNICATIONS		115.715	\$1,840.49	
CONSOLIDATED ELECTIONS		116.716	\$0.00	
COUNTY WATERWAYS		117.717	\$0.00	
COUNTY SNOWMOBILE		118.718	\$29.64	
ASSESSOR TRUST		123.323	\$93.75	
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	\$0.00	
ADULT MISDEMEANOR PROB TRUST		149.349	\$0.00	
ADULT MISDEMEANOR PROBATION		149.749	\$4,364.27	
VIOLENT PREDATOR ACCOUNT		150.750	\$0.00	
BOX ELDER COUNTY BOOKMOBILE	151.751	\$0.00		
WIDOW BENEFIT TRUST	198.798	\$0.00		
DEDICATED FUNDS TOTAL			\$36,353.94	
130 Justice Fund	JUSTICE FUND	130.330	\$0.00	
	CLERK OF THE DISTRICT COURT	130.803	\$0.00	
	CONFLICT PUBLIC DEFENDER	130.804	\$4,962.52	
	JUVENILE JUSTICE	130.805	\$0.00	
	PROSECUTING ATTORNEY	130.807	\$0.00	
	PUBLIC DEFENDER	130.808	\$1,513.21	
	CORONER	130.809	\$1,490.00	
	SHERIFF - PATROL	130.821	\$5,630.97	
	SHERIFF - INVESTIGATIONS	130.822	\$1,974.32	
	SHERIFF - DISPATCH	130.823	\$0.00	
	SHERIFF - ADMINISTRATION	130.824	\$1,829.07	
	M-C CRIMINAL JUSTICE CENTER	130.827	\$0.00	
	M-C JUVENILE DETENTION CENTER	130.828	\$0.00	
	JUSTICE FUND TOTAL			\$17,400.09
TOTAL EXPENDITURES			\$70,547.33	

ATTENDANCE LOG ATTACHMENT

CASSIA COUNTY COMMISSIONERS

Attendance Log

Date: 7-18-16

	NAME (PLEASE PRINT)	TOWN	REPRESENTING
1.	Jeff Hough		SIEMO
2.	Ruthe Hobbs	Burley	Concerned Citizen
3.	Dwight Davis	"	ASSESSOR
4.	Tim Darrington	Deer	citizen
5.	TODD GUNDEL	Cassia	Admin.
6.	Sara Haynes	Cassia	Admin.
7.	Shirley Halford Thurbo	Burley	CASSIA
8.	GARY FRIESE	Rupert	PMT
9.	Sally Justesen	Burley	Treasurer
10.	Eric Carrington	Rupert	PMT
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