



# Cassia County Board of Commissioners

## MEETING MINUTES

### Monday, July 16, 2018

*Cassia County Courthouse ▪ Commission Chambers  
1459 Overland Ave ▪ Room 206 ▪ Burley ID 83318*

9:00 AM

The Cassia County Board of Commissioners met today at the place and time as posted by agenda pursuant to Idaho Code § 74-204 for Open Meetings Law.

#### **AGENDA ITEMS**

- 1) Call to order
- 2) Pledge of Allegiance and prayer
- 3) Roll Call

9:01 AM **Roll Call.**

**Present:** Tim Darrington - Member, Paul Christensen - Member, Bob Kunau - Chair, Kerry McMurray - Assistant to Commissioners (Not voting), Doug Abenroth - County Attorney (Not voting), Heather Evans – Deputy Clerk (Not voting).

- 4) 9:01 AM Calendar, meetings, and correspondence
  - a. PERSI Executive Director Meeting at 3:00 PM Wednesday, 7/18/2018
  - b. Planning and Zoning Meeting including two hearings at 3:00 PM Thursday, 7/19/2018
  - c. District IV Elected Officials Meeting at 11:30 AM Wednesday, 07/18/2018 in Hailey
  - d. South Central Public Health Department Board meeting at 9:00 AM Wednesday, 07/18/2018 in Twin Falls and a Region IV Development Meeting in Blaine County following that for Kunau.
  - e. Annual South Central Community Action Board Meeting and dinner at 6:00 PM Thursday, 07/19/2018 for Kunau
  - f. Kunau reported on the Magistrate Judges selection Committee selections in Jerome County.
  - g. Burley Development Authority meeting at 12:00 PM ?? at the City of Burley Council Chambers for Kunau
  - h. Leonard Beck discussed a talk with Mr. Richardson regarding future development with NewCold.
  - i. Commissioner Christensen and Kelly Bowen met with Ben Smalley and two representatives from IHC in regards to ELAP and MBA Insurance issues. It was reported that MBA and IHC are looking to contract for services in the future. Bowen will report to the Board as matters are resolved and future contracts proposed.
- 5) 9:07 AM Personnel Matters
  - a. Change of Status Requests – Sheriff’s Office
    - i. Wage adjustment of part time Reserve Deputy Travis Worthington
    - ii. Transfer to School Resource Officer of Deputy Michael Rose
    - iii. Transfer to County Patrol of Deputy Michael Akers
    - iv. Hiring of Brawley Williams as part time Driver’s License Tech
  - b. Time card – Road and Bridge Supervisor Sam Adams time card was in order

9:09 AM **Motion and Action:** Approve Change of Status Requests and Mr. Adam's time card as presented, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.  
Motion passed unanimously.

6) 9:17 AM Sign letter of decision waiving transfer station fees for Environmental Services Co. LLC

9:17 AM **Motion and Action:** Approve signing of letter of decision waiving transfer station fees for Environmental Services Company, LLC as presented, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.  
Motion passed unanimously.

7) 9:18 AM Execute Resolution No. 2018-017 Adopting new HIPAA Policy

9:19 AM **Motion and Action:** Approve Resolution No. 2018-017 adopting new HIPAA Policy as presented, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.  
Motion passed unanimously.

8) 9:19 AM Review and execute medical contract with MCCJC

9:21 AM **Motion and Action:** Approve execution of a medical contract for the MCCJC as presented, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.  
Motion passed unanimously.

9) 9:21 AM Review and issue RFP for external audit services

a. More information is being compiled and this will be discussed at a later date.

10) 9:22 AM Approve minutes

9:22 AM **Motion and Action:** Approve minutes from 7/9/2018, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.  
Motion passed unanimously.

11) 9:23 AM Approve payables

9:28 AM **Motion and Action:** Approve payables dated 7/16/2018, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.  
Motion passed unanimously.

### **UNFINISHED BUSINESS AGENDA ITEMS**

- 12) 9:56 AM Procurement Policy follow-up
  - a. Abenroth reported that he is still working on this policy.
- 13) 9:56 AM Exempt employee accrual reporting follow-up
  - a. Abenroth reported that he should have this completed and ready to present for next week's meeting.
- 14) 9:55 AM CAI software implementation update
  - a. CAI has requested the FY2019 budget amounts once recommended by the Board.
  - b. They will then begin running tests to see if mapping is working appropriately.

### **SCHEDULED AGENDA ITEMS**

- 15) 9:11 AM Alcoholic Beverage License Application:
  - a. Recording was in place to facilitate a verbatim transcript of the proceedings.
  - b. Travel Stop 216 & Village of Trees RV Resort – bottled wine and bottled/canned beer ON premise
  - c. River's Edge Golf Club – bottled wine, bottled/canned beer ON premises, wine by the glass

9:13 AM **Motion and Action:** Approve Alcoholic Beverage Licenses as presented, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.  
Motion passed unanimously.

- 16) 9:31 AM Discuss status of appointment of Treasurer
  - a. Pursuant to Idaho Statute § 59-906, notification is to be made to the Republican Central Committee, who will then provide three recommendations for the Board to consider for appointment of a vacated elected county official.
  - b. A meeting of the Cassia County Republican Central Committee meeting is scheduled for Tuesday, 07/24/2018 to address the appointment of a new county treasurer.
  - c. The Board scheduled 4:00 PM, Tuesday, 07/31/2018 for a presentation to outgoing elected Treasurer Patty Justesen.

- 17) 10:08 AM Executive Session (for the purpose of discussing indigent matters)

10:08 AM **Motion and Action:** Enter Executive Session pursuant Idaho Code § 74-206 (1) (d) to consider records that are exempt from public disclosure for the purpose of evaluating indigent recommendations, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.

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

**Yes:** Tim Darrington - Member, Bob Kunau - Chair, Paul Christensen - Member.

10:14 AM **Motion and Action:** Approve recommendations of the Social Services Director regarding indigent matters, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Chair.  
Motion passed unanimously.

### **CASSIA COUNTY COMMISSION**

#### **REGULAR SESSION**

**Monday, July 16, 2018**

18) 10:21 AM Teleconference with Minidoka County regarding Joint FY2019 Budgets

- a. Veterans Service Office – Both boards are in agreement of proposed 3% increase to contract, and the proposed splits of Minidoka \$18,560/ Cassia \$18,560.
- b. Juvenile Probation – Both boards are in agreement to a carry-over amount of \$25,000 and the proposed splits of Minidoka \$117,806.97/ Cassia \$117,806.97
- c. Juvenile Detention Center – Both boards are in agreement to a carry-over amount of \$100,000 and the proposed splits of Minidoka \$477,627.28/ Cassia \$385,382.39.
- d. Public Defender – Both boards are in agreement with the proposed splits of Minidoka \$288,104.70/ Cassia \$331,475.30.
- e. Misdemeanor Probation Office – Both boards are in agreement with the proposed splits of Minidoka \$84,662.50/ Cassia \$84,662.50.
- f. MCCJC – Both boards are in agreement with the proposed splits of Minidoka \$709,280/ Cassia \$1,133,156.

19) 10:50 AM Review and execute law enforcement contract with the City of Burley

- a. Pg 2. New paragraphs addressing recitation of previous ordinance that County has the responsibility for dispatch.
- b. Pg 8. Paragraph 5.4 Liability Insurance paragraph addressing that the City's contract payment considers the ICRMP payment.
- c. Pg 9-10 Paragraph 8.1 reflects ICRMP payment in total of \$1,647,927 contract amount. Also included is a 3% increase in years 2 and 3 of contract.
- d. Pg 11. Paragraph 10.1 subsection C – Upon termination of contract, the City agrees to pay dispatch costs of 60% for up to one year. It also states that those dispatch costs will not be applicable for the first 120 days of that year but rather with only the last 8 months of the year.

10:59 AM **Motion and Action:** Approve signing of a 3-year Law Enforcement Agreement with City of Burley beginning 10/1/2018 through 9/30/2021 as presented, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.

Motion passed unanimously.

20) 11:03 AM Adjourn

11:03 AM **Motion and Action:** Adjourn, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.

Motion passed unanimously.

APPROVED:

/s/ \_\_\_\_\_

Bob Kunau, Chair

DEPUTY CLERK OF THE BOARD:

/s/ \_\_\_\_\_

Heather Evans, Deputy Clerk

## **COUNTY EXPENDITURES ATTACHMENT**

**COUNTY EXPENDITURES**

**7/16/2018**

	<b>DEPARTMENT</b>	<b>FUND/DEPT</b>	<b>AMOUNT</b>
<b>104 Current Expense Fund</b>	COUNTY COMMISSIONERS	104.401	\$0.00
	AUDITOR & RECORDER	104.402	\$350.00
	TREASURER	104.404	\$14.29
	ASSESSOR	104.405	\$165.00
	PUBLIC DEFENDER	104.408	\$65.40
	AGRICULTURAL EXTENSION	104.410	\$0.00
	COUNTY BUILDING	104.411	\$878.57
	JUDICIAL CENTER	104.412	\$0.00
	BOARD OF HEALTH	104.413	\$10,487.42
	PLANNING & ZONING	104.414	\$574.05
	GENERAL	104.415	\$1,949.65
	CIVIL DEFENSE	104.416	\$3,619.42
	COUNTY ELECTIONS	104.417	\$0.00
	LAW ENFORCEMENT BUILDING	104.418	\$82.94
	COUNTY ADMINISTRATION	104.419	\$760.00
	VETERANS SERVICE OFFICER	104.421	\$0.00
<b>CURRENT EXPENSE FUND TOTAL</b>			<b>\$18,946.74</b>
<b>Dedicated Funds</b>	SOCIAL SERVICES	105.502	\$64,111.68
	CONFLICT INDIGENT DEFENDER	105.504	\$872.75
	CASSIA COUNTY COURTS	106.602	\$5,237.45
	COUNTY ROAD & BRIDGE	107.707	\$4,163.80
	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	\$17.44
	9-1-1 COMMUNICATIONS	115.715	\$50.00
	CONSOLIDATED ELECTIONS	116.716	\$0.00
	COUNTY WATERWAYS	117.717	\$1,100.00
	COUNTY SNOWMOBILE	118.718	\$24.58
	ASSESSOR TRUST	123.323	\$0.00
	K-9 TRUST	128.328	\$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 PROBATION TRUST	149.349	\$0.00
	ADULT MISDEMEANOR PROBATION	149.749	\$7,356.93
	VIOLENT PREDATOR ACCOUNT	150.750	\$0.00
	BOX ELDER COUNTY BOOKMOBILE	151.751	\$0.00
	WIDOW BENEFIT TRUST	198.798	\$0.00
	<b>DEDICATED FUNDS TOTAL</b>		
<b>130 Justice Fund</b>	JUSTICE FUND	130.330	\$0.00
	CLERK OF THE DISTRICT COURT	130.803	\$0.00
	MINI-CASSIA JUVENILE PROBATION	130.805	\$93,771.25
	PROSECUTING ATTORNEY	130.807	\$328.91
	CORONER	130.809	\$0.00
	SHERIFF - PATROL	130.821	\$4,158.87
	SHERIFF - INVESTIGATIONS	130.822	\$670.05
	SHERIFF - DISPATCH	130.823	\$6,875.00
	SHERIFF - ADMINISTRATION	130.824	\$1,056.51
	MINI-CASSIA CRIMINAL JUSTICE CENTER	130.827	\$14,484.37
	MINI-CASSIA JUVENILE DETENTION CENTER	130.828	\$218,103.29
	SHERIFF - PATROL (City of Burley)	130.851	\$6,150.15
	SHERIFF - INVESTIGATIONS (City of Burley)	130.853	\$494.51
	SHERIFF - ADMINISTRATION (City of Burley)	130.854	\$81.04
<b>JUSTICE FUND TOTAL</b>			<b>\$346,173.95</b>
<b>TOTAL EXPENDITURES</b>			<b>\$448,055.32</b>

COUNTY EXPENDITURES

7/16/2018

	DEPARTMENT	FUND/DEPT	AMOUNT	
<b>104 Current Expense Fund</b>	COUNTY COMMISSIONERS	104.401	\$0.00	
	AUDITOR & RECORDER	104.402	\$0.00	
	TREASURER	104.404	\$0.00	
	R&B Truck Prchse	ASSESSOR	104.405	\$0.00
	PUBLIC DEFENDER	104.408	\$0.00	
	AGRICULTURAL EXTENSION	104.410	\$0.00	
	COUNTY BUILDING	104.411	\$0.00	
	JUDICIAL CENTER	104.412	\$0.00	
	BOARD OF HEALTH	104.413	\$0.00	
	PLANNING & ZONING	104.414	\$0.00	
	GENERAL	104.415	\$0.00	
	CIVIL DEFENSE	104.416	\$0.00	
	COUNTY ELECTIONS	104.417	\$0.00	
	LAW ENFORCEMENT BUILDING	104.418	\$0.00	
	COUNTY ADMINISTRATION	104.419	\$0.00	
	VETERANS SERVICE OFFICER	104.421	\$0.00	
	<b>CURRENT EXPENSE FUND TOTAL</b>			<b>\$0.00</b>
<b>Dedicated Funds</b>	SOCIAL SERVICES	105.502	\$0.00	
	CONFLICT INDIGENT DEFENDER	105.504	\$0.00	
	CASSIA COUNTY COURTS	106.602	\$0.00	
	COUNTY ROAD & BRIDGE	107.707	\$17,764.00	
	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	\$0.00	
	CONSOLIDATED ELECTIONS	116.716	\$0.00	
	COUNTY WATERWAYS	117.717	\$0.00	
	COUNTY SNOWMOBILE	118.718	\$0.00	
	ASSESSOR TRUST	123.323	\$0.00	
	K-9 TRUST	128.328	\$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 PROBATION TRUST	149.349	\$0.00	
	ADULT MISDEMEANOR PROBATION	149.749	\$0.00	
	VIOLENT PREDATOR ACCOUNT	150.750	\$0.00	
	BOX ELDER COUNTY BOOKMOBILE	151.751	\$0.00	
	WIDOW BENEFIT TRUST	198.798	\$0.00	
	<b>DEDICATED FUNDS TOTAL</b>			<b>\$17,764.00</b>
	<b>130 Justice Fund</b>	JUSTICE FUND	130.330	\$0.00
CLERK OF THE DISTRICT COURT		130.803	\$0.00	
MINI-CASSIA JUVENILE PROBATION		130.805	\$0.00	
PROSECUTING ATTORNEY		130.807	\$0.00	
CORONER		130.809	\$0.00	
SHERIFF - PATROL		130.821	\$0.00	
SHERIFF - INVESTIGATIONS		130.822	\$0.00	
SHERIFF - DISPATCH		130.823	\$0.00	
SHERIFF - ADMINISTRATION		130.824	\$0.00	
MINI-CASSIA CRIMINAL JUSTICE CENTER		130.827	\$0.00	
MINI-CASSIA JUVENILE DETENTION CENTER		130.828	\$0.00	
SHERIFF - PATROL (City of Burley)		130.851	\$0.00	
SHERIFF - INVESTIGATIONS (City of Burley)		130.853	\$0.00	
SHERIFF - ADMINISTRATION (City of Burley)		130.854	\$0.00	
<b>JUSTICE FUND TOTAL</b>			<b>\$0.00</b>	
<b>TOTAL EXPENDITURES</b>			<b>\$17,764.00</b>	



## **ATTENDANCE LOG ATTACHMENT**