



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, August 8, 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) Roll Call

8/8/2016 9:02 AM **Roll Call.**

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

- 4) 8/8/2016 9:03 AM Amendment of Agenda

8/8/2016 9:06 AM **Motion:** Add agenda items

(1) Consider Retail Alcoholic Beverage Application for Clark's for Shopping and Snake River Queen,

Action: Amend Agenda under Idaho Code § 74-206 (4) (c) (Reason for amendment): Licenses have expired and a desire to facilitate said retail establishments in achieving their license. (Good faith reason why it was not included on the original posting): Applications were received after publishing of the agenda.

(2) Get update on the county website progress for department heads, (Reason for amendment): Kunau had inquiries from departments regarding where the progress was with that matter. (Good faith reason why it was not included on the original posting): Inquiries were provided after publication of the agenda.

(3) Review work done at the Assessor's Office with soffit and fascia, (Reason for amendment): Kunau desired the board to review quality of work completed with that project. (Good faith reason why it was not included on the original posting): Concerns regarding the project were provided after publication of the agenda.

Moved by Paul Christensen, Member, **Seconded by** Bob Kunau, Member.

Motion passed unanimously.

- 5) 8/8/2016 11:49 AM Discussion and Update of Website Progress

- a. Departments haven't heard anything and desired an update.
- b. John McComb from EvoGov sent an email to Administration this morning indicating they are working on the design currently.
- c. They want to know who the point person is for departments and who approves uploaded content and who will approve final design. They also need contact information from stakeholders.

CASSIA COUNTY COMMISSION

REGULAR SESSION

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- d. Some photography has been provided. Currently, they are building a flowchart of content, and contact information is currently needed. A prototype will be provided for department heads to look at and provide feedback.
 - e. Kunau said department heads and elected officials need to be considered in the process to assure their needs are met.
 - f. McMurray will include ongoing discussion regarding the new website as a part of regular board meetings.
- 6) 8/8/2016 9:14 AM Review Calendar, Meetings, and Correspondence
- a. Fire restrictions were implemented for the Sawtooth National Forest.
 - b. Abenroth reported on attendance to City of Burley Council meeting in regards to the Law Enforcement Agreement. No major changes were made, just minor wording changes. Those changes will be submitted to the council on 08/16/2016 for their approval.
- 7) 8/8/2016 9:53 AM Personnel Matters:
- a. Change of Status
 - i. Sheriff's Office
 - 1. Carl Painter – Part time Detention Officer mental holds
 - 2. Bradley Elmer – Increase in rate of pay for certification
 - ii. Heward and Abenroth explained difficult ramifications when mental holds with other medical demands requiring that they be guarded days at a time if they are not able to go to a mental facility.
 - iii. Painter will fill that capacity part time. He is a Search and Rescue member.

8/8/2016 9:57 AM **Motion:** Change of Status Requests as presented, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

- b. Payout of Accruals - None
 - c. Time Cards – None
- 8) 8/8/2016 9:57 AM Junior College Residency Applications Review and Discussion
- a. CSI – Two high school dual credit, 18 post high school
 - b. CSI – Two denials

8/8/2016 9:57 AM **Motion:** Recommendations by the Clerk's Office to approve 20 and deny two Certificate of Residency applications as presented, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.

Motion passed unanimously.

- 9) 8/8/2016 9:57 AM County Road and Bridge Report
- 10) 8/8/2016 9:58 AM Review and Execute Letter to Department Heads

8/8/2016 9:58 AM **Motion:** Letter to elected officials and department heads regarding restraint in spending, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

- 11) 8/8/2016 9:59 AM Execute Agreement with Valley Office Systems for Assessor's Office Copy Machine
- a. Abenroth reviewed the contract and had no concern with the maintenance department.
 - b. He felt the language was one-sided with the vendor providing the machine and he can't recommend signing the contract but if Davis wants this to follow his desires.

8/8/2016 10:01 AM **Motion:** Signing of the Contract, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

- 12) 8/8/2016 10:21 AM Review Proposals for Commission Chambers Technology Upgrades
- a. McMurray talked about installing a projector and screen in the Commission Chambers as the TV screen is at times not large enough.
 - b. Two quotes were received
 - i. Kevin's Electronic Installation for labor and equipment of \$3,700, half in advance and half upon completion
 - ii. A verbal approximation from Phase IV for equipment and installment of \$5,000
 - c. Kunau asked about the screens being different sizes and should bid on the same thing.
 - d. This would make it better for the board and for planning and zoning.
 - e. Christensen asked if this accomplished having budget paperwork on screen.
 - f. Table it now for comparative equipment.

- 13) 8/8/2016 10:26 AM Review Delta Dental Renewal Notice Effective 10/01/2016
- a. McMurray reviewed proposals regarding renewal and a proposal for enhancements with claims.
 - b. There is no increase in the plan from last year. Enhancements would have an impact of 4.8% or \$6,542 only on claims costs and not on administration.
 - c. Christensen supported renewal under current terms without enhancements with the way current health costs are going.

8/8/2016 10:31 AM **Motion:** Renewal of Delta Dental contract without enhancements that will be effective 10/01/2016, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

- 14) 8/8/2016 10:32 AM Executive Session – Consider Hiring of Individual Agent in Order to Fill a Particular Vacancy or Need

8/8/2016 10:32 AM **Motion:** Evaluation for hiring of individual agent in order to fill a particular vacancy or need, **Action:** Enter Executive Session under Idaho Code § 74-206 (1) (a), **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.

8/8/2016 11:11 AM Exiting Executive Session, the matter was taken under advisement. No decisions were made.

15) 8/8/2016 11:16 AM Indigent Matters

8/8/2016 11:16 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.

8/8/2016 11:35 AM **Motion:** Indigent recommendations of the Social Services Director as presented, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.
Motion passed unanimously.

16) 8/8/2016 11:53 AM Review and Approve Minutes

8/8/2016 11:53 AM **Motion:** Minutes from 07/22/2016, **Action:** Approve, **Moved by** Bob Kunau, Member, **Seconded by** Paul Christensen, Member.

Motion passed unanimously.

8/8/2016 11:53 AM **Motion:** Minutes from 08/01/2016, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.

Motion passed unanimously.

17) 8/8/2016 11:54 AM Review and Approve Payables

8/8/2016 12:02 PM **Motion:** Payables from 08/08/2016, **Action:** Approve, **Moved by** Bob Kunau, Member, **Seconded by** Paul Christensen, Member.

Motion passed unanimously.

SCHEDULED INFORMATION AND ACTION AGENDA ITEMS

18) 8/8/2016 9:06 AM Discussion with Box Elder County Regarding Strevell Road Agreement

- a. McMurray reported on a letter sent to Box Elder County Commissioners expressing the county's desire to maintain the agreement with them for maintenance of the Strevell Road paying mileage funds that historically has been \$1,100.00 to \$1,200.00 per mile.
- b. Box Elder County Road Department Supervisor Bill Gilson forwarded an agreement tying those payments to average annual dollar cost per mile of road set by the Idaho Transportation Department (ITD). The amount for 2015 is \$1,473 per mile which included vehicle registration and gas tax revenue increases effective 07/01/2015
- c. Gilson met with the Raft River Highway District last week and he said they have historically been paying Box Elder County for about 17.2 miles of road on a percentage basis of funds for their total road miles. They have historically paid about \$28,000 in quarterly payments.

- d. Box Elder County desires that they be paid by percentage of miles as Raft River Highway District is doing or by using the average annual highway user dollars submitted by ITD to maintain a fair distribution between those involved.
- e. Gilson said they are providing about twice the amount of money in the involved roadways. They are okay with that as a lot of the traffic is from Utah residents who they desire to take good care of those roads.
- f. For the 9.1 miles Box Elder County takes care of out of 93 total miles of Cassia County roads is 0.098%. The payment for 2015 would have been about \$14,500. The Box Elder signed agreement, which uses the annual highway user dollars submitted by ITD, the payment for 2015 would have been about \$13,500.
- g. Christensen stated it would be about \$800 more using the percentage amount. Kunau said it would be easier to figure with the ITD reimbursement rate and Christensen said it would also be more stable and reliable.
- h. Gilson would be willing to invoice the county at the end of December.
- i. The Agreement was reviewed by Abenroth and he had no objection to it.

8/8/2016 11:53 AM **Motion:** Enter Contract with Box Elder County for road maintenance in the Strevell area, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.
Motion passed unanimously.

19) 8/8/2016 9:20 AM Snowmobile Matters – Chuck Larson

- a. Larson reported the Snowmobile Advisory Board voted to approve funding \$5,000 on a matching grant for the US Forest Service officer to fund two snowmobiles and an enclosed trailer to assist with their law enforcement of snowmobilers. He said it is for the betterment of snowmobiling where they are patrolling the Sublett area and because they were \$5,000 short in matching funds and they have funds to help them out.
- b. Kunau stated there was a large reserve in the Snowmobile Fund and supported the Snowmobile Advisory Board's decision in keeping a good relationship and rapport with Idaho Department of Parks and Recreation (IDPR) who is funding the grant and who we receive our funds from.
- c. Christensen said he had a problem supporting that as the federal government has funding sources and it seemed to be going backwards.
- d. Heward said he would rather see them donate the money for wages and updating the Sheriff's Office equipment.
- e. Crane said to take the matter under advisement and have Abenroth research if it is legal to give funds to the Sheriff's Department.
- f. Evans reported the Auditor's Office completed application and have received \$3,000 this week for the Snowmobile Fund from the US Forest Service for grooming.

8/8/2016 9:35 AM **Motion:** Expenditure \$5,000 based on the Snowmobile Advisory Board's decision on a onetime basis with a closer review of directing those funds to the county responsibilities in the future, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Christensen – Yes, Kunau – Yes, Crane – No

Motion Passed

- 20) 8/8/2016 9:36 AM Presentation of Levy Information by Susan Keck and Carrie Merrell for Review
- a. Merrell presented pros and cons of pursuing a permanent levy override. She explained the county not only has a dollar amount levy cap, but also a total levy percentage cap of a 3% increase we have to work with.
 - b. Added new construction this year provided a real boost this year just to get by. Building a larger levy cap would provide funds in administering justice, the County Fair, and being competitive in the work force with employees.
 - c. The county could build PILT reserves and survive a downturn or emergency if we boosted the levy limits by an override. We would also not be left with a disaster if PILT funding were ever discontinued.
 - d. Different amounts and scenarios were presented by Merrell for the board to consider.
 - e. Keck presented options in preparing a resolution for presentation of a special election. Voter turnout averages were presented and the amount needed to pass a permanent levy override.
 - f. Bond or levy elections can be held in November or May of each year. Deadlines for ballot language and for a resolution was presented for potential future dates.
 - g. The ballot language must detail specifically what the bond amount would be used for.
 - h. Crane asked the board to review the materials presented.
 - i. The matter was tabled.
- 21) 8/8/2016 10:01 AM Data Storage Issues Discussion
- a. Ben Stephenson from Stephenson Computer Consulting and Tracy Moore from Miicor Consulting, Inc. who provided a quote for the Barracuda equipment presented. A quote was also provided from Unitrends, a competitor to Barracuda. Everything in the courthouse and the Sheriff's Office is backed up to that appliance. It currently is at 95% capacity and backups will begin to not work.
 - b. Retention policies with the county would have to change with that equipment which would only be a "band-aid" fix. Hence they are suggesting a larger unit. Both bids are for five years up front.
 - c. Heward said the Sheriff's Office has outgrown the current system with video storage and inquired about a separate appliance for their office. Stephenson said that would present a potential for two pieces that could fail rather than one. They recommended one.
 - d. Moore talked about disaster recovery and moving to the cloud. Local use of NAS or SAN unit would be vulnerable. The Sheriff's Office video storage has created the storage issue. Their information is not being stored in the cloud. Moore talked about insurance with data storage and backup. He also talked about paying for instant replacement and complimentary refresh that may include more disk storage space. A hardware refresh could gain additional storage, but Moore recommended looking more into future needs. A five-year plan provides a 30% discount to give more "bang for the buck."
 - e. Kunau recommended using a local NAS system for less cost for some historical records that are not accessed as frequently and possibly having a duplicate system. Stephenson said if we got the Crypto virus, it would wipe both out. He said he could never support spending this amount of money with limited resources we have for old data storage.
 - f. Moore discussed scrubbing data to lessen space. He said retention requirements and what we have to provide the public is the critical issue for disaster recovery.
 - g. Heward said a 30-day retention for video is their current practice.
 - h. Christensen asked about property records retention and Stephenson said it is backed up to tape on our current system.

- i. Christensen asked for a group with a computer background to review the data to review the technology.
- j. Kunau desired further time to review the matter, its costs, and what needs to be retained.
- k. McMurray was asked by Crane to put together a group to research the proposal further.

22) 8/8/2016 10:32 AM Discussion with Ben Bartlett Regarding Fees Associated with Weed Spraying on Property – Rescheduled due to an emergency

23) 8/8/2016 11:12 AM Review Alcoholic Beverage License Applications for Approval

- a. Clark’s for Shopping – Bottled or canned beer off premise
- b. Snake River Queen – Bottled or canned beer on premise, wine by the bottle, wine by the glass, Burley Liquor License
- c. Duck Ugly’s – Draft, bottled, or canned beer on premise; wine by the bottle; wine by the glass
- d. Riverside Resort – Draft, bottled, or canned beer on premise; bottled or canned beer off premise; wine by the bottle; wine by the glass; Burley Liquor license

8/8/2016 11:14 AM **Motion:** Alcoholic Beverage License Applications as presented, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

24) Snake River Rockfest Application Review

- a. Shawn Elorrieta desired to have an outdoor concert. They have confirmed a Friday and Saturday event with 26 bands and a Sunday VIP gathering limited to 270 people. The music will end by 11:00 p.m.
- b. Crane said they need to complete an application and follow bond requirements to fulfill request.
- c. Heward was not sure of the caliber of the 28 individuals hired for security and they are expecting about 1,000 people. He said they would need about 50 security personnel for that many tickets sold to take care of what needed to be done.
- d. McMurray reviewed requirements and what has been accomplished with security and fire protection as well as bond requirements to hold the county harmless. Undersheriff Warrell was provided their information to review.
- e. Relief was requested by Elorrieta for a hardship exemption from bond requirements due to it being on their premises and that they have insurance coverage. Christensen and Kunau express concern that the requirements are there to protect citizens and guidelines should be maintained.
- f. Crane asked for McMurray to work through the application, review it, and get back to the board.

25) 8/8/2016 12:02 PM Executive Session – Consider Hiring of Individual Agent in Order to Fill a Particular Vacancy or Need

8/8/2016 12:02 PM **Motion:** Evaluation for hiring of individual, **Action:** Enter Executive Session under Idaho Code § 74-206 (1) (a), **Moved by** Bob Kunau, Member, **Seconded by** Paul Christensen, Member.

Motion passed unanimously.

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

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

8/8/2016 12:41 PM Exiting Executive Session – Decision was to proceed forward with interviews of applicants for the County Weed Supervisor.

26) 8/8/2016 12:41 PM Adjournment

8/8/2016 12:41 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

8/8/2016

COUNTY EXPENDITURES

	DEPARTMENT	FUND/DEPT	AMOUNT	
104 Current Expense Fund	COUNTY COMMISSIONERS	104.401	\$885.43	
	AUDITOR & RECORDER	104.402	\$460.43	
	TREASURER	104.404	\$176.66	
	ASSESSOR	104.405	\$0.00	
	AGRICULTURAL EXTENSION	104.410	\$0.00	
	COUNTY BUILDING	104.411	\$3,997.40	
	JUDICIAL CENTER	104.412	\$11.32	
	BOARD OF HEALTH	104.413	\$0.00	
	PLANNING & ZONING	104.414	\$955.63	
	GENERAL	104.415	\$841.56	
	CIVIL DEFENSE	104.416	\$0.00	
	COUNTY ELECTIONS	104.417	\$0.00	
	LAW ENFORCEMENT BUILDING	104.418	\$312.56	
	COUNTY ADMINISTRATION	104.419	\$2,954.00	
	VETERANS SERVICE OFFICER	104.421	\$0.00	
	CURRENT EXPENSE FUND TOTAL			\$10,594.99
	Dedicated Funds	SOCIAL SERVICES	105.502	\$53.20
CASSIA COUNTY COURTS		106.602	\$1,962.44	
COUNTY ROAD & BRIDGE		107.707	\$3,341.41	
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	\$0.00	
9-1-1 COMMUNICATIONS		115.715	\$4,317.16	
CONSOLIDATED ELECTIONS		116.716	\$0.00	
COUNTY WATERWAYS		117.717	\$0.00	
COUNTY SNOWMOBILE		118.718	\$0.00	
ASSESSOR TRUST		123.323	\$28.25	
EMERGENCY MEDICAL SERVICE		133.733	\$0.00	
NARCOTICS SEIZED ASSETS		134.334	\$1,402.20	
CASSIA DRUG TASK FORCE		136.736	\$0.00	
D.A.R.E. TRUST		137.737	\$0.00	
PHYSICAL FACILITIES		144.744	\$19,006.00	
ADULT MISDEMEANOR PROB TRUST		149.349	\$0.00	
ADULT MISDEMEANOR PROBATION		149.749	\$8,824.64	
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			\$38,935.30	
130 Justice Fund	JUSTICE FUND	130.330	\$1,054.00	
	CLERK OF THE DISTRICT COURT	130.803	\$0.00	
	CONFLICT PUBLIC DEFENDER	130.804	\$5,810.50	
	JUVENILE JUSTICE	130.805	\$0.00	
	PROSECUTING ATTORNEY	130.807	\$460.77	
	PUBLIC DEFENDER	130.808	\$337.99	
	CORONER	130.809	\$50.00	
	SHERIFF - PATROL	130.821	\$3,302.00	
	SHERIFF - INVESTIGATIONS	130.822	\$568.53	
	SHERIFF - DISPATCH	130.823	\$198.47	
	SHERIFF - ADMINISTRATION	130.824	\$2,118.38	
	M-C CRIMINAL JUSTICE CENTER	130.827	\$30,502.51	
	M-C JUVENILE DETENTION CENTER	130.828	\$0.00	
JUSTICE FUND TOTAL			\$44,403.15	
TOTAL EXPENDITURES			\$93,933.44	

ATTENDANCE LOG ATTACHMENT

Cassia County Commissioner Meeting

Attendance Log

Date: 8-8-16

NAME (Please Print)	TOWN	REPRESENTING
1. Tim Darrington	Declo	Citizen
2. Jay Howard	Burley	S.O.
3. Dwight Davis	Burley	Assessor
4. Carson Marshall	Burley	Auditor
5. Susan Keck	Almo	Cassia Co. Elections
6. Ruthe Hobbs	Burley	Concerned Citizen
7. Josh Whittaker	Burley	Rock Fest
8. Cammen Witzke	Burley	Burley Inn
9. Shaun Florrieta	Burley	Riversid Resort LLC.
10. BEN STEVENSON	T.F.	SCCI
11. TRACY MOORE	BOISE	MICOR
12. BILL GILSON	BRIANAM CITY, UT	Box ELDER COUNTY ROADS
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