



Cassia County Board of Commissioners

Commissioner Chambers

1459 Overland Ave.

Burley, ID 83318

www.cassiacounty.org

Board Chairman:

Dennis Crane

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Board Members:

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Bob Kunau (District #2) ~ bob.kunau@cassiacounty.org

Dennis Crane (District #3) ~ dcrane@cassiacounty.org

Monday, June 9, 2014

The Board of Cassia County Commissioners met in regular session on Monday, June 9, 2014, at 9:00 a.m. in the Commissioner Chambers of the Cassia County Courthouse.

THOSE PRESENT:	County Commissioners:	Dennis Crane, Chairman Paul Christensen Bob Kunau
	Clerk of the Board:	Joseph W. Larsen
	Prosecuting Attorney:	Al Barrus
	County Administrator:	Kerry D. McMurray
	Others:	Patty Justesen, Treasurer Todd Quast, Cassia 9-1-1 Jay Lenkersdorfer, The News Journal Sam Adams, Road and Bridge Sam Yoshida, Fair Board Chairman Jay Heward, Sheriff George Warrell, Undersheriff Russ Rasmussen, Criminal Justice Center Darwin Johnson, Criminal Justice Center Amber Prewitt, Misdemeanor Probation

- 1) 9:00 AM CALL TO ORDER, PLEDGE OF ALLEGIANCE, REVIEW CALENDAR, MINUTES, CORRESPONDENCE, PERSONNEL, CSI RESIDENCIES, COUNTY PAYABLES, COUNTY ROAD AND BRIDGE, BUILDING AND GROUNDS MATTERS, GATEWAY MATTERS, BUDGET WORKSHOPS: 9-1-1, CLERK OF THE DISTRICT COURT, SOLID WASTE
 - a) 9:05 AM CALENDAR
 - i) Idaho Association of County Commissioners and Clerks (IACC) meeting in Challis from Tuesday, June 10-12, 2014 for Commissioner Christensen and Larsen
 - ii) Commissioner Christensen asked for one of the other Commissioners to cover for him on Tuesday, June 24, 2014, at the Public Defender meeting in Rupert. Commissioner Christensen will be on vacation until June 25, 2014.

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- iii) Joint Juvenile Probation meeting Tuesday, June 10, 2014, has been cancelled due to IACC meetings
- iv) Joint Jail meeting Tuesday, June 10, 2014, has been cancelled due to IACC meeting
- v) Mini-Cassia Transportation meeting on Wednesday, June 11, 2014, for Chairman Crane.
- b) 9:05 AM CORRESPONDENCE
 - i) A postcard from Dr. Nicholas Knighton introducing himself as a new physician at the Internal Medicine Clinic at Cassia Regional Medical Center.
 - ii) Email from Treasurer Justesen declining reimbursement for personal cell phone usage for County business.
 - iii) Commissioner Christensen reviewed with the Board seven proposals for consideration of legislative support that will be discussed at the IACC meetings next week.
- c) 9:08 AM PERSONNEL
 - i) CHANGE OF STATUS – None today
 - ii) A timesheet was presented for the Board’s signature of approval from Fair Grounds Supervisor Blair Bowers.
- d) 10:10 AM APPROVAL OF MINUTES

10:10 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE MINUTES OF THE BOARD FROM JUNE 2, 2014. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- e) 9:03 AM JUNIOR COLLEGE RESIDENCY APPLICATIONS
 - i) The Board reviewed seven adult CSI Junior College Residency Applications

9:03 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE SEVEN ADULT CSI JUNIOR COLLEGE RESIDENCY APPLICATIONS. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- f) 12:30 PM COUNTY PAYABLES

CURRENT EXPENSES	104	\$21,583.43
INDIGENT FUND	105	\$1,828.93
DISTRICT COURT FUND	106	\$679.26
COUNTY ROAD & BRIDGE FUND	107	\$3,187.70
WEED & PEST FUND	108	\$4,857.94
REVALUATION FUND	114	\$53.52
COUNTY ELECTION FUND	116	\$4,125.00
COUNTY BOAT LICENSE FUND	117	\$1,373.69
ASSESSOR TRUST FUND	123	\$24.57
JUSTICE FUND	130	\$14,022.66
MINI-CASSIA DRUG ENFORCEMENT TASK FORCE	136	\$50.00
PHYSICAL FACILITIES FUND	144	\$13,763.06
ADULT MISDEMEANOR PROBATION	149	\$2,133.97
	TOTAL	\$67,683.73

12:30 PM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE COUNTY PAYABLES DATED JUNE 9, 2014. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- g) 9:07 AM COUNTY ROAD AND BRIDGE
 - i) Road and Bridge Supervisor Sam Adams reported to the Board that springs on their rock power screen deck need to be replaced. The cost for that replacement is about \$1,600.00.
 - ii) Adams indicated there is remaining budget for those repair costs.

9:08 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE PURCHASE OF SPRINGS FOR THE ROCK POWER SCREEN DECK AS REQUESTED IN THE AMOUNT OF ABOUT \$1,600.00. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- h) 10:34 AM BUILDING AND GROUNDS MATTERS
 - i) McMurray reported on the costs for a proposed fix for the heating/cooling disparity in the Clerk of the Courts office and the deputy clerk's front windows by installation of a DVP diverter.
 - ii) The Board recommended pursuing resolution with the architects as it has been an issue from the onset that could possibly have been an engineering problem.
 - iii) McMurray indicated that furniture received for the courthouse had substantial damage. He received authorization to donate or recycle the damaged items. McMurray recommended selling it at public auction. The Board discussed logistics of an upcoming auction to be scheduled.
 - iv) Work is continuing with electrical wiring in the basement along with cabinetry work.
 - v) The Board discussed entry into the basement area from both the north, for Juvenile Probation, and the south, for the Extension office.
 - vi) The Board discussed requesting the City of Burley to help with grading and repair of the roadway between the CCJC and the Courthouse.
- i) 10:40 AM BUDGET WORKSHOPS
 - i) 9-1-1
 - (1) Todd Quast presented revenue projections and expenditure requests for the 9-1-1 FY2015 budget.
 - ii) CLERK OF THE DISTRICT COURT
 - (1) Larsen presented recommendations for his FY2015 budget. A small increase was requested to cover additional costs of digitizing of court records and implementation of the new Tyler Technology Odyssey software that will replace ISTARs.
 - iii) SOLID WASTE
 - (1) The Board discussed a possible resident increase in costs for solid waste removal following a recommendation from Barrus. Some anomalies were found with certain fees as pointed out by Justesen that they both felt warranted a revamping of those costs.
 - (2) The Solid Waste District provided their tentative budget request for FY2015 that reflected a 2% decrease to \$543,322 from \$551,720.
- 2) 9:08 AM ROAD AND BRIDGE BUDGET WORKSHOP
 - a) Road and Bridge Supervisor Sam Adams presented his budget requests for FY2015 which included an increase in the "A" budget for a new part time employee and an increase to put in place a fuel tank for storage.

- 3) 9:10 AM BOARD OF EQUALIZATION (BOE) – No items today
- 4) 9:17 AM BUDGET MATTERS AND EXPENDITURES FOR THE MONTH OF MAY – TREASURER
 - a) Justesen reported to the Board that for the month of May revenues exceeded expenditures. Checks written in the month of May totaled \$20,369,340.47 and revenues for the same period of time was \$18,802,375.40.
 - b) She also reported that she was using money market funds to cover expenditures that exceeded revenues. She recommended that the County work to rebuild the money market account that was being depleted.
 - c) She also noted that she did not reinvest a bond that was called recently, not knowing what revenues for the June tax drive and PILT payments would provide for additional expenditures.
- 5) 9:30 AM EXECUTE TAX DEED SALE EXCESS FUNDS LETTER
 - a) Barrus read a copy of prepared letters to parties of interest regarding excess proceeds from a tax deeded property resulting from delinquent property taxes on Parcel No. RP BB001106022A owned by Thomas L. Vaughan and Debbie Vaughan. Letters were sent to:
 - i) Thomas L. Vaughan and Debbie Vaughan
 - ii) Key Bank National Association
 - iii) Debbie Vaughan
 - iv) Idaho Independent Bank
 - b) Treasurer Justesen questioned the reason why the Vaughan's, as property owners with delinquent property taxes resulting in the tax deed sale, would be sent a letter regarding excess funds. Barrus indicated that all parties of interest under Idaho Code 31-808 may be entitled to excess funds.

9:36 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE AND SIGN LETTERS AS PRESENTED TO PARTIES OF INTEREST IN THE AFOREMENTIONED TAX DEEDED PARCEL. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 6) 9:43 AM DELIBERATE AND EXECUTE 2013 STATE HOMELAND SECURITY GRANT PROGRAM (SHSP) PER SHERIFF HEWARD'S REQUEST
 - a) Sheriff Heward received an email from the Idaho Bureau of Homeland Security's Budget Assistant, Karla Wassom indicating that the 2013 SHSP amended award reflected an increase in the Homeland Security Grant award.
 - b) Additional funds needed to be re-allocated into approved projects and signed by the Chairman of the Board to be considered for approval.
 - c) The previous award of \$39,978.46 was increased to \$40,935.13

9:44 AM

MOTION: COMMISSIONER KUNAU MOVED TO APPROVE AND SIGN THE ADDITIONAL HOMELAND SECURITY SUB-GRANT AWARD DOCUMENT AS PRESENTED. COMMISSIONER CHRISTENSEN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 7) 9:44 AM REVIEW SOUTHERN IDAHO TOURISM (SIT) REQUEST FOR FUNDING IN 2015 BUDGET
 - a) Commissioner Kunau read a letter from SIT regarding increases in tourism costs and services. They requested an annual amount of \$825.00.
 - b) McMurray indicated that this fiscal year the Board held the line on what was approved at \$700.00 in annual payment to Southern Idaho Tourism. That is the amount that has been paid by the County since 2009.

9:48 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE FUNDING TO SOUTHERN IDAHO TOURISM IN THE AMOUNT OF \$700.00. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 8) 9:49 AM REVIEW VETERAN SERVICE OFFICER'S (VSO) MAY 2014 REPORT
- a) Commissioner Kunau reported from the last Veterans Service meeting that recent national publicity regarding Veterans Hospitals does not reflect what they have experienced at the Boise Veterans Hospital.
 - b) Commissioner Kunau read the report of VSO Georgianna Greenwell for May 2014.
- 9) 9:52 AM REVIEW MAY 2014 AMBULANCE REPORT
- a) Commissioner Kunau read the May 2014 Ambulance Report from Ambulance Coordinator Doug Adams.
- 10) 10:00 AM PUBLIC HEARING ON ZONING ORDINANCE AMENDMENTS
- a) Chairman Crane went on the record at 10:01 a.m. and everyone present introduced themselves for the record.
 - b) McMurray presented background on the Planning and Zoning Commission's recommendations for approval of their proposed ordinance amendments.
 - i) Proposed Ordinance Language of 9-4-2: Minimum Lot Area. Paragraph 9-4-2 (c) was made easier to read and 9-4-2 (c) included that a dedicated lot of not less than one acre for each principal residential dwelling unit which cannot be shared with any other dwelling unit.
 - ii) Proposed Ordinance Language for 9-7-9: Electrical Transmission Corridor Overlay. Language was changed to reflect performance criteria that has been set forth and established in the ordinance.
 - iii) Proposed new section 9-9-5 regarding citing, setbacks, and performance standards on Conditional Use Permits for corridors established in the County to reflect the interest of the County and its citizens regarding overhead transmission lines. Setbacks came from guidelines established by Bonneville Power Administration and the same expectation should apply with this body.

10:09 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO ADOPT THE PLANNING AND ZONING ORDINANCE AMENDMENTS AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- 11) 10:30 AM BUDGET WORKSHOPS
- a) FAIR
 - i) Fair Board Chairman Sam Yoshida presented a capital improvement timeline of projects that are needed at the County Fairgrounds. The Fair Board has requested \$40,000 for FY2015 and for future years to accomplish those capital improvements.
 - b) HISTORICAL SOCIETY
 - i) Larsen talked with Historical Society Board Chairman Rod Smith last week regarding their budget. They have been able to navigate adequately with what was budgeted this fiscal year. Their budget was requested to remain the same for FY2015.
 - c) WIDOW BENEFIT TRUST
 - i) Larsen indicated that where the Widow Benefit Trust hasn't had a claim since 2011, it would be wise to maintain the historical amount budgeted for FY2015.

12) 10:48 AM INDIGENT MATTERS

10:48 AM EXECUTIVE SESSION

MOTION: COMMISSIONER CHRISTENSEN MOVED TO CONVENE IN EXECUTIVE SESSION REGARDING MEDICAL INDIGENT MATTERS UNDER IDAHO CODE SECTION 67-2345(1)(D). COMMISSIONER KUNAU SECONDED THE MOTION. A ROLL CALL VOTE WAS UNANIMOUS WITH CHAIRMAN CRANE, COMMISSIONER CHRISTENSEN, AND COMMISSIONER KUNAU VOTING IN THE AFFIRMATIVE.

Social Services Director Susan Keck presented the following cases for review and approval of the Board:

- a) Headstone Approval on County Grave Plot regarding Silvia Ortiz
- b) Certificate of Denial: 2014038, 2014040, 2014052, 2013066
- c) Certificate of Approval: 2013066, 2014003, 2014053, 2014104, 2012127
- d) Order of Dismissal: 2013067, 2013083
- e) Notice of Continuance: 2011057, 2013075, 2013077, 2013092, 2014019, 2014022
- f) Release of Medically Indigent Lien: 2014054
- g) Order of Reimbursement: 2012104, 2013066, 2014003
- h) Release of Medically Indigent Lien: 2013067, 2013083, 2013095, 2014026

11:20 AM

MOTION: COMMISSIONER CHRISTENSEN MOVED TO APPROVE THE MEDICAL INDIGENT ACTIONS AS PRESENTED. COMMISSIONER KUNAU SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE BOARD RETURNED TO REGULAR SESSION AT 11:21 AM.

11:22 AM EXECUTIVE SESSION

MOTION: COMMISSIONER CHRISTENSEN MOVED TO CONVENE IN EXECUTIVE SESSION REGARDING RISK MANAGEMENT UNDER IDAHO CODE SECTION 67-2345(1)(J). COMMISSIONER KUNAU SECONDED THE MOTION. A ROLL CALL VOTE WAS UNANIMOUS WITH CHAIRMAN CRANE, COMMISSIONER CHRISTENSEN, AND COMMISSIONER KUNAU VOTING IN THE AFFIRMATIVE. A COMPLAINT AND TORT CLAIM AGAINST THE COUNTY WAS DISCUSSED BY THE BOARD. THE BOARD RETURNED TO REGULAR SESSION AT 11:25 AM.

11:25 AM EXECUTIVE SESSION

MOTION: COMMISSIONER KUNAU MOVED TO CONVENE IN EXECUTIVE SESSION REGARDING PERSONNEL MATTERS UNDER IDAHO CODE SECTION 67-2345(1)(A). COMMISSIONER CHRISTENSEN SECONDED THE MOTION. A ROLL CALL VOTE WAS UNANIMOUS WITH CHAIRMAN CRANE, COMMISSIONER CHRISTENSEN, AND COMMISSIONER KUNAU VOTING IN THE AFFIRMATIVE. THE BOARD RETURNED TO REGULAR SESSION AT 11:32 AM.

13) 11:30 AM LAW ENFORCEMENT BUDGET WORKSHOP

- a) A letter was proved by Sheriff Heward to the Auditor and the Commissioners regarding inequities of certificate pay for POST instruction levels between the jail deputies and patrol deputies. Field Training Officers receive no additional pay while Jail Training Officers receive \$50.00 per month.
- b) Sheriff – Dispatch
 - i) Increase in request for Eyelets which went from \$12,500 per year to \$27,500
 - ii) Increase in request for fuel expenditures for travel
 - iii) Decrease in radio expense of \$1,500
- c) Sheriff – Administration
 - i) Increase in office supplies due to Ed's Office Products closing
 - ii) Increase in auto, auto repairs, and fuel expenses due to inflation
 - iii) Increase in community youth projects to build relationships with kids

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- iv) Increase in travel for Homeland Security and FEMA training
 - v) Increase in extradition costs as it demands 40 hours training every two years and to cover costs of shock vests for violent prisoners who cannot be restrained in jury trials
 - vi) Increase in education and training for class materials, etc.
 - vii) Increase in Search and Rescue for requirements for ammunition to qualify two times a year
 - d) Sheriff – Investigations
 - i) Decrease in radio expense of \$2,000
 - ii) Increase in communications and postage
 - e) Sheriff – Patrol
 - i) Sheriff Heward presented to the Board the proposal for holiday pay
 - ii) Decrease in radio expense of \$8,000
 - iii) Increase in fuel expense
 - iv) Increase in education and training to cover annual training requirements
 - v) Increase in firearms training for increased ammo costs
 - vi) Increase in automobile purchase expense from \$25,000 to \$27,000 for two vehicles
 - vii) Increase in automobile equipment expense for new radar units at \$2,000 per vehicle
 - f) Law Enforcement Building
 - i) Increase in security expense of \$8,000 to cover costs to replace two cameras in the downstairs area that are not functional and to place a camera at the entrance of the investigation exterior door and one at the glass exit door at the east end of the hallway
 - g) DARE Trust
 - i) Increase in travel and education for a national training for Officer Bird
 - h) Violent Predator Fund
 - i) Required expense to remain the same.
 - i) Civil Defense
 - i) Decrease in office supply expense
 - ii) Increase in radio expense of \$14,000
 - iii) Increase in fuel expense
 - iv) Increase in communications and postage
 - v) Increase in other expenses and education and training for FEMA training for the Sheriff and Undersheriff
- 14) 12: 22 PM ADJOURNMENT

APPROVED:

Dennis Crane, Chairman of the Board

ATTEST:

Joseph W. Larsen, Clerk of the Board