



Cassia County Board of Commissioners

MEETING MINUTES

Monday, November 26, 2018

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

8:00 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) 8:00 AM Quarterly Jail review with Minidoka County at Mini-Cassia Criminal Justice Center
- 2) Call to order
- 3) Pledge of Allegiance and prayer
- 4) Roll call

9:11 AM **Roll Call.**

Present: Tim Darrington - Member, Paul Christensen - Member, Bob Kunau - Chair, Kerry McMurray - Assistant to Board (Not voting), Doug Abenroth - County Attorney (Not voting), Sharene Ahlin - Deputy Clerk (Not voting).

- 5) 9:12 AM Calendar, meetings, and correspondence
 - a. Jail Committee Meeting 8:00 AM on Tuesday, 11/27/2018
 - b. Solid Waste meeting Wednesday, 11/28/2018
 - c. Commissioner Christensen will be attending meetings in Boise the week of 12/2/2018
 - d. South Central Public Health meeting, Thursday, 11/29/2018
 - e. RC&D meeting in Twin Falls, Friday, 11/30/2018
- 6) Personnel Matters:
 - a. 10:42 AM Change of Status Requests
 - i. Sheriff's Office – Barbara Crocker - Driver's License – change to full time and cost of living increase
 - ii. Clerk's Office - Caylee Pfeifer – Deputy Clerk – Voluntary Resignation
 - iii. Additional cost of living increases by department:
 1. Sheriff's Office
 2. Prosecuting Attorney's Office
 3. Misdemeanor Probation Office
 4. Weed and Pest
 5. Assessor & Revaluation
 6. Mini Cassia Criminal Justice Center
 7. Treasurer Office
 8. Clerk's Office
 9. Public Defender's Office

**CASSIA COUNTY COMMISSION
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10:44 AM **Motion and Action:** Approve Change of Status Requests as presented, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.
Motion passed unanimously.

7) 9:17 AM Executive Session (for the purpose of discussing personnel matters)

9:17 AM 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.

Upon exit of Executive Session, the board took the matter under review.

8) 9:50 AM Review and sign letter for outside auditor

9:53 AM **Motion and Action:** Approve signing of letter for outside auditor, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.

Motion passed unanimously.

9) 9:54 AM Review and approve increase of Public Defender's salary from \$75,000 to \$85,000, motion needed

9:55 AM **Motion and Action:** Approve increase of Public Defender's salary, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

10) 9:56 AM Execute Resolution No. 2018-033 Salary and Wage increases

9:58 AM **Motion and Action:** Execute Resolution No 2018-033, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.

Motion passed unanimously.

11) 10:04 AM Execute FY 2019 Annual Snowmobile Grooming Program Operating Plan

10:05 AM **Motion and Action:** Execute FY 2019 Annual Snowmobile Grooming Program Operating Plan, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

12) 10:08 AM Approve minutes

10:08 AM **Motion and Action:** Approve minutes from 11/19/2018, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.

Motion passed unanimously.

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13) 10:08 AM Approve payables

10:08 AM **Motion and Action:** Approve payables presented on 11/26/2018, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.
Motion passed unanimously.

14) 10:40 AM Approve additional payables

10:40 AM Motion and Action: Approve additional payables presented on 11/26/2018, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.
Motion passed unanimously.

15) 10:06 AM Execute Resolution No. 2018-034 for the destruction of temporary records at the Assessor's office

10:07 AM **Motion and Action:** Execute Resolution No. 2018-034, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.
Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

16) 10:12 AM Executive Session (for the purpose of discussing indigent matters)

10:09 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.

10:39 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.

17) 9:23 AM Discuss and execute letter to Ben Bartlett about 2015 weed assessment and property taxes

- a) The letter replying to Ben Bartlett was read into the record.
- b) The county has taken the position of rejecting the offer of partial payment in the amount of \$10,000 for a delinquent balance due on the property.
- c) The property is secured by a lien with a mortgage. The county taxes and fees are a superior lien to the mortgage lien.
- d) Commissioner Christensen stated that Gordon Edwards was the weed supervisor at the time of the enforcement. He felt that the procedures in Idaho code would have been followed.
- e) Commissioner Darrington stated that Mr. Bartlett has chosen not to address the matters until he has been forced to do so. It is his opinion that the policy should be enforced.

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- f) Commissioner Kunau noted that Mr. Bartlett has made partial payments and asked if those payments would not have been credited to the oldest debt.
- g) Treasurer Greener stated that Mr. Bartlett had made payments with the condition that they be applied to other charges, but that they were not to be applied to the 2015 weed enforcement balance due.

9:29 AM Motion and Action: Execute letter to Ben Bartlett, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.
Motion passed unanimously.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

- 18) County cell phone inventory, purchase, billing and reimbursement policy follow-up and decision
- 19) 10:40 AM Procurement Policy follow-up and decision
- 20) 9:32 AM CAI software implementation update
- 21) 9:47 AM Training for Commissioners on how to view payables
- 22) 10:47 AM Adjourn

10:47 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/ _____

Sharene Ahlin

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.**

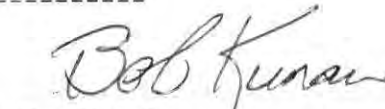
Fund	Budget	Actual	Amount Paid	Budget Remaining	% Budget Remaining
0001 GENERAL FUND (CURRENT EXPENSE)	4,012,337.00	644,496.12	1,779.71	3,366,061.17	84%
0002 ROAD & BRIDGE	395,870.00	30,171.72	427.32	365,270.96	92%
0008 JUSTICE	9,948,331.00	1,142,496.15	14,949.32	8,790,885.53	88%
0012 MISDEMEANOR PROBATION	716,625.00	121,291.08	625.46	594,708.46	83%
0013 911 COMMUNICATIONS	1,072,000.00	9,533.85	6,720.00	1,055,746.15	98%
0020 REVALUATION	332,835.00	34,463.30	495.59	297,876.11	89%
			Total Amount Paid	24,997.40	


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 11-26-18


COMMISSIONER


COMMISSIONER


COMMISSIONER

* WARNING: This fund is over budget

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Cassia County Commissioner Meeting

Attendance Log

Date: _____

	NAME (Please Print)	TOWN	REPRESENTING
1.	LEONARD Beck		Self
2.	Michael T. OTTLEY	Elba	CCNWC
3.	Melvin Larson	Burley	CCPA
4.	Laura Jensen	Burley	Treasurer
5.	JOE LARSEN	BURLEY	CLERK
6.	Heather Whitehead Evans	PARLEY	Auditor's
7.	Jay Howard	Oakley	Sheriff
8.	Kurt Smith	Burley	911
9.	George Wauvrell	Oakley	CCSO
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