



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, May 16, 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) 5/16/2016 9:02 AM Roll Call

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) 5/16/2016 9:03 AM Review Calendar, Meetings, and Correspondence
- 5) 5/16/2016 10:50 AM Personnel Matters:
 - a. 5/16/2016 10:50 AM Time Cards
 - i. Crane stated Fair Board employee Tab Smith is supervised by the Fair Board.
 - ii. Tab Smith Time Card reviewed and approved by the Board
 - b. 5/16/2016 10:50 AM Change of Status – Increase in rate of pay for Prosecuting Attorney Office Employees
 - i. Full Time Secretary/Legal Assistant Decembre Noriyuki
 - ii. Full Time Secretary/Legal Assistant Shannon Crowe
 - iii. Part Time Secretary/Legal Assistant Irma Magana

5/16/2016 11:02 AM **Motion:** Change of Status Requests as presented, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

- c. 5/16/2016 11:13 AM Executive Session as needed

5/16/2016 11:13 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.

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- 6) 5/16/2016 9:06 AM Junior College Residency Applications Review and Discussion – None today
- 7) 5/16/2016 9:07 AM County Road and Bridge Report
- 8) 5/16/2016 9:07 AM Discuss Potential Members to Propose for South Central Idaho RAC
 - a. Kunau will talk to Woody Anderson’s daughter about her availability to possibly serve.
- 9) 5/16/2016 9:15 AM Deliberate on Cassia Schools Building Permit Fee Waiver/Reduction Request
 - a. Valuation tables from 2003 were used to determine costs involved. Had valuation tables from 2013 been used, costs would be about \$8,500 more. The older schedule has been used to keep those costs down as much as possible.
 - b. Factors for denial include
 - i. Fairness to taxpayers as a whole
 - ii. Levying mechanisms of the school to cover expenses
 - iii. County budgetary pressures to meet statutory justice mandates

5/16/2016 9:20 AM **Motion:** Deny the request of the Cassia School District to reduce or waive building permit fees and include the break they are getting in a letter sent from the Commission, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

- 10) 5/16/2016 9:29 AM Deliberate on and Execute Cash Management Services Agreement with DL Evans Bank

5/16/2016 9:30 AM **Motion:** DL Evans Cash Management Services Agreement, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.
Motion passed unanimously.

- 11) 5/16/2016 9:31 AM Discussion on Use of the Courthouse Third Floor
 - a. Abenroth discussed relocating his office to the third floor of the courthouse and relocating Election and Court storage to the second floor where their offices are currently.
 - b. Larsen, Abenroth, and the board were in agreement to explore approval of that request.

- 12) 5/16/2016 9:25 AM Deliberate on Resolution No. 2016-012 Regarding Cassia County Sheriff’s Office Records Destruction
 - a. The resolution was explained by McMurray, reviewed by Abenroth, and recommended for approval.

5/16/2016 9:26 AM **Motion:** Resolution No. 2016-012 as presented, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.
Motion passed unanimously.

- 13) 5/16/2016 9:26 AM Deliberate on Resolution No. 2016-013 Regarding Amendment to Fair Board Bylaws Concerning Regular Meeting Date
 - a. McMurray explained moving to the second Tuesday to facilitate timely payment approvals.
 - b. The Fair Board requested to make that change.

5/16/2016 9:27 AM **Motion:** Resolution No. 2016-013 as presented, **Action:** Approve, **Moved by** Paul Christensen- Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

14) 5/16/2016 9:28 AM Deliberate on Resolution No. 2016-014 Regarding Amendment to General Notice of Regular Open Public Meetings

- a. This notice reflects the change of notice of meeting from Resolution No. 2016-014

5/16/2016 9:28 AM **Motion:** Resolution No. 2016-014 as presented, **Action:** Approve, **Moved by** Paul Christensen- Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

15) 5/16/2016 10:00 AM Review and Discuss Public Defense Information from IAC

- a. Minidoka and Cassia County will receive \$25,000 each as a joint public defense office.
- b. Counties can apply for a grant up to 15% up to a maximum of \$25,000 in addition to that.

16) 5/16/2016 10:05 AM Review and Discuss Clayne Zollinger Contract Proposal

- a. McMurray presented a letter and contract from Clayne Zollinger stating he could no longer for the \$55 per hour rate for public defense that was established 20 years ago.
- b. Larsen reported that we are about double in conflict public defense amounts paid this year from last year. He suggested discussion with Minidoka County regarding a joint venture for that.
- c. Determination of indigency by judges can be challenged by commissioners if additional information is obtained to establish non-indigency.
- d. The Board determined to discuss the matter with Minidoka County in a special meeting on Tuesday, 05/24/2016.

17) 5/16/2016 10:49 AM Review Idaho Public Utilities Commission Case No. GNR-T-16-04

18) 5/16/2016 11:05 AM Indigent Matters

5/16/2016 11:05 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** Bob Kunau, Member, **Seconded by** Paul Christensen, Member.

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

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

5/16/2016 11:13 AM **Motion:** Recommendations of the Social Services Director regarding Indigent matters as presented, **Action:** Approve on exit of Executive Session, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.

Motion passed unanimously.

19) 5/16/2016 11:02 AM Review and Approve Minutes

5/16/2016 11:02 AM **Motion:** Minutes from 05/09/2016, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.

Motion passed unanimously.

20) 5/16/2016 12:58 PM Review and Approve Payables

5/16/2016 1:00 PM **Motion:** Payables from 05/16/2016, **Action:** Approve, **Moved by** Paul Christensen, Member, **Seconded by** Bob Kunau, Member.

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Motion passed unanimously.

21) After Completion of Regular Business, the Board Traveled to Elba for Road Review

SCHEDULED INFORMATION AND ACTION AGENDA ITEMS

22) 5/16/2016 9:12 AM Discussion of Property Tax Relief Applications per Idaho Code § 63-706 presented by Assessor Dwight Davis

5/16/2016 9:12 AM **Motion:** Enter Board of Equalization, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

5/16/2016 9:14 AM **Motion:** Exit of Board of Equalization, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

23) 5/16/2016 9:21 AM Approve Wine by the Glass Addition to Fair Board and Rodeo Beer License

- a. The Board went on the record for consideration of an Alcoholic Beverage License amendment for the Cassia County Fair Board and Rodeo.

5/16/2016 9:22 AM **Motion:** Go on the record for consideration of an Alcoholic Beverage License, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

5/16/2016 9:22 AM **Motion:** Amendment of Fair Board and Rodeo Beer License, **Action:** Approve, **Moved by** Bob Kunau - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

5/16/2016 9:23 AM **Motion:** Go off the Record for Beer and Liquor License matters, **Action:** Approve, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

24) 5/16/2016 10:30 AM FY2017 Budget Timelines, Discussion, and Follow-up – Clerk Larsen

- a. Reminder of the need for clarification soon of vehicles, wages, and salary expectations with the City of Burley for the law enforcement agreement.
- b. Budget Officer preliminary proposed budget will be presented to the Board on 05/30/2016 and budget workshops are proposed for Monday 06/06/2016 and Monday 06/13/2016.

25) 5/16/2016 10:33 AM Follow-up on Asset Inventory Recommendations – Clerk Larsen

- a. Deputy Clerk Carrie Merrell presented a timeline for asset inventory reporting as requested by the board.
- b. The approved procedure will be coordinated in a future board meeting with the Sheriff's Office.

26) 5/16/2016 1:03 PM Recess of Meeting

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5/16/2016 1:03 PM **Motion:** Travel to Elba for road review, **Action:** Recess, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

27) 5/16/2016 1:04 PM Travel to Elba for Road Review

- a. Crane, Kunau, and McMurray reviewed the Elba Canyon Road repairs.
- b. Also present was Road and Bridge Supervisor Sam Adams and Raft River Flood District Member Jay Black.

28) 5/16/2016 4:00 PM Return to the Cassia County Courthouse and Adjournment

APPROVED:

/s/ _____

Dennis Crane, Chairman

CLERK OF THE BOARD:

/s/ _____

Joseph W. Larsen

COUNTY EXPENDITURES ATTACHMENT

5/16/2016

COUNTY EXPENDITURES

	DEPARTMENT	FUND/DEPT	AMOUNT	
104 Current Expense Fund	COUNTY COMMISSIONERS	104.401	\$125.28	
	AUDITOR & RECORDER	104.402	\$0.00	
	TREASURER	104.404	\$0.00	
	ASSESSOR	104.405	\$0.00	
	AGRICULTURAL EXTENSION	104.410	\$2,484.80	
	COUNTY BUILDING	104.411	\$836.11	
	JUDICIAL CENTER	104.412	\$0.00	
	BOARD OF HEALTH	104.413	\$0.00	
	PLANNING & ZONING	104.414	\$174.33	
	GENERAL	104.415	\$6,769.40	
	CIVIL DEFENSE	104.416	\$252.96	
	COUNTY ELECTIONS	104.417	\$433.01	
	LAW ENFORCEMENT BUILDING	104.418	\$112.17	
	COUNTY ADMINISTRATION	104.419	\$12.90	
	VETERANS SERVICE OFFICER	104.421	\$0.00	
	CURRENT EXPENSE FUND TOTAL			\$11,200.96
	Dedicated Funds	SOCIAL SERVICES	105.502	\$1,426.15
CASSIA COUNTY COURTS		106.602	\$0.00	
COUNTY ROAD & BRIDGE		107.707	\$486.15	
WEED & PEST		108.708	\$15,805.40	
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	\$0.00	
CONSOLIDATED ELECTIONS		116.716	\$0.00	
COUNTY WATERWAYS		117.717	\$180.55	
COUNTY SNOWMOBILE		118.718	\$24.37	
ASSESSOR TRUST		123.323	\$610.75	
EMERGENCY MEDICAL SERVICE		133.733	\$0.00	
NARCOTICS SEIZED ASSETS		134.334	\$0.00	
CASSIA DRUG TASK FORCE		136.736	\$680.00	
D.A.R.E. TRUST		137.737	\$0.00	
PHYSICAL FACILITIES		144.744	\$0.00	
ADULT MISDEMEANOR PROB TRUST		149.349	\$24.00	
ADULT MISDEMEANOR PROBATION		149.749	\$5,393.86	
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			\$24,631.23	
130 Justice Fund	JUSTICE FUND	130.330	\$0.00	
	CLERK OF THE DISTRICT COURT	130.803	\$0.00	
	CONFLICT PUBLIC DEFENDER	130.804	\$7,386.00	
	JUVENILE JUSTICE	130.805	\$0.00	
	PROSECUTING ATTORNEY	130.807	\$102.00	
	PUBLIC DEFENDER	130.808	\$334.80	
	CORONER	130.809	\$0.00	
	SHERIFF - PATROL	130.821	\$8,910.61	
	SHERIFF - INVESTIGATIONS	130.822	\$1,401.61	
	SHERIFF - DISPATCH	130.823	\$40.60	
	SHERIFF - ADMINISTRATION	130.824	\$1,246.90	
	M-C CRIMINAL JUSTICE CENTER	130.827	\$4,402.12	
	M-C JUVENILE DETENTION CENTER	130.828	\$0.00	
	JUSTICE FUND TOTAL			\$23,824.64
TOTAL EXPENDITURES			\$59,656.83	

ATTENDANCE LOG ATTACHMENT

CASSIA COUNTY COMMISSIONERS

Attendance Log

Date: 5-16-16

	NAME (PLEASE PRINT)	TOWN	REPRESENTING
1.	Ruthe Hobbs	Burley	Concerned Citizen
2.	Dwight Davis	"	Assessor
3.	Caren Morrill	Burley	Auditor
4.	Shirley Halford Trebband	Burley	Citizen / W & M
5.	TIM DARRINGTON	DECILO	CITIZEN
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