



Cassia County Board of Commissioners MEETING MINUTES

Monday, December 24, 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) 9:01 AM Roll call

Roll Call.

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

- 4) 9:02 AM Calendar, meetings, and correspondence
 - a. Southern Idaho Solid Waste (SISW) meeting Tuesday, 1/22/2019
 - b. Christensen expressed the need to appoint a Board member to serve with the SISW.
 - c. Chairman Kunau will meet with the Commissioners-elect to determine assignments after the regular Board meeting today.
- 5) 9:02 AM Approval of Clerk's Office recommendations regarding junior college Certificate of Residency Forms

9:02 AM **Motion and Action:** Approve Clerk's Office recommendations to approve seven 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) 9:03 AM Personnel Matters:
 - a. Change of Status Request – Ag Extension Office - Elisa Sanchez - PT 4-H Assistant

9:04 AM **Motion and Action:** Approve Change of Status Request as presented, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.

Motion passed unanimously.

- 7) 9:13 AM Executive Session (for the purpose of discussing personnel matters)

9:13 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.

**CASSIA COUNTY COMMISSION
REGULAR SESSION
Monday, December 24, 2018**

9:23 AM Upon exit of Executive Session, the board took the matter under advisement.

- 8) 9:24 AM Discuss and respond to application for permit to appropriate natural flow waters from Snake River for soft conversion and recharge purposes by Magic Valley Ground Water District
 - a) Christensen suggested that a letter be drafted supporting the recharging of the aquifer.
 - b) Leonard Beck discussed that recharging at Jackson does not prove much. He believes that Magic Valley may be getting funding for this. He believes that a recharge at Jackson goes back to the river very fast. He recommended the commissioners be certain that it is beneficial.
 - c) Darrington suggested that letters be sent to MID and BID for comment
 - d) Kunau suggested that a letter be sent to Jackson Higgs stating that the BoCC will need supporting documentation from MID and BID before they can make any decision on the matter.
 - e) Kent Searle suggested contacting Southwest as they have a lot of experience with recharge.
 - f) Beck suggested contacting Brian Patten with IDWR in Boise for additional information
 - g) It was determined to have Jackson Higgs attend the next meeting of the BoCC to answer questions related to the matter.

- 9) 9:05 AM Consider reappointment of Melanie Palmer to Planning & Zoning Commission

9:05 AM **Motion and Action:** Reappoint Melanie Palmer to Planning & Zoning Commission for a four-year term, **Moved by** Tim Darrington - Member, **Seconded by** Paul Christensen - Member.
Motion passed unanimously.

- 10) 9:34 AM Approve Request for Bid for Tower Sites for Cassia County Emergency Communications System
 - a. McMurray indicated that Commissioner-elect Kent Searle owns some interest in MKR, LLC that owns some tower sites throughout the County.
 - b. Four of those sites include County equipment on them used for covering a huge area for our emergency communications systems. They include Burley Butte, Kimama Butte, East Butte, and Cottrell Mountain.
 - c. Searle had concern about that. Abenroth contacted the Attorney General's Office requesting an opinion letter to make sure any legal issues were being avoided.
 - d. The Attorney General's Office said that once Searle is sworn in, we have a legal problem due to his involvement in a self-interested contract.
 - e. To remove that legal problem is to follow procurement rules under Title 68 and to put it out to bid unless there are fewer than three providers within the area of those towers.
 - f. Bid specifications were put together for space on somebody's tower to locate repeaters for that system to work.
 - g. A bid packet was put together to go to anyone who owns towers within those areas and ask them to bid on this and to follow the competitive bidding rules. Putting an appropriate contract together, in the estimation of the Attorney General's Office, would resolve the self-interested contract problem.
 - h. A bid packet was prepared for BoCC approval to seek quotes in providing tower sites and buildings to house equipment for the four mentioned areas. Specific requirements were enumerated by McMurray from that bid packet.
 - i. Currently the County is paying \$600 per year for each of the four sites mentioned.

- j. Procurement requirements include that where it is under \$50,000, at least three quotes from qualified bidders should be obtained. All tower site owners in the area have been notified so each would have an option to bid rather than just picking three as required.
- k. If approved by the Board, the bid packet will be sent out today to all tower site owners to effectuate a contract by 1/7/2019.
- l. A letter from Searle was provided for the record detailing his involvement in MKR, LLC, which holds interest in towers aforementioned. MKR intends to enter a bid to continue service to the County for those sites. The provided letter was to comply with Idaho Code § 18-1361 so as not be in violation with Idaho law in the event MKR submits the lowest bid. It also detailed that to the best of Searle's knowledge, he nor any relatives defined in the statute have participated in the preparation of the bid specifications or contract. Searle also stated that no improper solicitation of business has taken place in regard to this matter. Additionally, Searle stated he has no ownership interest in All Wireless, LLC.
- m. Specifications of at least minimally the same amount of coverage would be reviewed for that assurance by the 911 Advisory Committee.

9:45 AM **Motion and Action:** Sign request for bid for tower sites for Cassia County Emergency Communication Systems, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.
Motion passed unanimously.

11) 9:46 AM Approve payables

9:46 AM **Motion and Action:** Approve payables presented on 12/24/2018, **Moved by** Paul Christensen - Member, **Seconded by** Tim Darrington - Member.
Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

12) 9:07 AM Executive Session (for the purpose of discussing indigent matters)

9:07 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.

9:12 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.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

13) 9:47 AM Remodel of Assessor / DMV office

- a. Kunau talked with Assessor Dwight Davis about the matter and he will be working with the proposed contractor to see if the bid can fall below \$50,000.

**CASSIA COUNTY COMMISSION
REGULAR SESSION
Monday, December 24, 2018**

- b. McMurray stated they could attempt to get bids from three with Public Works Licenses. A bid doesn't need to be submitted, just an attempt to solicit the bid.
- c. He further stated that getting written specifications for the project from Davis would facilitate fine tuning a written request. That would likely help the issue to be resolved in a couple of weeks so they can move forward.

14) 9:49 AM Adjourn

9:49 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

23% 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)	3,943,347.00	933,787.95	9,474.89	3,000,084.16	76%
0004 AMBULANCE SERVICES	224,125.00	36,218.00	17,450.00	170,457.00	76%
0006 DISTRICT COURT	332,870.00	66,510.08	352.19	266,007.73	80%
0008 JUSTICE	8,876,165.00	1,751,017.48	11,573.80	7,113,573.72	80%
0015 ELECTION CONSOLIDATION	175,475.00	22,215.72	184.59	153,074.69	87%
0016 SOCIAL SERVICES	578,395.00	202,800.36	30,795.89	344,798.75	60%
0020 REVALUATION	332,835.00	53,521.25	404.81	278,908.94	84%
0029 PHYSICAL FACILITIES	72,500.00	5,107.81	291.82	67,100.37	93%
		Total Amount Paid	70,527.99		

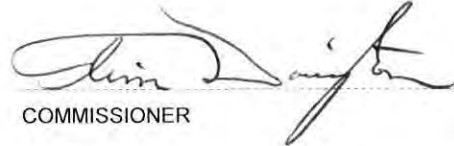
STATE OF IDAHO
CASSIA COUNTY

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 12-24-18


COMMISSIONER


COMMISSIONER


COMMISSIONER

* WARNING: This fund is over budget

Cassia County Commissioner Meeting

Attendance Log

Date: 12-24-2018

	NAME (Please Print)	TOWN	REPRESENTING
1.	Kent Sears	Burley	Self
2.	Jay Howard	County	sheriff
3.	Kevin Horan		CCSO
4.	Janet Berch	Burley	Social Services
5.	Joseph Beck	Burley	Self
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			
21.			
22.			
23.			
24.			