



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 15, 2016

10:30 AM

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

- 1) 8/15/2016 8:56 AM Call to Order
- 2) 8/15/2016 10:28 AM Pledge of Allegiance and Prayer
- 3) 8/15/2016 10:29 AM Roll Call

Roll Call.

Present: Kerry D. McMurray - Administrator, Bob Kunau - Member, Dennis Crane - Chairman, Paul Christensen - Member, Doug Abenroth - County Attorney, Heather Evans - Deputy Clerk of the Board - excused.

- 4) 8/15/2016 10:40 AM Review Calendar, Meetings, and Correspondence
- 5) 8/15/2016 10:45 AM Personnel Matters:
 - a. Change of Status – Voluntary resignation of dispatcher Autumn Clark from the Sheriff's Office
 - b. Time Card – Road and Bridge Supervisor Sam Adams is in order

8/15/2016 10:45 AM **Motion:** Change of Status Request as presented, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

- 6) 8/15/2016 10:46 AM Junior College Residency Applications Review and Discussion

8/15/2016 10:46 AM **Motion:** Recommendations by the Clerk's Office to approve 25 and deny five Certificate of Residency applications, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.
Motion passed unanimously.

- 7) 8/15/2016 10:46 AM County Road and Bridge Report
- 8) 8/15/2016 10:47 AM Protocol for Employees Regarding Cassia County Fair and Parade

8/15/2016 10:48 AM **Motion:** Adopt the same parade policy as last year to allow employees leave from 10:30 a.m. to 1:00 p.m. which includes employee's lunch, **Action:** Approve, **Moved by** Bob Kunau, Member, **Seconded by** Paul Christensen, Member.
Motion passed unanimously.

CASSIA COUNTY COMMISSION

REGULAR SESSION

Monday, August 15, 2016

1 | Page

- 9) 8/15/2016 10:50 AM Continue Discussion Regarding Commission Chambers Technology Upgrades
- a. McMurray reported comparatives for costs regarding a video screen and projector received from Phase IV and Christensen Electronics.
 - b. Christensen and Kunau asked about a feed directly to Commissioner computers in lieu of a video screen and projector.
 - c. McMurray was asked to continue working on the matter.
- 10) 8/15/2016 10:54 AM Discuss Bids for New Postage Machine
- a. McMurray discussed bids for an upgrade from NeoPost and a new machine from Rocky Mountain Competitive Solutions.
 - b. The FP postage machine through Rocky Mountain Competitive Solutions was the least expensive solution to replace our current NeoPost lease contract which ends in December.

8/15/2016 10:58 AM **Motion:** Proceed with our postage machine with the proposal from Rocky Mountain Competitive Solutions, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.

Motion passed unanimously

- 11) 8/15/2016 10:59 AM Review Rockfest Public Assembly Application
- a. McMurray reviewed questions about insurance and bonding. Indemnity of the county is important in the event of a claim from a neighbor or others.
 - b. Another indemnity for emergency hospital treatment is important in the event of indigent liability.
 - c. A performance bond is two parts:
 - i. To insure compliance with regulations
 - ii. To cover any damage to adjoining property
 - d. Insurance coverage of the applicant may not cover some liabilities of the county.
 - e. The board discussed the necessity of the applicant providing indemnification Insurance in an appropriate amount. Christensen recommended not doing it for less than \$500,000.

8/15/2016 11:17 AM **Motion:** Set a minimum amount of indemnification for Cassia County for this event at \$500,000, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.

Motion passed unanimously

- f. An additional requirement is an emergency treatment cash bond deposited with the county which was appealed earlier by permittee.
- g. Abenroth advised following the ordinance.

8/15/2016 11:21 AM **Motion:** Deny hardship exemption on the emergency bond of \$15,000, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.

Motion passed unanimously.

- h. The \$25,000 performance bond is to insure compliance with regulations and the property insurance bond of \$5,000 is for protection of neighboring property. McMurray recommended waiving the property insurance bond as that is between the applicant and adjoining neighbors.

8/15/2016 11:23 AM **Motion:** Maintain requirement of compliance of a \$25,000 performance bond and honor the hardship request exemption on the \$5,000 property bond, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member .
Motion passed unanimously

12) 8/15/2016 11:53 AM Annex Flooring Discussion

- a. McMurray presented a bid for tile and installation at the Assessor's Office in the amount of \$9,450. There will be additional cost for any unknown preparation.
- b. The Assessor's Office ladies can pick the color.

8/15/2016 11:56 AM **Motion:** Proceed with the proposed work in the Annex Building, **Action:** Approve, **Moved by** Bob Kunau, Member, **Seconded by** Paul Christensen, Member.
Motion passed unanimously

13) 8/15/2016 11:57 AM Review and Approve Minutes

8/15/2016 11:57 AM **Motion:** Minutes from 08/08/2016, **Action:** Approve, **Moved by** Bob Kunau, Member, **Seconded by** Paul Christensen, Member.
Motion passed unanimously.

14) 8/15/2016 11:57 AM Review and Approve Payables

8/15/2016 11:57 AM **Motion:** Payables from 08/15/2016, **Action:** Approve, **Moved by** Bob Kunau, Member, **Seconded by** Paul Christensen, Member.
Motion passed unanimously.

SCHEDULED INFORMATION AND ACTION AGENDA ITEMS

- 1) 8:00 AM County Fair and Rodeo Queen's Breakfast at Morey's Steakhouse
- 2) 8/15/2016 10:30 AM Discussion with Sheriff Heward Regarding Changing Law Enforcement Policy Manual to Idaho Policing Policy Manual
 - a. Heward said this consideration began due to a charge of \$3,000 to \$4,000 per year from Lexipol to maintain their current manual. It was also labor intensive working with monthly updates.
 - b. State law enforcement agencies in conjunction with ICRMP came up with a policy manual that was less intrusive. All Idaho sheriffs have agreed to it. It requires a contract at the cost of about \$2,500 per year.
 - c. McMurray has worked with Heward to adjust a few things in the ICRMP manual and they will continue to use their Standard Operating Procedure.
 - d. A similar manual is being worked on for the jail.

8/15/2016 10:34 AM Motion – Allow the Sheriff to change the Law Enforcement Policy Manuals he has described today to the Idaho Policing Policy Manual, Action: Approve, **Moved by** Paul Christensen, Member **Seconded by** Bob Kunau, Member.

- e. McMurray had concerns with the agreement for the manual after his review. The agreement includes to indemnify and hold harmless ICRMP, the Sheriff's Association, and others who are party to the contract.
- f. He suggested that the board adopt a resolution for this manual is subject to any county policy so if there is a conflict between the two, the county policy would govern.

Motion withdrawn by Paul Christensen, Member.

- g. McMurray will work further on the matter with ICRMP.
- 3) 8/15/2016 10:59 AM Public Testing of Election Equipment for 08/30/2016 Special Election
- a. Elections Director Susan Keck presented the equipment for required public testing for the 08/30/2016 Special Election for a Cassia County Joint School District #151 Supplemental Levy of \$1.5 million.
 - b. A simple majority is required to pass. Traditional and ExpressVote ballots were tested. The notice of election will be published as required by statute.
 - c. Testing was witnessed and completed without error.

8/15/2016 11:06 AM **Motion:** Certification of the Election Equipment, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.

Motion passed unanimously

- 4) 8/15/2016 11:24 AM Indigent Matters

8/15/2016 11:24 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.

8/15/2016 11:44 AM Exit of Executive Session

8/15/2016 11:53 AM **Motion:** Indigent recommendations of the Social Services Director as presented, **Action:** Approve, **Moved by** Bob Kunau, Member, **Seconded by** Paul Christensen, Member.

Motion passed unanimously.

5) 8/15/2016 11:57 AM Adjournment

8/15/2016 11:57 AM **Motion:** Today's meeting of the Board, **Action:** Adjourn, **Moved by** Bob Kunau, Member, **Seconded by** Paul Christensen, Member.
Motion passed unanimously.

APPROVED:

/s/ _____

Dennis Crane, Chairman

CLERK OF THE BOARD:

/s/ _____

Heather Evans, Deputy

COUNTY EXPENDITURES ATTACHMENT

8/15/2016

COUNTY EXPENDITURES

	DEPARTMENT	FUND/DEPT	AMOUNT	
104 Current Expense Fund	COUNTY COMMISSIONERS	104.401	\$0.00	
	AUDITOR & RECORDER	104.402	\$810.84	
	TREASURER	104.404	\$241.79	
	ASSESSOR	104.405	\$255.73	
	AGRICULTURAL EXTENSION	104.410	\$1,562.39	
	COUNTY BUILDING	104.411	\$3,784.66	
	JUDICIAL CENTER	104.412	\$0.00	
	BOARD OF HEALTH	104.413	\$10,064.67	
	PLANNING & ZONING	104.414	\$310.53	
	GENERAL	104.415	\$134.47	
	CIVIL DEFENSE	104.416	\$207.99	
	COUNTY ELECTIONS	104.417	\$0.00	
	LAW ENFORCEMENT BUILDING	104.418	\$51.36	
	COUNTY ADMINISTRATION	104.419	\$1,054.01	
	VETERANS SERVICE OFFICER	104.421	\$0.00	
	CURRENT EXPENSE FUND TOTAL			\$18,478.44
	Dedicated Funds	SOCIAL SERVICES	105.502	\$400.00
CASSIA COUNTY COURTS		106.602	\$1,797.99	
COUNTY ROAD & BRIDGE		107.707	\$112.02	
WEED & PEST		108.708	\$12,084.08	
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	\$664.41	
9-1-1 COMMUNICATIONS		115.715	\$25,036.53	
CONSOLIDATED ELECTIONS		116.716	\$5,736.68	
COUNTY WATERWAYS		117.717	\$1,400.80	
COUNTY SNOWMOBILE		118.718	\$21.94	
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	\$0.00	
ADULT MISDEMEANOR PROB TRUST		149.349	\$30.00	
ADULT MISDEMEANOR PROBATION		149.749	\$4,767.66	
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			\$52,052.11	
130 Justice Fund	JUSTICE FUND	130.330	\$0.00	
	CLERK OF THE DISTRICT COURT	130.803	\$0.00	
	CONFLICT PUBLIC DEFENDER	130.804	\$753.00	
	JUVENILE JUSTICE	130.805	\$0.00	
	PROSECUTING ATTORNEY	130.807	\$3,206.10	
	PUBLIC DEFENDER	130.808	\$0.00	
	CORONER	130.809	\$250.00	
	SHERIFF - PATROL	130.821	\$9,002.48	
	SHERIFF - INVESTIGATIONS	130.822	\$537.51	
	SHERIFF - DISPATCH	130.823	\$353.78	
	SHERIFF - ADMINISTRATION	130.824	\$370.55	
	M-C CRIMINAL JUSTICE CENTER	130.827	\$9,026.79	
	M-C JUVENILE DETENTION CENTER	130.828	\$0.00	
JUSTICE FUND TOTAL			\$23,500.21	
TOTAL EXPENDITURES			\$94,030.76	

ATTENDANCE LOG ATTACHMENT

Cassia County Commissioner Meeting

Attendance Log

Date: 8/15/2016

	NAME (Please Print)	TOWN	REPRESENTING
1.	Jay Howard	Burley	S.O.
2.	Lisa Heisel	Rupert	Treasurer's Office
3.	Hilaree Young	Heyburn	C.C Elections
4.	Susan Keck	Almo	C.C Elections
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			
21.			
22.			
23.			
24.			