



Cassia County Board of Commissioners

MEETING MINUTES

Monday, April 3, 2023

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) 9:03 AM Call to order
- 2) Pledge of Allegiance and prayer
- 3) 9:06 AM Roll call

Roll Call.

Present: Leonard M. Beck – Chair, Kent R. Searle – Member, Bob Kunau - Member, Kerry McMurray - Assistant to Board (Not voting), McCord Larsen - County Attorney (Not voting), Sharene Ahlin – Deputy Clerk (Not voting).

- 4) 9:09 AM Amendment of agenda
 - a) Chair Beck discussed that given the length of the meetings at this time of year, that there may be a need for a lunch break. He asked McMurray if it would be appropriate to amend the agenda to include a lunch period, particularly if the Board members were to eat their lunch together.
 - b) McMurray advised that it would be appropriate to amend the agenda for such, and specified that the Board would not be able to take any action on any item added to the agenda as an amendment.

9:10 AM **Motion and Action:** Amend the agenda for this meeting pursuant to Idaho Code § 74-204 (4) (c) to include a lunch period for the Board from 12:15 PM – 1:30 PM, at Polo's Cafe, **Moved by** Kent R. Searle – Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

- 5) 9:06 AM Calendar, meetings, committee reports, and correspondence
 - a) Kunau presented an invoice received from Mid Snake Resource, Conservation and Development for the annual renewal membership.
 - b) Cassia Joint School District meeting at Morey's Restaurant on 4/6/2023 – Searle
 - c) Chair Beck stated that he and McMurray met with City of Burley officials, as well as members of the Fair Board, regarding fire issues and that a workable solution had been presented. They also discussed the proposed grandstands and any height restrictions that may apply. The City of Burley will look into the matters regarding the grandstands.
 - d) The Fair Board recently met and advised that the dimensions and orientation for the proposed dairy barn had been modified.
- 6) 9:11 AM Approve payables for 4/3/2023
 - a) Payables that had been previously approved during the meeting held on 3/20/2023 were provided to the Board for signatures.
 - b) Payables for 4/3/2023 were presented for approval.

CASSIA COUNTY COMMISSION
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Instrument # 2023001054

BURLEY, CASSIA, IDAHO

4-19-2023 10:32:28 AM No. of Pages: 10

Recorded for : CASSIA COUNTY COMMISSIONERS

JOSEPH LARSEN

Fee: 0.00

Ex-Officio Recorder Deputy

Index to: COMMISSIONERS MINUTES

EV

9:14 AM **Motion and Action:** Approve payables as presented on 4/3/2023 in the amount of \$230,124.78, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle – Member.
Motion passed unanimously.

7) 9:17 AM Approval of Clerk's Office recommendations regarding junior college Certificates of Residency

9:17 AM **Motion and Action:** Approve Clerk's Office recommendations to approve two junior college Certificates of Residency as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle – Member.
Motion passed unanimously.

8) 9:18 AM Personnel Matters - Change of Status Requests

- a) CCSO – Antonio Bernad – Sergeant Patrol Deputy (county) – promotion
- b) CCSO – Kyle Scouten – Patrol Deputy Uncertified (city) – transfer
- c) CCSO – Tanner Allred – Corporal Patrol Deputy (county) – promotion
- d) CCSO – Shelby Carr – Patrol Deputy Certified (city) – voluntary resignation
- e) MCCJC – Sergio Ramizez – Detention Deputy (uncertified) – new hire
- f) MCCJC – Alexandra Juarez – Detention Deputy (certified) part time – new hire
- g) Public Defender – Marilyn Paul – Deputy Public Defender part time (non PERSI eligible)

9:22 AM **Motion and Action:** Approve Change of Status Requests as presented, **Moved by** Kent R. Searle – Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

- h) 3:12 PM MCCJC – Sergio Ramizez – Detention Deputy (uncertified) – new hire
 - i) A Change of Status Request was presented to the Board again for a change from what was originally presented.
 - ii) The effective date of hire was changed from 4/18/2023 to 4/17/2023.

3:13 PM **Motion and Action:** Approve Change of Status Request as presented, **Moved by** Kent R. Searle – Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

9) 10:00 AM Executive Sessions

10:00 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (d) to consider records that are exempt from public disclosure,

Moved by Kent R. Searle – Member, **Seconded by** Bob Kunau - Member.

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

Yes: Kent R. Searle - Member, Bob Kunau - Member, Leonard M. Beck - Chair.

10:09 AM Upon exit of Executive Session, the Board took the matter under advisement.

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10:09 AM **Motion and Action:** Approve recommendations of the Social Services Director regarding indigent matters, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle – Member.
Motion passed unanimously.

10:13 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (a) to consider personnel evaluation in hiring, Idaho Code § 74-206 (1) (b) to consider personnel issues,
Moved by Kent R. Searle – Member, **Seconded by** Bob Kunau - Member.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).
Yes: Kent R. Searle - Member, Bob Kunau - Member, Leonard M. Beck - Chair.

10:37 AM Upon exit of Executive Session, the Board took the matter under advisement.

11:58 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (b) to consider personnel issues, and Idaho Code § 74-206 (1) (d) to consider records that are exempt from public disclosure,
by Kent R. Searle – Member, **Seconded by** Bob Kunau - Member.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).
Yes: Kent R. Searle - Member, Bob Kunau - Member, Leonard M. Beck - Chair.

12:21 PM Upon exit of Executive Session, the Board took the matter under advisement.

2:24 PM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (b) to consider personnel issues and Idaho Code § 74-206 (1) (d) to consider records that are exempt from public disclosure,
Moved by Kent R. Searle – Member, **Seconded by** Bob Kunau - Member.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).
Yes: Kent R. Searle - Member, Bob Kunau - Member, Leonard M. Beck - Chair.

3:11 PM Upon exit of Executive Session, the Board took the matter under advisement.

- 11) 9:24 AM Discuss requested information and reports from the Public Defense Commission and execute appropriate follow-up letters
- a) Correspondence from Clerk Larsen regarding Public Defense Commission reporting was reviewed.
 - b) Matter will be placed on the agenda for the next meeting.

SCHEDULED ACTION AGENDA ITEMS

- 12) 9:28 AM Consider request for purchase of firearms for Misdemeanor Probation – Prewitt
- a) Captain Thompson discussed that with the purchase will be for eight generation five G17 or G47 pistols, with holsters, lights and holographic sights.
 - b) He stated that the current duty weapons will be traded in to defray the costs.
 - c) The employees will be given the option to purchase their duty weapons back from the vendor.
 - d) Misdemeanor Probation Director Amber Prewitt discussed that the total purchase will be \$8,240.00, trade in value will be \$2,225.00, and the total remaining cost is \$6,015.00.
 - e) It was discussed that all employees intend to purchase their duty weapons back.

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9:35 AM **Motion and Action:** Approve purchase of firearms for Misdemeanor Probation in the amount of \$6,015.00 as presented, **Moved by** Kent R. Searle – Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

13) 9:37 AM Property tax exemption request from Water's Edge Fellowship - Assessor's Office

- a) Matter was presented by Ms. Eames. She stated that she is selling the property in question to Water's Edge Fellowship. A copy of an unrecorded purchase agreement between Water's Edge Fellowship and Eames was presented for review.
- b) It was discussed that the parcel in question was owned by Eames. Mirella Mancias, Chief Deputy Assessor, will meet with the applicant to discuss the matter further.
- c) It was discussed that the deadline for requests for exemption to be made was 4/15/2023. Applicant was encouraged to consult with a qualified attorney regarding the matter.
- d) Matter to be placed on the agenda for the next meeting for follow up.

14) 9:46 AM Property tax exemption request from LDS Church parcels - Assessor's Office

- a) Mirella Mancias presented the request for exemption received from the Church of Jesus Christ of Latter-day Saints.
- b) Mancias discussed a list of the parcels that they were requesting exemption on that was provided.
- c) The Board requested a map of the parcels in question from Mancias.
- d) Matter to be considered at the next meeting of the Board.

15) 9:55 AM Designate polling places for the May 16, 2023 Consolidated Election, I.C. 34-302

9:59 AM **Motion and Action:** Approve polling places as designated for the 5/16/2023 Consolidated Election as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle – Member
Motion passed unanimously.

16) 10:10 AM Schedule FY2024 Budget Hearing for Cassia County and County Road and Bridge

- a) The Road and Bridge Budget hearing will be scheduled for 9:30 AM on Monday, 8/21/2023.
- b) The County budget hearing will be scheduled for 9:40 AM on Monday, 8/21/2023.

10:11 AM **Motion and Action:** Approve scheduling the Road and Bridge budget hearing for 9:30 AM, and the County budget hearing for 9:40 AM, both on 8/21/2023 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle – Member
Motion passed unanimously.

17) 10:12 AM Discuss Extension Educator position in Extension Office – Packham

- a) M.J. Fisher, District Director, was introduced by Joel Packham.
- b) Packham stated that he will be vacating his position 5/31/2023.
- c) Matter to be discussed at a future meeting.

18) 10:38 AM Discussion with Power County Commissioners regarding Gateway West (via zoom)

- a) The Power County Commissioners discussed that there was Resolution No. 2010-03 in regards to the matter. An additional resolution was done in 2012 that covered the areas designated.
- b) The intent of the previous efforts was to establish corridors where the counties would recommend for installation of transmission lines.

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- c) Brent Stoker discussed that McMurray may have a copy of any previous written agreement between the counties.
 - d) Chair Beck felt that there is more clout when adjoining counties sign the same letter in regards to the matter. Commissioner Searle agreed and suggested that they get a copy of the map that shows the corridor that was previously agreed to be recommended.
 - e) A joint meeting was suggested, to include the project manager Ms. Roberts, as well as commissioners from each of the affected counties.
 - f) It was discussed that the counties may wish to sign an agreement for a joint effort – Power County will take the lead in the matter, and will work directly with McMurray in coordinating the efforts.
 - g) The matter will be placed on a future agenda.
- 19) 11:06 AM Legislative session review
- a) District 27 Representatives Clay Handy and Doug Pickett and Senator Kelly Anthon met with the Board to review the recently completed legislative session.
 - b) Each detailed various bills that were passed, defeated, and those that never made it out of committee.
 - c) 11:07 AM Representative Clay Handy
 - d) 11:16 AM Representative Pickett
 - e) 11:07 AM Senator Anthon
- 20) 12:21 PM Lunch at Polo's (1251 Overland Ave, Burley)
- 21) 1:31 PM Reconvene
- 22) 1:31 PM Budget Workshops
- a) 1:32 PM Fair & Rodeo – Carla Beck
 - i) No staffing level changes are anticipated.
 - ii) No equipment or vehicle purchases are anticipated. Beck did discuss the need for an implement to be used for grooming the arena.
 - iii) The cost for the stock contractor has increased by about \$8,000, and is anticipated to better the rodeo overall.
 - iv) Capital improvements were discussed, to include:
 - (1) Grandstands
 - (2) Electrical in vendor areas
 - (3) Water and sewer lines for vendor booths
 - (4) There is need for a dairy barn.
 - b) 1:43 PM Misdemeanor Probation – Director Amber Prewitt
 - i) Prewitt stated that there will be a need to purchase a newer vehicle within the next five years.
 - ii) There is one long term employee that may retire in the coming year.
 - iii) No staffing changes are anticipated.
 - iv) A need to purchase new firearms has been identified. There is a hope to complete those purchases within the current fiscal year. If that is not possible, then they would request that the purchase of firearms be budgeted for in the coming year.
 - c) 1:55 PM Sheriff's Office – Sheriff Warrell
 - i) Warrell is requesting two additional deputies, the expense is to be funded with COPS grant.
 - ii) Warrell would prefer to promote one to a sergeant.
 - iii) There is a requested promotion for a 20-year lieutenant with an increase of \$2.00 per hour.
 - iv) Warrell stated that the increased costs for patrol vehicles, ammunition, as well as fuel costs.
 - v) A CAD/RMS system is planned for. There has previously been \$100,000 earmarked for that.

- vi) Mobile data terminals may need replaced in the patrol vehicles, as they are aging and out of date.
- vii) A long-range capital project is requested. There is hope to modify the existing law enforcement center by moving the Driver's License Office and restructuring the front offices. The original bid was \$93,000.
- viii) \$14,000 was earmarked last year to purchase body cameras on a possible grant. The grant was not approved. An additional \$14,000 will be needed for body cameras.
- ix) The ILETs contract is scheduled to increase by \$2,700.
- d) 2:11 PM MCCJC – Jail Director Shannon Taylor
 - i) There is a possibility of two long term deputies retiring in the coming year.
 - ii) There is a request for promotion for one to Master Deputy, and three to Senior Deputy.
 - iii) PST Camera system and an updated server are needed, cost is estimated at \$45,000. Those are needed to ensure PREA compliance.
 - iv) Body scanner is requested, would be used to detect drugs, cost is estimated at \$100,000.
 - v) The Jail Management System upgrade (CAD System) will have an estimated cost of \$50,000.
 - vi) The following long -range capital projects were listed:
 - (1) Replace Stucco siding on facility exterior
 - (2) Remodel booking cage
 - (3) It was suggested that any excess revenues received for housing may be used to fund the long-range capital projects.
 - (4) There will be a need to include heat pump replacements each year.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

- 23) 3:14 PM Discuss cost of living increases
 - a) A spreadsheet detailing current salaries was discussed.
 - b) It was discussed that some time should be taken to review the document. Matter may be discussed during a future meeting.
- 24) 3:15 PM erstad discussion, consider proposal of new building
 - a) It was discussed that the matter is subject to further review and will be included on a future agenda.
 - b) Kunau suggested that it would be beneficial to allow space for future expansion.
- 25) 9:26 AM 3:17 PM Discuss and decide on Lava Ridge Resolution
 - a) The proposed signing is Thursday 4/6/2023.
 - b) It was discussed that the Board had not seen a current resolution on the matter.
 - c) Chair Beck will follow up on the matter to request what the language changes were.
- 26) 3:19 PM Review portions of previously presented ordinance changes
 - a) It was advised that comments may not be taken while the Board is in deliberations on the matter.
 - b) McMurray suggested that the Board place the item on the agenda for deliberations during an upcoming meeting.

27) 3:27 PM Adjourn

3:27 PM **Motion and Action:** Adjourn, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle – Member.
Motion passed unanimously.

APPROVED:



Leonard M. Beck, Chair

DEPUTY CLERK OF THE BOARD:



Sharene Ahlin

SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS

50% OF FISCAL YEAR ELAPSED

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

Fund	Budget	Actual	Demand/Claims Amt	Budget Remaining	% Budget Remaining
0001 GENERAL FUND (CURRENT EXPENSE)	5,237,898.00	2,425,808.34	7,442.31	2,812,089.66	54%
0002 ROAD & BRIDGE	579,720.00	228,586.85	193.07	351,133.15	61%
0008 JUSTICE FUND	12,291,405.00	5,711,721.14	34,068.59	6,579,683.86	54%
0012 M-C MISDEMEANOR PROBATION	1,098,450.00	506,468.97	3,488.71	591,981.03	54%
0013 911 COMMUNICATIONS	871,000.00	77,651.69	369.10	793,348.31	91%
0015 CONSOLIDATED ELECTIONS	217,865.00	20,256.37	14,923.38	197,608.63	91%
0016 SOCIAL SERVICES-ASSISTANCE	747,118.00	116,795.90	11,202.50	630,322.10	84%
0029 PHYSICAL FACILITIES	274,300.00	636,816.56	84,913.87	-362,516.56	-132% *
0048 EMPLOYEE BENEFITS FUND	3,621,490.00	1,470,402.67	73,523.25	2,151,087.33	59%
		Total Amount Paid	230,124.78		

STATE OF IDAHO
CASSIA COUNTY

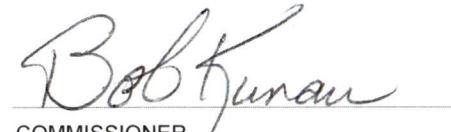
WE, THE CASSIA COUNTY COMMISSIONERS, BEING DULY SWORN DO HEREBY CERTIFY AND DECLARE THAT
WE HAVE REVIEWED THE DEMANDS ENUMERATED AND REFERRED TO IN THE FOREGOING REGISTER, AND THAT THE SAME ARE
TO THE BEST OF OUR KNOWLEDGE ACCURATE AND ARE JUST CLAIMS AGAINST THE COUNTY, AND THAT THERE ARE FUNDS
AVAILABLE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

APPROVED FOR DISTRIBUTION AS OF _____

4-3-2023


COMMISSIONER


COMMISSIONER


COMMISSIONER

* WARNING: This fund is over budget

Cassia County Commissioner Meeting

Attendance Log

Date: 04-03-2023

NAME (Please Print)	TOWN	REPRESENTING
1. Zack Lanier	Asper +	Cassia County Farm Bureau
2. George Warrell	Oakley	Sheriff
3. Jo Thompson		CCSO
4. Amber Prewitt	Burley	Probation
5. Darla Eames	Burley	Water's Edge
6. Mirella Mancias	Burley	Assessors
7. Susan Kede	Alma	Electr.
8. Joel Packham	Declo	UofI Extension
9. MS Fisher	Twin Falls	UofI Extension
10. Brent Stoker	Burley	Gateway Task Force
11. Carla Beck	Burley	Fair Board
12. Shannon Taylor		Jail
13. Heather Whitehead Evans	Burley	Auditors
14. Don Lickett	Oakley	Pickett Ranch
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