



# Cassia County Board of Commissioners

## MEETING MINUTES

### Monday, August 20, 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

9:04 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. County Road and Bridge and Cassia County public budget hearing at 9:30 AM and 9:45 AM respectively on Monday, 8/27/2018 in the Commission Chambers
  - b. Department Head Meeting at 10:00 AM Monday, 8/27/2018
  - c. Joint Public Defender Committee Meeting at 7:30 AM Tuesday, 8/28/2018
  - d. Joint Justice Committee Meeting at 8:00 AM Tuesday, 8/28/2018
  - e. No Commissioner Meeting on Monday, 9/3/2018 due to Labor Day holiday
  - f. Transportation Meeting Tuesday, 9/18/2018 for Darrington
  - g. Opioid Summit at the Cassia Hospital on Tuesday, 8/21/2018
  - h. Report of the success of the County Fair from Darrington
  - i. Special Planning and Zoning Meeting for hearings at 3:00 PM Thursday, 8/23/2018
  - j. A hearing will be held at 9:15 AM Monday, 8/27/2018 for a Conditional Use Permit/CAFO for ADTD Farms
  - k. A joint review of the Mini-Cassia Criminal Justice Center will be held at 8:00 AM Monday, 8/27/2018
  - l. Road and Bridge fee for the Solid Waste was from cleanup required from the BLM for the Jones Hollow pit that was in last week's payables.
  - m. Five applications were received for the vacant joint Public Defender. One person did not meet minimal specifications. The deadline date for applications is past. Abenroth asked for guidance on review of applications and hiring which is done by the Cassia County Board of Commissioners. He suggested that the Joint Boards conduct interviews. Abenroth sought direction regarding interviews. Discussion with Minidoka and Cassia County Commissioners for setting interviews for that position was scheduled on the Commissioner's agenda for 8:45 AM Monday, 8/27/2018. Minidoka County Prosecutor Lance Stevenson didn't feel comfortable participating in the interviews. Larsen commented that may have come from a statement from

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the Public Defense Commission in the IACRC Conference regarding independence in the selection process. Abenroth said it is ultimately the responsibility of the County Commissioners to make the hiring decision. Christensen recommended having both Minidoka and Cassia County Commissioners make a recommendation. Christensen said the court's recommendation anticipates the Prosecutor's participation.

- 5) 9:23 AM Approval of Clerk's Office recommendations regarding junior college Certificate of Residency Forms

9:23 AM **Motion and Action:** Approve Clerk's Office recommendations to approve 41 and deny one junior college Certificate of Residency Forms as presented, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.

Motion passed unanimously.

- 6) 9:24 AM Personnel Matters – Timecard Review
  - a. Road and Bridge Supervisor – Sam Adams
  - b. Misdemeanor Probation Supervisor – Amber Prewitt
  - c. I.T. Administrator – David Burgess

9:26 AM **Motion and Action:** Approve Time Cards as presented, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.

Motion passed unanimously.

- 7) 9:27 AM Consider for approval recommendation of the Mini-Cassia Veterans Advisory Board to re-appoint Board member Don Gunderson to their Board
  - a. The term of Board member Don Gunderson expires on 9/30/2018. He has served in that capacity for 25 years.
  - b. Gunderson desires to be re-appointed one more time for a three-year term.

9:27 AM **Motion:** Approve re-appointment of Don Gunderson to the joint Veterans Advisory Board as requested, **Action:** Approve, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

- 8) 9:35 AM Executive Session (for the purpose of discussing personnel matters)

9:35 AM **Motion and Action:** Enter Executive Session pursuant Idaho Code § 74-206 (1) (b) to consider personnel matters, **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.

9:36 AM Upon exit of Executive Session, the board took the matter under advisement.

- 9) 9:53 AM Consider and act on Ballot for Appointment of Gary Bowman from Lincoln County to Commission for Middle Snake Regional Water Resource Commission
- a. Gary Bowman was chosen to replace Neal Bowman on that Commission and requires all counties to approve the nominee.
  - b. Gary Bowman is currently a commissioner in Lincoln County.

9:54 AM **Motion and Action:** Approve recommendation of appointment of Lincoln County Commissioner Gary Bowman to the Middle Snake Regional Water Resource Commission as presented, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.  
Motion passed unanimously.

- 10) 9:54 AM Receive Staff Report on ADTD Farms, LLC Conditional Use Permit/CAFO application for hearing on 8/27/2018 at 9:15 AM
- a. The staff report was provided to the Board for review before the hearing next week.
  - b. Acreage is being added and the animal density will be reduced.
  - c. Kunau questioned animal density and setback changes which were explained by McMurray that any change does not set precedence for any future permits according to Idaho statute.
  - d. The Planning and Zoning Board recommended approval. McMurray said it complies with all County ordinances except setback requirements.
- 11) 10:01 AM Review and approve Commissioners' recommendations regarding waste management issue
- a. Kunau explained a situation in the Malta area regarding waste product being brought from Interstate Feed that is left proximal to a homeowner.
  - b. No official code precludes piling of waste.
  - c. ISDA does have rules of setback in various situations according to McMurray.
  - d. A proposed letter from the Commissioners was read by Kunau. The Board approved the rough draft and a letter will be prepared for signature.

10:05 AM **Motion:** Approve signing of a letter that is impacting neighbors of the Harper operation in the Malta valley, **Action:** Approve, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.  
Motion passed unanimously.

- 12) 10:05 AM Discuss and set date for County picnic
- a. Zions Bank credit cards have provided a 1% rebate for all county purchases that could pay for the county picnic according to Kunau.
  - b. A date and time was proposed from 11:00 AM to 2:00 PM on 9/12/2018 for a County Employee Appreciation luncheon at the Masonic Lodge Hall. Morey's, Stokes, and Farmer's Corner were mentioned as potential venues to provide catering services.
- 13) 10:12 AM Approve minutes
- a. A clarification of a motion from last week regarding costs of weed spraying on the Darrell Funk property was requested by Christensen and Darrington.

- b. Larsen said the motion was in the minutes as it was made. He recommended a clarifying action today to re-word the intent of the motion rather than modifying language from last week away from what the motion actually was.

10:13 AM **Motion and Action:** Approve modification of the action of the Board meeting on Monday, 8/13/2018 regarding the Darrell Funk property to state support of the actions of the Weed Department and the costs for them spraying the weeds on the Darrell Funk property, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

10:15 AM **Motion and Action:** Approve minutes from 8/13/2018, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

14) 10:15 AM Approve payables

- a. Kunau inquired of Sheriff Heward regarding postage expenses for the civil deputy in his department. He asked if they used the County postage machine in the courthouse.
- b. Heward stated they buy self-addressed stamped envelopes as it is inconvenient to use the county postage machine.

10:17 AM **Motion and Action:** Approve payables presented on 8/20/2018, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

#### **UNFINISHED BUSINESS AGENDA ITEM**

15) 11:42 AM CAI software implementation and FY2019 Budget update

- a. Budgetary processes and categorizations will be changed with the new accounting software.
- b. CAI will be providing training with the Treasurer's Office and the Auditor's Office in preparation for the migration from our current financial software.
- c. The Auditor's Office will provide training for departments and the commissioners for department payables.
- d. Go Live date will be 10/1/2018 and there will be a blackout date the first week of October. Expenses for FY2018 will have an earlier deadline due to the software change and migration.
- e. The FY2019 budget was published this past week and again this week to meet public notifications required by statute.
- f. Commissioners were invited to attend any part of the software training in the Auditor's Office and the Treasurer's Office.

#### **SCHEDULED AGENDA ITEMS**

16) 9:28 AM Consider for approval cancellation of taxes on Mobile Home MH09S25E166600

- a. Deputy Assessor Barney Greener presented that a mobile home owner requested cancellation of taxes on that mobile home that he has no title for.

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- b. The property owner desires to destroy and remove the mobile home. Upon inspection by the appraiser, he found it was in poor condition, no water is turned on, it was mice infested, it is unlivable and it appeared to have no value.
- c. 2018 taxes were requested to be cancelled based on that. There was no response from the owner of record of the mobile home.
- d. Treasurer Greener stated the amount of property taxes for this year was \$30.35. Collection of that amount is problematic where the mobile home owner cannot be located. The cost to collect as well as for a warrant of distraint would be costly. Her recommendation was to cancel taxes.

9:34 AM **Motion and Action:** Approve acting on the recommendations of the Treasurer for cancellation of taxes on Mobile Home MH09S25E166600 as recommended by the Treasurer's office, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.  
Motion passed unanimously.

17) 10:30 AM Executive Session (for the purpose of discussing indigent matters)

10:30 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.

11:04 AM **Motion and Action:** Approve recommendations of the Social Services Director regarding indigent matters, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.  
Motion passed unanimously.

18) 11:04 AM South Central Public Health District update and report

- a. Adria Masoner and Lisa Klamm presented a quarterly update from the South Central Public Health Department.
- b. Masoner discussed the opioid crisis, the Cassia County Fair health oversight, and their projects to encourage elimination of tobacco use.
- c. Klamm talked about disease control, problems in society with food contamination, and immunization issues.
- d. They will be scheduled for a quarterly report to the Board going forward.

19) 11:46 AM Presentation of the 2018-2019 ICRMP Policy from Balanced Rock Insurance Agency and prospects for Gem Plan consideration and review for approval the rejection of full insurance coverage with ICRMP for acts of terrorism under the Terrorism Risk Insurance Act

- a. Agent Lori Bergsma reported a \$13,000 increase in this year's ICRMP Policy and noted their discount program which provides a 5% relief.
- b. Rejection of terrorism coverage was presented for the Board's approval and signature.
- c. Bergsma stated ICRMP has purchased pool coverage for terrorism. She recommended rejection of the coverage.

11:49 AM **Motion and Action:** Approve declining terrorism coverage under our ICRMP policy as presented, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.  
Motion passed unanimously.

- d. Bergsma represents the Gem Plan for health insurance coverage. She desired to provide a bid for the County's coverage. She indicated information was not provided regarding current coverage to facilitate a bid. The Gem Plan is a potential for coverage with the pool of several counties in their plan. She listed counties that are a part of Gem Plan.
- e. She indicated that January 1<sup>st</sup> is a good time to look at a bid as deductibles begin at the beginning of the year.
- f. She suggested that the Commissioners could be pulled into the decision for coverage in lieu of the current process.
- g. She desired to have information for costs related to administration, contracts entered into, and copies of our current coverage to facilitate a bid and get a clearer picture of what the county is currently paying in order to facilitate a bid from Gem Plan.
- h. Kunau recommended presenting that to the County Employee Benefit Committee. They completed a recent survey of employee choices in diverting funds currently paid for medical coverage by County participation to wages, but employees did not desire to do that.
- i. Bergsma indicated the Gem Plan will match the plans currently grandfathered and in place.
- j. She stated that hospitals would prefer to have a network and the Gem Plan is administered by Blue Cross. The Gem Plan Board handles claims rather than a third-party administrator. A large reserve would not be required as we currently have in place.
- k. Christensen said Blue Cross and Blue Shield have a discount of 30 to 35%. The discount with our current plan is significantly higher.
- l. Bergsma said we wouldn't be out anything to have Gem Plan look at the options.

20) 12:04 PM Lunch with Balanced Rock Insurance

- a. The Board had lunch at Perkins Restaurant.
- b. Balanced Rock sponsored the lunch.

21) 1:50 PM Adjournment

APPROVED:

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

Bob Kunau, Chair

CLERK OF THE BOARD:

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

Joseph W. Larsen

## **COUNTY EXPENDITURES ATTACHMENT**



**COUNTY EXPENDITURES**

**8/20/2018**

	<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	\$367.07
	TREASURER	104.404	\$0.00
	ASSESSOR	104.405	\$0.00
	PUBLIC DEFENDER	104.408	\$21.80
	AGRICULTURAL EXTENSION	104.410	\$607.64
	COUNTY BUILDING	104.411	\$101.07
	JUDICIAL CENTER	104.412	\$0.00
	BOARD OF HEALTH	104.413	\$10,487.42
	PLANNING & ZONING	104.414	\$0.00
	GENERAL	104.415	\$607.17
	CIVIL DEFENSE	104.416	\$0.00
	COUNTY ELECTIONS	104.417	\$0.00
	LAW ENFORCEMENT BUILDING	104.418	\$32.99
	COUNTY ADMINISTRATION	104.419	\$0.00
	VETERANS SERVICE OFFICER	104.421	\$0.00
	<b>CURRENT EXPENSE FUND TOTAL</b>		<b>\$12,225.16</b>
<b>Dedicated Funds</b>	SOCIAL SERVICES	105.502	\$434.50
	CONFLICT INDIGENT DEFENDER	105.504	\$3,145.50
	CASSIA COUNTY COURTS	106.602	\$846.93
	COUNTY ROAD & BRIDGE	107.707	\$128.62
	WEED & PEST	108.708	\$0.00
	SOLID WASTE	109.709	\$0.00
	AMBULANCE SERVICE	110.710	\$17,450.00
	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	\$1,100.00
	COUNTY SNOWMOBILE	118.718	\$23.91
	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	\$14.00
	ADULT MISDEMEANOR PROBATION	149.749	\$1,534.42
	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>\$24,677.88</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	\$1,594.55
	CORONER	130.809	\$192.00
	SHERIFF - PATROL	130.821	\$991.04
	SHERIFF - INVESTIGATIONS	130.822	\$359.46
	SHERIFF - DISPATCH	130.823	\$0.00
	SHERIFF - ADMINISTRATION	130.824	\$818.43
	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	\$1,156.11
	SHERIFF - INVESTIGATIONS (City of Burley)	130.853	\$432.53
	SHERIFF - ADMINISTRATION (City of Burley)	130.854	\$9.03
		<b>JUSTICE FUND TOTAL</b>	
	<b>TOTAL EXPENDITURES</b>		<b>\$42,456.19</b>

## **ATTENDANCE LOG ATTACHMENT**

**CASSIA COUNTY COMMISSION  
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# Cassia County Commissioner Meeting

## Attendance Log

Date: 8-20-18

	<b>NAME (Please Print)</b>	<b>TOWN</b>	<b>REPRESENTING</b>
1.	Barney Greener	Burley	Assessor's Office
2.	Mark Adams	Burley	Assessor's office
3.	Laura Greener	Burley	Treasurer
4.	Jay Howard	County	Sheriff
5.	Kelly Bann	Burley	BIQ
6.	Aria Mason	<del>SCPD</del> Burley	SCPD
7.	Lisa Klamm	Burley/Hellbur	SCPD
8.	Lori H. Bergsma	Twin Falls	Balanced Rock Ins.
9.	Heather Whitehead Frans	Burley	Auditors
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