



Cassia County Board of Commissioners

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

CASSIA COUNTY
Recorded for:
CASSIA COUNTY COMMISSIONER
8:38:16 am 09-09-2016
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No. Pages: 12 Fee: \$
JOSEPH W. LARSEN
County Clerk
Deputy: CVFLASQUEZ

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, July 11, 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

7/11/2016 9:02 AM **Roll Call.**

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

- 4) 7/11/2016 9:03 AM Review Calendar, Meetings, and Correspondence
- 5) 7/11/2016 9:06 AM Personnel Matters:
 - a. Change of Status
 - i. Assessor’s Office – hiring of Leticia (Lettie) Campbell as Chief Deputy/Office Manager
 - ii. Public Defender’s Office – Justin D. Jones as Deputy Public Defender
 - iii. Clerk’s Office
 1. Increase in rate of pay for Evaluation/Certification of Deputy Civil Clerk/Lead Court Certified Interpreter Noemi Alanis
 2. Increase in rate of pay for Evaluation/Certification/Length of Service of Lead Deputy Court Clerk/Magistrate Clerk Robin Carpenter
 - iv. Sheriff’s Office – Basic Academy Certification of Deputy Patrolman Alyssa M. Piper

7/11/2016 9:08 AM **Motion:** Change of Status Requests as presented, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

- 6) 7/11/2016 9:05 AM Junior College Residency Applications Review and Discussion

7/11/2016 9:05 AM **Motion:** Recommendations by the Clerk's Office regarding eight approvals and one denial of Certificate of Residency applications, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.

Motion passed unanimously.

7) 7/11/2016 9:09 AM County Road and Bridge Report

8) 7/11/2016 9:38 AM Letter of Clarification to SCCI

a. Proposed letter of clarification read by Kunau

7/11/2016 9:39 AM **Motion:** Letter of clarification to SCCI, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

9) 7/11/2016 9:39 AM Review and Execute Letter to Mr. David J. Westfall Regarding Southern Idaho Economic Development Corporation

a. Proposed letter to David J. Westfall regarding questions about county investment and how it is figured for payment, and plans for usage of funds from the county to SIEDO.

b. A copy of the current and proposed budget was also requested.

7/11/2016 9:40 AM **Motion:** Sending information letter to David J. Westfall Regarding SIEDO, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

10) 7/11/2016 9:40 AM Discussion of Increase in Animal Control

a. Christensen read a request for increase in pay for Animal Control from the City of Burley.

b. Animal control statistics from the City of Burley were reviewed by the board.

c. Christensen referred to a non-agricultural related population increase in the buffer zone area and there had not been an increase in our payment for some time.

d. Kunau and Christensen expressed support of a 3% increase in that payment.

7/11/2016 9:44 AM **Motion:** Increase the contribution to animal control in the annual amount of 3% over what we are currently paying to the City of Burley, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

e. Christensen asked McMurray to write a letter from the Commissioners regarding that decision.

11) 7/11/2016 10:20 AM Review of Budget Officer Recommendations and Department Budget Requests

a. Larsen recapped the move of the Conflict Public Defender and placed into the Indigent Budget. The Public Defender was placed in the Current Expense Fund.

b. Evans also made City of Burley entries for accounting in the Justice Fund for City Patrol, City Investigations, and City Administration.

c. Public Defender's Office Option 3 request was modified by the board. The joint boards will finalize that next board meeting. Prosecuting Attorney requests will be re-visited at that time.

- d. The board discussed the Sheriff's Office concerns about ammunition they need to provide for POST and vehicle costs for a city patrol car, a county court car and a pickup. Rogers said there are many vehicles with very high mileage.
 - e. Heward asked for another patrolman for the impact area and for a school resource officer. Kunau recommended the COPS grant to cover those costs.
- 12) 7/11/2016 9:45 AM District Court Budget Follow Up with Clerk Larsen, Fifth Judicial District, and Judges
- a. Larsen said reducing court budget allocations for temporary help would hamper court deputy clerk work significantly where those temporary positions replaced two full time employees.
 - b. Those said increases were shifts from amongst the Clerk's budgets rather than an increase and would be critical for Odyssey rollout and meeting the "Go Live" date in April of 2017.
 - c. Christensen and Kunau were in support of the Clerk's recommendation in that matter.
- 13) 7/11/2016 10:47 AM Commissioners' Approved Preliminary Budget for Publication
- a. Crane said they are still working on the Sheriff's budgets.
 - b. Christensen asked for a more historic amount for the County Fair. He reiterated that position and a request for \$218,000 is excessive.
 - c. Christensen asked Larsen the amount generated for the County Fair from taxation. Larsen stated \$119,200 was levied under Fair Exhibits.
 - d. The board discussed potential additional funding for the Cassia County Fair from taxation.
 - e. Evans reiterated that an overall Fair Budget has not been presented to the board to follow the statute in determining amounts that can be levied. She indicated the Auditor's office has not received fund balance amounts or revenues they have received separate from levied funding. The difference is only what can be levied from county funds as the Auditor's Office interprets the statute.
 - f. Christensen asked for a letter to the Fair Board to discuss concerns expressed in a letter or with training from Abenroth to go over the County Fair budget. Abenroth explained complications with the statute for County Fair levy computations.
 - g. Christensen suggested \$185,200 for the County Fair. \$55,000 is unallocated revenue according to Evans and would have to be absorbed from insurance savings.
 - h. Abenroth suggested addressing concerns for during the FY2108 budget process rather than right now during preparations for the County Fair.
- 14) 7/11/2016 11:14 AM Indigent Matters

7/11/2016 11:14 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.

7/11/2016 11:39 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.

15) 7/11/2016 10:19 AM Review and Approve Minutes

7/11/2016 10:19 AM **Motion:** Minutes from 07/05/2016, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.
Motion passed unanimously.

16) 7/11/2016 9:52 AM Review and Approve Payables

7/11/2016 10:18 AM **Motion:** Payables from 07/11/2016, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.
Motion passed unanimously.

SCHEDULED INFORMATION AND ACTION AGENDA ITEMS

17) 7/11/2016 9:12 AM Follow Up on Raise Request with Sheriff Heward

- a. The Sheriff suggested a rate of pay increase of \$0.50 per hour or 3%, whichever is higher. Abenroth concurred.
- b. Larsen asked Evans to prepare a cost impact for using \$0.50 per hour per employee up to where a 3% increase on their rate of pay is equal to \$1,040. Then calculate a 3% increase on those above that amount.
- c. Setting up separate City of Burley and County law enforcement allocations need to be concluded before publishing of the budget the first week of August.
- d. Christensen mentioned overtime allocations that were identified in the Auditor's Office and Sheriff's Office meeting that were not associated with the City of Burley contract.

18) 7/11/2016 9:19 AM Payout of Accruals to Wayne Winder – Sheriff Heward

- a. Heward indicated there was about \$2,000 of accrual payout for Wayne Winder upon retirement and he desired it to be paid out of the Employee Compensation Fund.
- b. Christensen asked Heward about differential pay per hour that has yet to be identified. Evans said the amount, if approved by the board, is \$0.41 per hour paid in base pay. All employees will rotate through the shifts according to Warrell for equity. The MCCJC has already been calculated at \$0.28 per hour for differential pay.

7/11/2016 9:23 AM **Motion:** Adjustment of wages/salaries in the Sheriff's Office to include differential pay by \$0.41 per hour into base wage/salary for dispatch and patrol, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

7/11/2016 9:24 AM **Motion:** Adjustment of wages/salaries at the MCCJC to include differential pay by \$0.28 per hour into base wage/salary, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

- c. Abenroth stated this change for the MCCJC should be brought before the joint board tomorrow.
 - d. Evans pointed out that it doesn't change either budget as the amounts in question are being shifted from the Extra Help line to Wages/Salaries line.
 - e. 7/11/2016 9:53 AM Continued Discussion of Payout of Accruals to Wayne Winder
 - i. Evans reminded the Board a decision was not made regarding Wayne Winder.
 - ii. Accruals were already paid out of the Justice Fund. A question was posed if funds in the Discretionary Compensation Fund in Current Expense Fund could pay those accruals from the Justice Fund.
 - iii. Larsen questioned the legality of intermingling two dedicated funds.
 - iv. Abenroth said if there are funds in the Sheriff's budget, it should be paid out those funds. Evans said that has already been paid out of the Sheriff's budget. Heward said it could significantly impact their overtime budget.
 - v. Larsen recommended amending the budget if necessary and reviewing the resolution regarding accrual payout.
- 19) 7/11/2016 9:26 AM Follow Up from Auditor's Office and Law Enforcement Meeting with Lieutenant Rogers, the Auditor's Office and Commissioner Christensen
- a. The City and County accounting was reviewed.
 - b. Rogers reported on private entity events that request the Sheriff's Office assistance, such as the Haunted Mansion, Tractor Pulls, Monster Trucks, and the Regatta are being paid separately.
 - c. Rogers has the line items setup for the City of Burley isolated costs.
- 20) 7/11/2016 9:30 AM Alcoholic Beverage License Considerations for the Following:
- a. Stinker Gas Station Store #79 – Bottled wine, bottled and canned beer off premise
 - b. Stinker Gas Station Store #61 – Bottled wine, bottled and canned beer off premise
 - c. Bobcat Corner – Bottled wine, bottled and canned beer off premise
 - d. Stokes Fresh Food Market – Bottled wine, bottled and canned beer off premise
 - e. Travel Stop 216 & Village of Trees RV Resort – Bottled wine, bottled and canned beer on premise
 - f. Polo's Café – Bottled and canned beer on premise
 - g. Malta Fuel Depot, Inc. – Bottled and canned beer off premise
 - h. 610 Club, LLC – Wine by the bottle, wine by the glass, bottled and canned beer on premise, bottled and canned beer off premise
 - i. The Big Kahuna – Draft, bottled and canned beer on premise, wine by the glass, bottled and canned beer off premise
 - j. Almo Creek Outpost – Bottled and canned beer on premise, wine by the glass
 - k. Burley Golf Course – Bottled and canned beer on premise
 - l. Walgreens – Bottled wine, bottled and canned beer off premise

7/11/2016 9:37 AM **Motion:** Beer and Licenses as presented, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

21) 7/11/2016 10:03 AM Tax Appeal Hearing on PP18024C, PP18936A, PP18036-AA

a. Hearing is a continuation from last week's hearing with Mr. Caines

7/11/2016 10:03 AM **Motion:** go out of Commissioner Meeting and go into Board of Equalization, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

- b. Mart Adams from the Assessor's Office reported on values increasing on all three parcels in questions as the values that were provided by Golden State Towers.
- c. Towers have been considered as being empty with no antenna. Other counties appraise that the exact same way they do as well as with depreciations.
- d. Abenroth advised Caines that any claim for an exemption is untimely as it was not included in the appeal.

7/11/2016 10:14 AM **Motion:** Uphold the decision of the Cassia County Assessor's Office, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

e. Abenroth advised Caines' of his statutory right to appeal the decision of the board.

7/11/2016 10:15 AM **Motion:** Go out of BOE and back in to Commissioner's Meeting, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

f. A concern was expressed by Crane as to whether a vote was taken on the motion to uphold the decision of the Assessor.

7/11/2016 10:16 AM **Motion:** Enter back into Board of Equalization, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

7/11/2016 10:16 AM **Motion:** Uphold the decision of the Cassia County Assessor's Office, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

7/11/2016 10:17 AM **Motion:** Exit Board of Equalization and reconvene in Board of County Commissioners Meeting, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

22) 7/11/2016 11:42 AM Adjournment

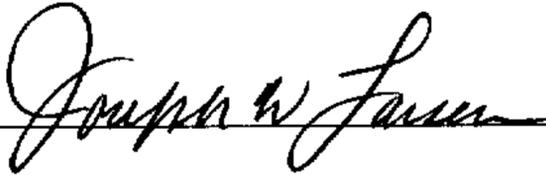
7/11/2016 11:42 AM **Motion:** Today's meeting of the Board, **Action:** Adjourn, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.
Motion passed unanimously.

APPROVED:



Dennis Crane, Chairman

CLERK OF THE BOARD:



Joseph W. Larsen

COUNTY EXPENDITURES ATTACHMENT

7/11/2016

COUNTY EXPENDITURES

	DEPARTMENT	FUND/DEPT	AMOUNT
104 Current Expense Fund	COUNTY COMMISSIONERS	104.401	\$167.34
	AUDITOR & RECORDER	104.402	\$200.86
	TREASURER	104.404	\$103.00
	ASSESSOR	104.405	\$114.52
	AGRICULTURAL EXTENSION	104.410	\$2,077.31
	COUNTY BUILDING	104.411	\$4,365.46
	JUDICIAL CENTER	104.412	\$87.68
	BOARD OF HEALTH	104.413	\$0.00
	PLANNING & ZONING	104.414	\$115.34
	GENERAL	104.415	\$32,333.15
	CIVIL DEFENSE	104.416	\$3,418.95
	COUNTY ELECTIONS	104.417	\$0.00
	LAW ENFORCEMENT BUILDING	104.418	\$51.08
	COUNTY ADMINISTRATION	104.419	\$2,818.14
	VETERANS SERVICE OFFICER	104.421	\$0.00
	CURRENT EXPENSE FUND TOTAL		
Dedicated Funds	SOCIAL SERVICES	105.502	\$3,256.60
	CASSIA COUNTY COURTS	106.602	\$1,040.25
	COUNTY ROAD & BRIDGE	107.707	\$1,276.09
	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	\$192.92
	9-1-1 COMMUNICATIONS	115.715	\$7,434.54
	CONSOLIDATED ELECTIONS	116.716	\$0.00
	COUNTY WATERWAYS	117.717	\$299.60
	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	\$649.30
	ADULT MISDEMEANOR PROB TRUST	149.349	\$50.00
	ADULT MISDEMEANOR PROBATION	149.749	\$1,124.90
	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			\$15,324.20
130 Justice Fund	JUSTICE FUND	130.330	\$418.50
	CLERK OF THE DISTRICT COURT	130.803	\$0.00
	CONFLICT PUBLIC DEFENDER	130.804	\$2,458.30
	JUVENILE JUSTICE	130.805	\$0.00
	PROSECUTING ATTORNEY	130.807	\$369.92
	PUBLIC DEFENDER	130.808	\$255.95
	CORONER	130.809	\$1,606.00
	SHERIFF - PATROL	130.821	\$5,395.74
	SHERIFF - INVESTIGATIONS	130.822	\$267.00
	SHERIFF - DISPATCH	130.823	\$60.00
	SHERIFF - ADMINISTRATION	130.824	\$1,214.96
	M-C CRIMINAL JUSTICE CENTER	130.827	\$10,957.28
	M-C JUVENILE DETENTION CENTER	130.828	\$0.00
JUSTICE FUND TOTAL			\$23,003.65
TOTAL EXPENDITURES			\$84,180.68

ATTENDANCE LOG ATTACHMENT

CASSIA COUNTY COMMISSIONERS

Attendance Log

Date: 7-11-16

	NAME (PLEASE PRINT)	TOWN	REPRESENTING
1.	Wayne A. Schenk	Arpaat	self
2.	Conthk Dofy	Burly	Self
3.	Jay Howard	Burley	S.O.
4.	Casey Andersen	Burley	Citizen
5.	Jason Rogers	Burley	S.O.
6.	Martin Adams	Burley	Assessors office
7.	George Warrell	Oakley	CCSO
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