



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, March 21, 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

3/21/2016 9:01 AM **Roll Call.**

Present: Bob Kunau - Member, Dennis Crane - Chairman, Paul Christensen - Member, Theresa Forthun – Deputy Clerk of the Board. Dennis Crane – Chairman, noted for the record that Kerry McMurray – Administrator, Doug Abenroth – Prosecutor, and Joe Larsen – Clerk of the Board were excused.

- 4) 3/21/2016 9:02 AM Review Calendar, Meetings, and Correspondence
 - a. Joint Public Defender meeting this week was cancelled
 - b. Joint Justice meeting this week was cancelled
- 5) 3/21/2016 9:04 AM Personnel Matters
 - a. 3/21/2016 9:04 AM Letter from Rod Smith from the Historical Society and Museum was read by Crane. The Auditor's Office can address the request.
 - b. 3/21/2016 9:06 AM Letter from Joel Packman requesting extension of banked time for Roseanne Davids. The Board delayed a decision on the matter until further review of time element to use it.
- 6) 3/21/2016 9:09 AM Junior College Residency Applications Review and Discussion

Motion: Recommendations by the Clerk's Office regarding approval one high school dual credit Certificate of Residency application, **Action:** Approve, **Moved by,** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.

Motion passed unanimously.

- 7) 3/21/2016 9:09 AM County Road and Bridge Report – Elba Road project is nearly completed
- 8) 3/21/2016 9:37 AM Review and Execute Agreement Between Idaho Department of Parks and Recreation and Cassia County
 - a. Crane desired to read further on the agreement prior to acting up on the matter.
 - b. The Board concurred with that recommendation.
- 9) 3/21/2016 9:37 AM Review and Execute Agreement with Box Elder County Bookmobile

CASSIA COUNTY COMMISSION

REGULAR SESSION

Monday, March 21, 2016

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Sign an agreement with Box Elder County

- a. Abenroth reviewed the agreement and the terms as they have been in the past and it is ready to sign.
- b. Christensen said if there are no major changes in the agreement, it would be fine to sign.

3/21/2016 9:37 AM **Motion:** Signing of the Box Elder County Bookmobile Agreement with Box Elder County, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

10) 3/21/2016 9:38 AM Review Status Report from Douglas Balfour Regarding Sage Grouse

- a. Kunau read a letter from attorney Doug Balfour.
- b. A complaint and lawsuit has been filed against the BLM.
- c. The BLM has failed to address Gateway West's concern.

11) 3/21/2016 9:44 AM Execute Letter to David Westfall Regarding Southern Idaho Development Billing

- a. A proposed letter was prepared to send to David Westfall regarding a reduction of payment from what had previously been paid.
- b. Kunau expressed concern with the departure of the SEIDO director he felt should have had a non-compete clause with. He also expressed concern with the County needing to reduce expenditures as much as possible.
- c. Kay Cameron from the Mini-Cassia Chamber of Commerce addressed the board with ongoing work that is being done in the Mini-Cassia area with their acting executive director after Jan Rogers left employment.
- d. Crane said the payment decision cannot be reversed but it could be looked at again in next year's budget.
- e. Crane and Kunau expressed that constraints in the budget and SEIDO not having a paid director for a period of time contributed to why the amount was reduced.

3/21/2016 9:49 AM **Motion:** Signing letter to David Westfall regarding Southern Idaho Development billing and reduction of payment as presented, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

12) 3/21/2016 9:49 AM Deliberate on Payment to Southern Idaho Tourism

- a. Last week a letter was received from Debbie Dain.
- b. Larsen provided an email to Chairman Crane detailing decisions of the Board and previous payments.
- c. It was determined that Dain's request for payment to Southern Idaho Tourism from the County is for the current fiscal year.

3/21/2016 9:51 AM **Motion:** Payment to Southern Idaho Tourism as presented, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.
Motion passed unanimously.

13) 3/21/2016 9:51 AM Execute Letter to Peter Gula, Minidoka Ranger District, Regarding Coal Pit Boundary Fence

- a. Christensen read the proposed letter to Peter Gula from the Minidoka Ranger District.
- b. All public access should be protected.

3/21/2016 9:52 AM **Motion:** Letter to Peter Gula from the Minidoka Ranger District regarding the Coal Pit boundary fence as presented, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

14) 3/21/2016 9:53 AM Execute Letter to Craig Larson Regarding Appointment to Airport Siting Taskforce

- a. Chairman Crane read proposed letter to Craig Larson memorialized

3/21/2016 9:53 AM **Motion:** Signing and sending proposed letter to Craig Larson regarding appointment to Airport Siting Taskforce as presented, **Action:** Approve, **Moved by** Bob Kunau – Member, **Seconded by** Paul Christensen – Member.

Motion passed unanimously.

15) 3/21/2016 9:53 AM Execute Letter to Mayor Merlin Smedley Regarding Airport Siting Taskforce – Chairman Crane reads a letter addressed to Merlin Smedley.

3/21/2016 9:54 AM **Motion:** Sending letter to Burley Mayor Merlin Smedley regarding Airport Siting Taskforce as presented, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

16) 3/21/2016 9:55 AM Review Commissioners' Areas of Responsibility with Timbri Hurst

- a. The Board reviewed a listing of Commissioner responsibilities.
- b. Any discussion will be placed on the agenda in next week's meeting.

17) 3/21/2016 9:55 AM Review and Deliberate on Application to Serve on Planning and Zoning – Chairman Crane reads a letter.

- a. Letter from Melanie Palmer expressing interest in serving as a Board member of the Planning and Zoning Commission
- b. Palmer attended the last meeting of the Planning and Zoning Board.

3/21/2016 9:57 AM **Motion:** Application of Melanie Palmer to serve as member of the Planning and Zoning Board as presented, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member. Motion passed unanimously.

18) 3/21/2016 9:43 AM Discuss Gateway West

- a. Brent Stoker desired to put together a meeting next week to consider issues addressed by Gateway West Task Force attorney Doug Balfour.
- b. A meeting will be setup for next Monday.

19) 3/21/2016 9:57 AM Review Invitation from East Cassia, West Cassia, and Minidoka Soil and Water Conservation District's Annual Awards Banquet at 6:30 p.m. 03/31/2016 at the Burley Best Western (RSVP Requested)

- a. All Board members will be attending.

- 20) 3/21/2016 9:58 AM County Shredding
- a. No information was available
 - b. The Board will hold discussion of the matter.
- 21) 3/21/2016 10:01 AM Review and Approve Minutes

3/21/2016 10:01 AM **Motion:** Minutes from 03/14/2016, **Action:** Approve, **Moved by** Bob Kunau, Member, **Seconded by** Paul Christensen, Member.
Motion passed unanimously.

3/21/2016 10:01 AM **Motion:** Minutes from 03/10/2016, **Action:** Approve, **Moved by** Bob Kunau, Member, **Seconded by** Paul Christensen, Member.
Motion passed unanimously.

- 22) 3/21/2016 10:04 AM Indigent Matters

3/21/2016 10:04 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.

3/21/2016 10:22 AM The Board exited the Executive Session regarding indigent matters.

3/21/2016 10:22 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.

- 23) 3/21/2016 10:34 AM Review and Approve Payables

3/21/2016 10:34 AM **Motion:** Payables from 03/21/2016, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.
Motion passed unanimously.

SCHEDULED INFORMATION AND ACTION AGENDA ITEMS

- 24) 3/21/2016 9:09 AM Discussion with Weed Department Regarding Rainbow Ranch
- a. Weed Department Supervisor, Gordon Edward explained the situation with Rainbow Ranch.
 - b. That area had problems with Scotch Thistle and the landowner was sent two certified letters and he did not respond.
 - c. 273 acres of ground were sprayed at between \$40 and \$50 per acre. Billings were sent to Mr. Bartlett and they were not responded to.
 - d. Those charges were added to his property tax assessment.
 - e. Bartlett's purported messages left with Edwards were discussed.
 - f. Compliance issues and the appeal process was communicated by Edwards to Bartlett.

- g. Christensen said proper course was followed.

3/21/2016 9:20 AM **Motion:** Upholding the decision of putting the costs of spraying and controlling the weeds at Rainbow Ranch on the tax roll of that property as presented, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.
Motion passed unanimously.

- h. Christensen asked about cooperation with Federal agencies for weed control. Funding is the limitation according to Edwards.
- i. Christensen also asked about Scotch Thistle control and local jurisdiction participation. Funding again is limited, but Edwards said they are spraying three or four times a year.

- 25) Deliberate and Consider Approval of Veterans Service Officer (VSO) Georgianna Greenwell's Monthly Contracted Pay Being Made on the 1st Day of Each Month. (Clerk's Office)
- a. Auditor's Office request for paying monthly contract payment was read by Crane
 - b. ACH payment for VSO Greenwell was also discussed.

3/21/2016 9:27 AM **Motion:** Acting on the letter approving payment by the first of each month for VSO Georgianna Greenwell, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.
Motion passed unanimously.

- 26) 3/21/2016 9:28 AM Notice from CSI of an Approximate \$40,000 Annual Liability Increase for Junior College Residents Involved in their Career and Technical Education (CTE) Program. (Clerk's Office)
- a. FY2017 budget will require additional funding under the statute for the CTE program.
 - b. Larsen expressed great concern that funding was shifted from Junior College amounts that were covered by PILT revenues to assist with the demands of the Justice Fund.
- 27) Follow-up on Shelving Proposed for Court Record Storage (Clerk's Office)
- a. Craig Munoz addressed providing a key to the Clerk's office to allow for Chief Deputy Clerk Forthun and Lead Deputy Court Clerk Robin Carpenter to examine the room
 - b. Utilization of the most storage possible was requested along with height above floor in case of flooding, fire and smoke alarms, entryways clear of debris and garbage, solid core exterior doors and deadbolt locks, obscure window coverings, and fluorescent or other adequate lighting to examine records.
 - c. Christensen asked for a notation for this to be on a future meeting agenda.
- 28) 3/21/2016 9:35 AM Follow-up on Auditor's Office Meeting with Road and Bridge Supervisor Sam Adams (Clerk's Office)
- a. Procedures going forward were recommended for Road and Bridge best accounting practices.
 - b. Changes in categorizations of expenditures will happen to coincide with the Annual Road and Street Report and publishing as required by statute.
 - c. Payable processing will take place once a month in person on the same day of Department Head Meeting and by way of scanning and email the rest of the time with the Auditor's Office.

29) 3/21/2016 10:34 AM Adjournment

3/21/2016 10:34 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

DEPUTY CLERK OF THE BOARD:

/s/ _____

Theresa Forthun

COUNTY EXPENDITURES ATTACHMENT

03/21/216

COUNTY EXPENDITURES

	DEPARTMENT	FUND/DEPT	AMOUNT	
104 Current Expense Fund	COUNTY COMMISSIONERS	104.401	\$461.28	
	AUDITOR & RECORDER	104.402	\$1,234.04	
	TREASURER	104.404	\$6.18	
	ASSESSOR	104.405	\$229.80	
	AGRICULTURAL EXTENSION	104.410	\$0.00	
	COUNTY BUILDING	104.411	\$75.19	
	JUDICIAL CENTER	104.412	\$4,100.00	
	BOARD OF HEALTH	104.413	\$0.00	
	PLANNING & ZONING	104.414	\$150.00	
	GENERAL	104.415	\$381.35	
	CIVIL DEFENSE	104.416	\$89.52	
	COUNTY ELECTIONS	104.417	\$14,037.28	
	LAW ENFORCEMENT BUILDING	104.418	\$0.00	
	COUNTY ADMINISTRATION	104.419	\$0.00	
	VETERANS SERVICE OFFICER	104.421	\$987.50	
	CURRENT EXPENSE FUND TOTAL			\$21,752.14
	Dedicated Funds	SOCIAL SERVICES	105.502	\$31,684.05
CASSIA COUNTY COURTS		106.602	\$1,127.68	
COUNTY ROAD & BRIDGE		107.707	\$2,572.55	
WEED & PEST		108.708	\$0.00	
SOLID WASTE		109.709	\$0.00	
AMBULANCE SERVICE		110.710	\$16,450.00	
FAIR EXHIBITS		111.711	\$0.00	
HISTORICAL SOCIETY		112.712	\$0.00	
COMMUNITY COLLEGE		113.713	\$0.00	
REVALUATION		114.714	\$369.21	
9-1-1 COMMUNICATIONS		115.715	\$0.00	
CONSOLIDATED ELECTIONS		116.716	\$0.00	
COUNTY WATERWAYS		117.717	\$0.00	
COUNTY SNOWMOBILE		118.718	\$0.00	
ASSESSOR TRUST		123.323	\$162.25	
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	\$60.00	
PHYSICAL FACILITIES		144.744	\$0.00	
COUNTY BENEFITS TRUST		148.348	\$47.22	
ADULT MISDEMEANOR PROBATION		149.749	\$1,908.79	
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			\$54,381.75	
130 Justice Fund	JUSTICE FUND	130.330	\$0.00	
	CLERK OF THE DISTRICT COURT	130.803	\$0.00	
	CONFLICT PUBLIC DEFENDER	130.804	\$2,876.38	
	JUVENILE JUSTICE	130.805	\$0.00	
	PROSECUTING ATTORNEY	130.807	\$45.00	
	PUBLIC DEFENDER	130.808	\$183.48	
	CORONER	130.809	\$0.00	
	SHERIFF - PATROL	130.821	\$14,370.73	
	SHERIFF - INVESTIGATIONS	130.822	\$838.37	
	SHERIFF - DISPATCH	130.823	\$0.00	
	SHERIFF - ADMINISTRATION	130.824	\$1,682.23	
	M-C CRIMINAL JUSTICE CENTER	130.827	\$0.00	
	M-C JUVENILE DETENTION CENTER	130.828	\$0.00	
JUSTICE FUND TOTAL			\$19,996.19	
TOTAL EXPENDITURES			\$96,130.08	

ATTENDANCE LOG ATTACHMENT

CASSIA COUNTY COMMISSIONERS

Attendance Log

Date: MARCH 21, 2016

	NAME (PLEASE PRINT)	TOWN	REPRESENTING
1.	Tim Darrington	Declo	self
2.	Kae Cameron	Milner	Southern Idaho Tourism
3.	Dwight Davis	Burley	ASSESSOR
4.	George Warrrell	Oakley	CCSO
5.	Craig Munoz	Burley	maint.
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