



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

Phone: (208) 878-7302

Fax: (208) 878-9109

Monday, August 1, 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) 9:02 AM Call to Order
- 2) Pledge of Allegiance and Prayer
- 3) Roll Call

9:03 AM **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) 9:04 AM Review Calendar, Meetings, and Correspondence
 - a. Christensen reviewed financial savings realized with the Southern Idaho Solid Waste District from his recent meeting.
 - b. Evans reported on publication of the FY2017 budget required this week.
 - c. Attorney Jeremy Pittard introduced himself and explained he and Paul Ross responded to a Request for Proposal for conflict indigent defense. The board suggested getting on a future agenda to discuss his proposal.
- 5) 8/1/2016 9:07 AM Personnel Matters:
 - a. Change of Status
 - i. Buildings and Grounds – Promotion of Patsygene Hoopes from part time to full time custodian
 - ii. Assessor's Office – Voluntary Resignation of Mirella Mancias as Chief Deputy Assessor
 - b. The Payout of Accruals Report was reviewed by the board.
 - c. Time Cards – Road and Bridge Supervisor Sam Adams time card was in order

8/1/2016 9:08 AM **Motion:** Change of Status Requests as presented, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.
Motion passed unanimously.

6) 8/1/2016 9:08 AM Junior College Residency Applications Review and Discussion

8/1/2016 9:09 AM **Motion:** Recommendations by the Clerk's Office regarding approval of one high school dual credit and 13 post high school Certificate of Residency applications, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.
Motion passed unanimously.

8/1/2016 9:09 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** 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.

8/1/2016 9:26 AM Exiting Executive Session, Christensen recommended further follow-up with the county's insurance carrier. The board concurred.

7) 8/1/2016 9:26 AM County Road and Bridge Report

- a. They are currently still processing gravel.
- b. Gravel processing has moved to their pit in Almo.

8) 8/1/2016 9:26 AM Crane inquired of Abenroth regarding a contract from the Assessor's Office that he will review. It will be placed on a future agenda for consideration.

9) 8/1/2016 9:27 AM Landfill Solid Waste Gas to Energy Project Discussion

- a. Last Wednesday the Southern Idaho Solid Waste Board approved the solid waste gas to energy project model and it is ready to be taken to a lending institution.
- b. They also agreed to have Engineer Stephen Freiburger from Paragon Consulting start negotiations with Idaho Power of behalf of Southern Idaho Solid Waste and to complete final design work.
- c. The Cassia Board may be asked to extend the landfill agreement to coincide with this 20-year project commitment.
- d. Christensen presented potential savings with this project where waste gas is put to good. That will help offset costs for tipping rates.

10) 8/1/2016 9:30 AM Consider Appointment of Cheryl Juntunen to the Mini-Cassia Board of Community Guardians

8/1/2016 9:30 AM **Motion:** Appointment of Cheryl Juntunen to the Mini-Cassia Board of Community Guardians, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

11) 8/1/2016 9:32 AM Review Proposal for Postage Machine Upgrade

- a. McMurray stated Neopost Northwest has recommended an upgrade of our current system.
- b. We are paying just over \$230.00 per month. The upgrade would include a monthly payment of \$165.72 for the first 12 months and \$225.72 for the ensuing 48 months
- c. Rocky Mountain Competitive Solutions has also sent a proposal for a 63 month lease at \$144.00 monthly. Specifications include less speed for processing mail. Service costs were not provided.
- d. McMurray desired to get additional information from Rocky Mountain Competitive Solutions to make an appropriate comparison.

12) 8/1/2016 9:40 AM Indigent Matters

8/1/2016 9:40 AM **Motion:** To consider Indigent matters of a personal nature that are exempt from disclosure under Idaho Code § 74-106 (6), **Action:** Enter 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.

8/1/2016 9:56 AM **Motion:** Exiting Executive Session, Indigent recommendations of the Indigent Director as presented, **Action:** Approve, **Moved by** Bob Kunau, Member, **Seconded by** Paul Christensen, Member. Motion passed unanimously.

13) 8/1/2016 9:56 AM Final Approval of Tentative Budget for Publication

- a. Sheriff Heward explained to the board he became aware of an ongoing grant last week from Walmart for canine matters in the amount of \$2,500 annually. He asked that to be added as expenditure allocations to a canine expense line under County Patrol in the FY2017 Budget.
- b. Evans reviewed allocations of savings from reductions relating to health benefit costs and additional changes for publishing of the FY2017 budget. (*Exhibit 1*)
- c. Evans stated there have been no carryover funds identified except for with the jail. All other funds have been budgeted for FY2017-at a worst case scenario- showing zero carryover dollars. Any unidentified carryover funds remaining at the end of the year, will boost the starting balances as we move into FY2017.
- d. Larsen re-emphasized preservation of unexpended budgeted expenditure carryover funds as pointed out by our outside auditor. That undoubtedly will be pointed out again this fiscal year.
- e. New construction values provided the County this budget year with additional levied money that may not repeat next year.
- f. Levy limits for specific major funds have been stabilized by the move of public defense to the Current Expense and Social Services Fund according to Larsen.
- g. Permanent levy override information will be provided by the Auditor's Office and the Election's Office.
- h. Overall expenditure increases amended by the board have come from health benefit reductions identified after the Budget Officer recommendations and will likely not be sustainable for future budgeting.
- i. The budget hearing was approved for regular Commissioner Meeting at 9:30 a.m. Monday, 08/29/2016.

8/1/2016 10:11 AM **Motion:** FY2017 tentative budget for publication, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

- j. McMurray was asked to prepare a memorandum to department heads encouraging cooperation on being fiscally conservative throughout the remainder of this fiscal year. Evans said there has been an increase in expenditures during this final quarter. Larsen was asked to review that for input.
- k. A comparative of beginning balances and ending balance depletions was addressed.

14) 8/1/2016 10:16 AM Review and Approve Minutes

8/1/2016 10:17 AM **Motion:** Minutes from 07/28/2016 as presented, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.
Motion passed unanimously.

8/1/2016 10:17 AM **Motion:** Minutes from 07/18/2016 as presented, **Action:** Approve, **Moved by** Bob Kunau, Member, **Seconded by** Paul Christensen, Member.
Motion passed unanimously.

8/1/2016 10:24 AM **Motion:** Minutes from 07/25/2016 as presented, **Action:** Approve, **Moved by** Bob Kunau, Member, **Seconded by** Paul Christensen, Member.
Motion passed unanimously.

15) 8/1/2016 10:16 AM Review and Approve Payables

8/1/2016 10:16 AM **Motion:** Payables from 08/01/2016, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.
Motion passed unanimously.

16) 8/1/2016 10:24 AM Adjournment

8/1/2016 10:24 AM **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

8/1/2016

COUNTY EXPENDITURES

	DEPARTMENT	FUND/DEPT	AMOUNT	
104 Current Expense Fund	COUNTY COMMISSIONERS	104.401	\$0.00	
	AUDITOR & RECORDER	104.402	\$255.37	
	TREASURER	104.404	\$0.00	
	ASSESSOR	104.405	\$530.33	
	AGRICULTURAL EXTENSION	104.410	\$316.56	
	COUNTY BUILDING	104.411	\$6,125.77	
	JUDICIAL CENTER	104.412	\$9.58	
	BOARD OF HEALTH	104.413	\$0.00	
	PLANNING & ZONING	104.414	\$287.49	
	GENERAL	104.415	\$698.26	
	CIVIL DEFENSE	104.416	\$0.00	
	COUNTY ELECTIONS	104.417	\$0.00	
	LAW ENFORCEMENT BUILDING	104.418	\$0.00	
	COUNTY ADMINISTRATION	104.419	\$5,614.82	
	VETERANS SERVICE OFFICER	104.421	\$987.50	
	CURRENT EXPENSE FUND TOTAL			\$14,825.68
	Dedicated Funds	SOCIAL SERVICES	105.502	\$13,987.51
CASSIA COUNTY COURTS		106.602	\$5,032.10	
COUNTY ROAD & BRIDGE		107.707	\$0.00	
WEED & PEST		108.708	\$0.00	
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	\$0.00	
REVALUATION		114.714	\$569.52	
9-1-1 COMMUNICATIONS		115.715	\$4,497.98	
CONSOLIDATED ELECTIONS		116.716	\$0.00	
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	\$4,044.26	
ADULT MISDEMEANOR PROB TRUST		149.349	\$0.00	
ADULT MISDEMEANOR PROBATION		149.749	\$1,157.95	
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			\$29,289.32	
130 Justice Fund		JUSTICE FUND	130.330	\$0.00
	CLERK OF THE DISTRICT COURT	130.803	\$0.00	
	CONFLICT PUBLIC DEFENDER	130.804	\$973.00	
	JUVENILE JUSTICE	130.805	\$0.00	
	PROSECUTING ATTORNEY	130.807	\$424.86	
	PUBLIC DEFENDER	130.808	\$267.06	
	CORONER	130.809	\$477.18	
	SHERIFF - PATROL	130.821	\$0.00	
	SHERIFF - INVESTIGATIONS	130.822	\$0.00	
	SHERIFF - DISPATCH	130.823	\$0.00	
	SHERIFF - ADMINISTRATION	130.824	\$0.00	
	M-C CRIMINAL JUSTICE CENTER	130.827	\$0.00	
	M-C JUVENILE DETENTION CENTER	130.828	\$0.00	
JUSTICE FUND TOTAL			\$2,142.10	
TOTAL EXPENDITURES			\$46,257.10	

ATTENDANCE LOG ATTACHMENT

Cassia County Commissioner Meeting

Attendance Log

Date: 08/01/2016

NAME (Please Print)	TOWN	REPRESENTING
1. Jeremy Pittard	Burley	PD Conflict Contract
2. Tyler Lobabe	Burley	"
3. Jay Heward	Burley	S. P.
4. Kevin Horan	-	SHERIFF'S OFFICE
5. Jason Rogers	Burley	S.O.
6. Ruthe Hobbs	Burley	Concerned Citizen
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		
21.		
22.		
23.		
24.		

EXHIBIT 1

FY2017 SAVINGS ON HEALTH PLAN

1. Anticipated/budgeted 3% increase on County Health Plan not implemented. Savings to County = \$67,494.00
2. BOCC advised to decrease monthly contribution to Health Benefits Trust (managed by MBA) by \$15,000.00/month for a total contribution decrease for FY2017 of \$180,000.00
3. A previous loan of PILT money to the Health Benefits Trust in the amount of \$211,000.00 was approved to be paid back to PILT. Bowen Insurance Group to facilitate payment from Health Benefits Trust (MBA) back to County PILT Fund. Commissioner Christensen recommended this amount stay in the PILT Fund for emergency use only.

TOTAL UNFORESEEN REVENUES AVAILABLE FOR FY2017 BUDGET:	\$67,494.00
	\$180,000.00
	<u>\$211,000.00</u>
	\$458,494.00

BOCC APPROVED ADDITIONAL EXPENDITURES FOR FY2017 BUDGET:

- | | |
|--|-----------------------|
| 1. Increase County Management Fund Line Item back to FY2016 amount | (\$12,500.00) |
| 2. Maintain exempt status for Law Clerk and increase salary amount to FLSA requirement | (\$1,660.46) |
| 3. Increase Fair Expense Budget back to FY2016 amount of funding | (\$55,000.00) |
| 4. Purchase of 2 county Law Enforcement vehicles (1 car/ 1 truck) | (\$70,200.00) |
| 5. Revision of proposed \$0.50/hour or equivalent \$1,040 pay increase to \$0.50/hour or 3%-whichever is higher- pay increase to all employees | (\$20,000.00) |
| 6. BOCC approved increases to Sheriff's County Budgets | (\$4,725.00) |
| 7. Donation to Women's Shelter | <u>(\$1,000.00)</u> |
| | (\$165,085.46) |

REMAINDER OF UNFORESEEN REVENUES AVAILABLE FOR FY2017 BUDGET:	\$293,408.54
--	---------------------