



Cassia County Board of Commissioners

MEETING MINUTES

Monday, August 13, 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

9:03 AM **Roll Call.**

Present: Kerry McMurray - Assistant to Commissioners (Not voting), Tim Darrington - Member, Bob Kunau, Chair, Paul Christensen - Member, Doug Abenroth - County Attorney (Not voting), Joe Larsen - Clerk (Not voting).

- 4) 9:04 AM Calendar, meetings, and correspondence
 - a. Cassia County Fair this week with the parade on Wednesday, 8/15/2018. Elected officials will ride together in the parade.
 - b. Joint Juvenile Probation Meeting at 7:30 AM Tuesday, 8/14/2018 in Rupert
 - c. Joint Justice Meeting has been changed to 8:30 AM Tuesday, 8/14/2018 in Rupert
 - d. IACRC Conference for Larsen in Ketchum this week.
 - e. Christensen will be absent from Board Meeting on 10/1/2018.
 - f. Burley Development Authority meeting Tuesday, 8/14/2018 at Burley City Hall for Kunau.
 - g. South Central Public Health Department Committee meeting at 1:30 p.m. Wednesday, 8/15/2018 in Twin Falls for Kunau
 - h. Mid Snake Water Resource Committee Meeting at 12:00 PM Wednesday, 8/15/2018 in Twin Falls for McMurray
 - i. Veterans Service Officer Monthly Report
 - j. Cassia Hospital Ambulance Monthly Report
- 5) 9:11 AM Approval of Clerk's Office recommendations regarding junior college Certificate of Residency Forms

9:12 AM **Motion and Action:** Approve Clerk's Office recommendations to approve 59 and deny two junior college Certificate of Residency Forms as presented, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.

Motion passed unanimously.

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6) 9:13 AM Personnel Matters:

- a. Change of Status Requests
 - i. CCSO – Voluntary resignation of Emily Alvarez as an uncertified Dispatcher
 - ii. Clerk’s Office – Hiring of Sharene Ahlin as Deputy Auditor/Deputy Elections GIS Clerk/Deputy Clerk of the Board
 - iii. Extension Office – Temporary employee for Joel Packham
 - iv. CCSO – Grade Change for Certification of Dispatcher Andrea Clegg and Janin Schmidt
 - v. Ag Extension – Hiring of Irma Esquivel as a Temporary Part time Office Assistant
 - vi. Treasurer’s Office – Promotion of Sheri Bedke from Deputy Treasurer to Senior Deputy Treasurer with increase in rate of pay
- b. Time cards were reviewed and were in order
 - i. Road and Bridge Supervisor Sam Adams
 - ii. IT Administrator David Burgess

9:23 AM **Motion and Action:** Approve Change of Status Requests as presented **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.
Motion passed unanimously.

7) 9:25 AM Discuss recommendation for Capital Crimes Defense Fund District Representative

- a. Christensen is leaving that position and was looking for recommendations for appointment on that IAC committee.
- b. This position will be filled by an elected county commissioner from District IV.

8) 9:27 AM Alcoholic Beverage License Application for:

- a. A recording was in place to facilitate a verbatim transcription of the proceedings.
 - i. Smith's Cafe - bottled and canned beer ON and OFF premises.
 - ii. Hansen's Hub - bottled and canned beer OFF premises.
- b. Both applications have been reviewed by the Sheriff’s Office.

9:28 AM **Motion and Action:** Approve Alcoholic Beverage License applications as presented, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.
Motion passed unanimously.

9) 9:30 AM Execute Resolution No. 2018-020 destruction of semi-permanent Auditor records

- a. The proposed resolution was read by Kunau.
- b. The resolution was reviewed by Abenroth and McMurray.

9:32 AM **Motion and Action:** Approve Resolution No. 2018-020 for destruction of semi-permanent Auditor records as presented, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.
Motion passed unanimously.

10) 9:33 AM Execute Resolution No. 2018-021 destruction of permanent Auditor records

- a. The proposed resolution was read by Kunau.
- b. The resolution was reviewed by Abenroth and McMurray.

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9:33 AM **Motion and Action:** Approve Resolution No. 2018-021 for destruction of permanent Auditor records as presented, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

11) 9:34 AM Execute Resolution No. 2018-022 declaration of odd-lot property near 1225 East (Anderson Lane) intersection with Elba Almo Highway, near Elba, Idaho

- a. This property came about when the old road was abandoned when the Elba-Almo highway was constructed.
- b. That small irregular piece of property is surrounded partially by that owned by Ruel Barker and Greg Jones.
- c. The statute allows Commissioners to declare that odd lot property and offer them for sale at appraisal value.
- d. This resolution declares the property surplus property so it can be offered for sale.

9:35 AM **Motion and Action:** Execute Resolution No. 2018-022 declaring property near 1225 East (Anderson Lane) intersection with Elba Almo Highway, near Elba, Idaho as odd-lot property as presented, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

12) 9:36 AM Sign letters offering to sell odd lot properties to Ruel Barker and Gregory Jones

- a. The Barker property appraised at \$900.50 and the Jones property at \$848.50.
- b. The proposal is to offer those lots for that appraised value plus the appraisal fee of \$300.00 for each property along with an estimated newspaper publication fee of the\$100.00. Appraisal of both properties were completed and publication fees for public notice will be approximately \$100.
- c. The offer to Jones is \$1,148.50 and to Barker is \$1,200.50. They have 30 days to accept the offer. If they choose not to purchase the property, it can be offered at public auction. Letters will be sent out notifying both parties of that.

9:37 AM **Motion and Action:** Approve signing of letters offering to sell odd lot properties to Ruel Barker and Gregory Jones as presented, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.

Motion passed unanimously.

13) 9:40 AM Discuss I.T. Employee classification

- a. McMurray is still working on this matter.
- b. The matter will be postponed for later discussion.

14) 9:40 AM Execute Resolution No. 2018-023 amending I.T. Advisory Committee Bylaws

- a. The proposed IT Advisory Committee Bylaws amendment was read by Kunau.
- b. Changes as presented by McMurray were reviewed in a previous Board meeting.

9:42 AM **Motion and Action:** Approve Resolution No. 2018-023 amending the I.T. Advisory Committee Bylaws as presented, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.

Motion passed unanimously.

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15) 9:42 AM Approve minutes

9:42 AM **Motion and Action:** Approve minutes from 8/6/2018, **Moved by** Paul Christensen - Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

16) 9:43 AM Approve payables

9:43 AM **Motion and Action:** Approve payables presented on 8/13/2018, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.
Motion passed unanimously.

- a. 10:34 AM Law Enforcement desires to purchase two vehicles for FY2019. If they order them now, they can get a better price.
- b. Larsen explained the budget for FY2019, once approved at the budget hearing does include the purchase of these vehicles and they would not be invoiced until delivered. He felt there was no reason, if the Board agreed, that they could not be ordered now to take advantage of pricing.
- c. The Board agreed with ordering the vehicles where they are included in the proposed FY2019 budget.
- d. The Board commented on the large amount of money spent to bringing in prospective jurors for a recent jury trial.

UNFINISHED BUSINESS AGENDA ITEMS

17) 10:47 AM Outside Auditor RFP for FY2018 follow-up

- a. Kunau said the proposal prepared was very extensive and he felt it should be done differently.
- b. Larsen clarified that this current engagement is actually for FY2018 rather than FY2019.
- c. CAI identified CPA's to the Auditor's Office who currently are engaged for outside auditing with our proximal counties. They reached out to each of them to see if they had interest in bidding and they all expressed a desire to do so.
- d. Larsen felt an extensive RFP may not be necessary where all are CPA's and know and follow all the GAAP and GASB guidelines for auditing. They all provide outside auditing for other counties.
- e. The Board felt it was important for the cost factor to proceed with a bid process.
- f. Darrington said that the top few candidate could be invited to come in and to present their proposal to the Board.

SCHEDULED AGENDA ITEMS

18) 10:58 AM Discuss concerns regarding costs for weed spraying

- a. Darrell Funk from Murtaugh was concerned about a billing he received for weed spraying on his property he purchased in the fall of 2017.
- b. Ottley said he sprayed the weeds after making appropriate notice for the property owner to take care of the noxious weed problem.
- c. Funk felt he didn't have adequate opportunity to take care of the problem and noted that the railroad is the biggest offender and that another investor nearby has the same weed problem.

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- d. He felt he should have more than three months and that if the railroad had not been talked to at all, it is totally unjustified.
- e. Ottley provided pictures of the property of concern on 5/7/2018 depicting the weeds in question. He felt nothing had been done except the roads. He then sent an enforcement notice on 6/4/2018 to Patricia Funk notifying them they had until 6/18/2018 to take care of the situation. None of the weeds had curled and were standing up straight.
- f. Ottley did not serve Funk regarding the matter but said he had called. Funk's farm manager stated he had sprayed the weeds six days earlier with Landmaster herbicide chemical but it has been hard to get it to activate.
- g. Ottley used mules and four wheelers to spray the 14 acres in the swale where the problem was. He also said the railroad is in Twin Falls County so there is nothing he could do about it. He also indicated there are still acres of thistle that has not been taken care of.
- h. Kunau said the previous owner didn't take care of the problem for years and that Funks had only owned the property since fall.
- i. Christensen said specifics were provided by Ottley and that it should remain a high priority to take care of the noxious weeds and not be overrun by them.
- j. Funk said when Twin Falls County sprays it can be turned into a program to be paid for.
- k. Ottley said we do not process the stringent grant as it is time consuming and he doesn't have the manpower. Twin Falls County receives about \$25,000 with the matching grant.
- l. Darrington noted that the County is not in the custom spraying business. Funk expressed concern that the cost for the County to spray was about 30 times the going rate to spray and felt that was unreasonable. He would have preferred to have been given the time to complete the spraying of the weeds himself and to wait until fall when there is less water in the draw.
- m. Ottley referred to complaints he had received regarding the weed problem and his responsibility is to see it gets taken care of.
- n. Christensen said the County is not making money with the process and that it is the property owner's responsibility to take care of the weeds.
- o. Abenroth said he feels the statutory requirements were met.

11:32 AM **Motion and Action:** Approve support of the actions of the Weed Department and the costs for them spraying the weeds and if the problem persists, that Funks hire someone privately to spray the weeds, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.
Motion passed unanimously.

19) 11:33 AM Executive Session (for the purpose of discussing indigent matters)

11:33 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** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.

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

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

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11:53 AM **Motion and Action:** Approve recommendations of the Social Services Director regarding indigent matters, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.
Motion passed unanimously.

20) 11:54 AM Travel to the Cassia County Fairgrounds for review of the 2018 Cassia County Fair

a. The Board went over recent improvements at the fairgrounds with the Fair Board.

b. Preparations for this year's Fair were reviewed with the Board.

21) 2:12 PM Adjourn

2:12 PM **Motion and Action:** Adjourn, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

APPROVED:

/s/ _____

Bob Kunau, Chair

CLERK OF THE BOARD:

/s/ _____

Joseph W. Larsen

ATTENDANCE LOG ATTACHMENT

**CASSIA COUNTY COMMISSION
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Cassia County Commissioner Meeting

Attendance Log

Date: 8-13-18

NAME (Please Print)	TOWN	REPRESENTING
1. <i>Rutha Hobbs</i>	<i>County</i>	<i>Concerned Citizen</i>
2. <i>Laura Greener</i>	<i>Burley</i>	<i>Treasurer</i>
3. <i>George Warrell</i>	<i>Oakley</i>	<i>CCSO</i>
4. <i>Michael Otley</i>	<i>Elba</i>	<i>CCWC</i>
5. <i>Susan Keek</i>	<i>Almo</i>	<i>Social Services</i>
6. <i>Janel Bench</i>	<i>Burley</i>	<i>Social Services</i>
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COUNTY EXPENDITURES ATTACHMENT

COUNTY EXPENDITURES

8/13/2018

	DEPARTMENT	FUND/DEPT	AMOUNT
104 Current Expense Fund	COUNTY COMMISSIONERS	104.401	\$0.00
	AUDITOR & RECORDER	104.402	\$144.65
	TREASURER	104.404	\$418.12
	ASSESSOR	104.405	\$0.00
	PUBLIC DEFENDER	104.408	\$609.63
	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	\$327.59
	GENERAL	104.415	\$5,034.32
	CIVIL DEFENSE	104.416	\$0.54
	COUNTY ELECTIONS	104.417	\$0.00
	LAW ENFORCEMENT BUILDING	104.418	\$308.60
	COUNTY ADMINISTRATION	104.419	\$5,408.81
VETERANS SERVICE OFFICER	104.421	\$0.00	
CURRENT EXPENSE FUND TOTAL			\$12,252.26
Dedicated Funds	SOCIAL SERVICES	105.502	\$210.00
	CONFLICT INDIGENT DEFENDER	105.504	\$7,966.75
	CASSIA COUNTY COURTS	106.602	\$669.90
	COUNTY ROAD & BRIDGE	107.707	\$1,900.78
	WEED & PEST	108.708	\$14,431.06
	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	\$214.24
	9-1-1 COMMUNICATIONS	115.715	\$0.00
	CONSOLIDATED ELECTIONS	116.716	\$0.00
	COUNTY WATERWAYS	117.717	\$324.80
	COUNTY SNOWMOBILE	118.718	\$0.00
	ASSESSOR TRUST	123.323	\$436.34
	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	\$50.00
	ADULT MISDEMEANOR PROBATION	149.749	\$7,135.46
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			\$33,339.33
130 Justice Fund	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	\$27.50
	CORONER	130.809	\$2,077.94
	SHERIFF - PATROL	130.821	\$5,536.85
	SHERIFF - INVESTIGATIONS	130.822	\$328.95
	SHERIFF - DISPATCH	130.823	\$384.00
	SHERIFF - ADMINISTRATION	130.824	\$1,185.84
	MINI-CASSIA CRIMINAL JUSTICE CENTER	130.827	\$21,491.46
	MINI-CASSIA JUVENILE DETENTION CENTER	130.828	\$0.00
	SHERIFF - PATROL (City of Burley)	130.851	\$8,087.12
	SHERIFF - INVESTIGATIONS (City of Burley)	130.853	\$437.57
SHERIFF - ADMINISTRATION (City of Burley)	130.854	\$71.02	
JUSTICE FUND TOTAL			\$39,628.25
TOTAL EXPENDITURES			\$85,219.84

COUNTY EXPENDITURES

08/13/2018 Source Data Payable done on 8/10/18

	<i>DEPARTMENT</i>	<i>FUND/DEPT</i>	<i>AMOUNT</i>
104 Current Expense Fund	COUNTY COMMISSIONERS	104.401	\$0.00
	AUDITOR & RECORDER	104.402	\$0.00
	TREASURER	104.404	\$0.00
	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	\$3,695.93
	VETERANS SERVICE OFFICER	104.421	\$0.00
CURRENT EXPENSE FUND TOTAL			\$3,695.93
Dedicated Funds	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	\$0.00
	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	
DEDICATED FUNDS TOTAL			\$0.00
130 Justice Fund	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	
JUSTICE FUND TOTAL			\$0.00
TOTAL EXPENDITURES			\$3,695.93