



Cassia County Board of Commissioners

MEETING MINUTES

Monday, November 5, 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.

ACTION AGENDA ITEMS

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

9:00 AM **Roll Call.**

Present: Tim Darrington - Member, Paul Christensen - Member, Bob Kunau - Chair, Sharene Ahlin (Not voting)

- 4) 9:00 AM Calendar, meetings, and correspondence
 - a. ICRMP meeting 2:00 PM Wednesday, 11/7/2018
 - b. Letter received from East and West Cassia Soil Districts, requesting budgeted funds
 - c. Associated Taxpayers of Idaho, Wednesday, 12/5/2018
 - d. Letter received from Smith Chevrolet regarding fleet purchase of vehicles
 - e. Letter received from Lee and Sheri Mecham that owned the grocery store that was purchased to be the judicial center, sharing some of the history of the building.

9:04 AM Doug Abenroth and Kerry McMurray joined the meeting

- 5) 9:07 AM Approval of Clerk's Office recommendations regarding junior college Certificate of Residency Forms

9:07 AM **Motion and Action:** Approve Clerk's Office recommendations to approve four junior college Certificate of Residency Forms as presented, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.

Motion passed unanimously.

- 6) 10:47 AM Personnel Matters:
 - a. Change of Status Requests
 - i. Sheriff - Brad Elmer - Patrol Deputy - (Transfer)
 - ii. Sheriff - Kevin Horak - Lieutenant Investigations - (Transfer)
 - iii. Sheriff - Terry Higley - Corporal Investigations - (Transfer)
 - iv. Sheriff - Jarrod Thompson - Staff Sergeant - (Transfer)
 - v. Sheriff - Doug Welch - Sergeant Patrol - (Transfer)
 - vi. Sheriff - Cindy Karlson - Uncertified Dispatcher - (New Hire)
 - vii. Public Defender - Kent Jensen - PT Misdemeanor Attorney - (Amended COS)

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- viii. Public Defender - Jeremy Pittard - PT Juvenile Public Defender - (New Hire)
- ix. Sheriff - Tanner Allred - Patrol Deputy - (Transfer)
- x. Prosecuting Attorney - Douglas Abenroth - Prosecuting Attorney - (Amended COS)
- xi. Prosecuting Attorney - McCord Larsen - Chief Deputy Prosecuting Attorney - (Amended COS)
- xii. Prosecuting Attorney - Paul Jefferies - Deputy Prosecuting Attorney - (Amended COS)

10:52 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) 10:55 AM Executive Session (for the purpose of discussing personnel matters)

10:55 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

12:12 PM Upon exit of Executive Session, Commissioner Christensen stated that the board will be sending a memo to the department heads for input on the matter.

- 8) 9:08 AM Discuss Cassia County Fair Board request to reimburse capital improvement expense
- 10:03 AM Additional discussion regarding Cassia County Fair Board request
- 9) 10:26 AM Discuss what to do for employee Christmas gift i.e., floating holiday or otherwise
- 10) 10:33 AM Execute letter of support for Burley Highway District Yale Road Stage 5

10:34 AM **Motion and Action:** Execute letter of support for Burley Highway District Yale Road Stage 5, **Moved by** Paul Christensen – Member, **Seconded by** Tim Darrington – Member.
 Motion Passed unanimously.

- 11) 10:34 AM Discuss approval of addressing and mapping software for elections
- 12) 10:46 AM Execute Amended Quitclaim deeds to Barker and Jones to correct legal descriptions

10:47 AM **Motion and Action:** Approve executing deeds to correct legal descriptions for Barker and Jones, **Moved by** Paul Christensen – Member, **Seconded by** Tim Darrington – Member.
 Motion Passed unanimously.

13) 10:53 AM Approve minutes

10:53 AM **Motion and Action:** Approve minutes from 10/29/2018, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.
 Motion passed unanimously.

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14) 10:54 AM Approve payables

10:54 AM **Motion and Action:** Approve payables presented on 11/05/2018, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.

Motion passed unanimously.

- a. An updated payable approval sheet was presented to correct an inadvertent entry error.
- b. Approval of the replacement payable sheet was explained and presented to the Board.

12:13 PM **Motion and Action:** Sign corrected payable approval sheet, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

15) 9:10 AM Consider cancellation of taxes on Parcel RPBPL01000009AA

9:15 AM **Motion and Action:** Approve cancellation of taxes on Parcel RPBPL01000009AA, **Moved by** Paul Christensen – Member, **Seconded by** Tim Darrington – Member.

Motion Passed unanimously.

16) 9:17 AM Executive Session (for the purpose of considering records that are exempt from public disclosure regarding indigent and employee insurance matters) pursuant Idaho Code § 74-206 (1) (d)

9:17 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 and employee insurance 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.

10:01 AM **Motion and Action:** Approve recommendations of the Social Services Director regarding indigent matters and approve employee insurance matters, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.

Motion passed unanimously.

17) 10:14 AM Fall Report of the Mini-Cassia Commerce Authority – Winston Inouye

18) 12:14 PM Adjourn

12:14 PM **Motion and Action:** Adjourn, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

APPROVED:

Bob Kunau, Chair

DEPUTY CLERK OF THE BOARD:

Sharene Ahlin

Cassia County Commissioner Meeting

Attendance Log

Date: 11-5-18

	NAME (Please Print)	TOWN	REPRESENTING
1.	Barney Greener	Burley	Assessor's Office
2.	Mart Adams	Burley	Assessor's office
3.	Amber Prewitt	Burley	Probation
4.	Laura Greener	Burley	Treasurer
5.	JOSEPH W. LARSEN	Burley	CLERK
6.	Heather Whithead Grant	Burley	Auditing
7.	Melvin Lamm	Burley	Self
8.	Winston Inouye	Burley	MCCA
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SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS

100% OF FISCAL YEAR ELAPSED

* UNAPPROVED DEMANDS APPEAR IN ACTUALS AND ALSO AS AN INVOICE .

Fund	Budget	Actual	Amount Paid	Budget Remaining	% Budget Remaining
0001 GENERAL FUND (CURRENT EXPENSE)	4,012,337.00	426,854.06	18,897.67	3,566,585.27	89%
0002 ROAD & BRIDGE	395,870.00	16,119.89	1,294.79	378,455.32	96%
0006 DISTRICT COURT	332,870.00	28,023.24	119.46	304,727.30	92%
0008 JUSTICE	9,948,331.00	666,818.14	20,735.21	9,260,777.65	93%
0012 MISDEMEANOR PROBATION	716,625.00	68,081.45	11,516.51	637,027.04	89%
0013 911 COMMUNICATIONS	1,072,000.00	4,382.74	3,733.42	1,063,883.84	99%
0016 SOCIAL SERVICES	578,395.00	25,535.40	5,550.00	547,309.60	95%
0027 WEED & PEST	388,250.00	13,073.58	168.00	375,008.42	97%
0028 SNOWMOBILE	86,070.00	22.58	90.00	85,957.42	100%
0029 PHYSICAL FACILITIES	72,500.00	95.23	640.17	71,764.60	99%
			Total Amount Paid	62,745.23	

STATE OF IDAHO
CASSIA COUNTY

WE, THE CASSIA COUNTY COMMISSIONERS, BEING DULY SWORN DO HEREBY CERTIFY AND DECLARE THAT WE HAVE REVIEWED THE DEMANDS ENUMERATED AND REFERRED TO IN THE FOREGOING REGISTER, AND THAT THE SAME ARE TO THE BEST OF OUR KNOWLEDGE ACCURATE AND ARE JUST CLAIMS AGAINST THE COUNTY, AND THAT THERE ARE FUNDS AVAILABLE FOR PAYMENT THEREOF IN THE COUNTY TREASURY.

APPROVED FOR DISTRIBUTION AS OF _____


COMMISSIONER


COMMISSIONER


COMMISSIONER

* WARNING: This fund is over budget