



Cassia County Board of Commissioners

MEETING MINUTES

Monday, April 17, 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) 9:05 AM Call to order
- 2) Pledge of Allegiance and prayer
- 3) 9:06 AM Roll call

Roll Call.

Present: Leonard Beck - Chair, Kent Searle - Member, Bob Kunau - Member, Kerry McMurray - Assistant to Board (Not voting), Cally Velasquez - Deputy Clerk (Not voting).

- 4) 9:06 AM Calendar, meetings, committee reports, and correspondence were reviewed.
 - a. 4/19/2023 - South Central Public Health Board meeting at 1:00 pm - Kunau
 - b. 4/19/2023 - Mid Snake River meeting at 11:00 AM
 - c. 4/20/2023 - Planning and Zoning meeting at 3:00 PM
 - d. 4/21/2023 - Law Enforcement training presentation on school shooters and mass casualty situations at the King Fine Arts Center
 - e. 1:55 PM The monthly ambulance report and the Howell Canyon Road report from Burley Highway District were noted as having been received.
 - f. A letter was received from the State Tax Commission to the Assessor regarding some assessed property types within the county.
- 5) 9:17 AM Approve payables for 4/17/2023

9:17 AM **Motion and Action:** Approve payables presented on 4/17/2023, **Moved by** Bob Kunau - Member, **Seconded by** Kent Searle - Member.
Motion passed unanimously.

- 6) 9:19 AM Approve minutes from 3/27/2023, 4/3/2023, and 4/10/2023

9:19 AM **Motion and Action:** Approve minutes from 3/27/2023, **Moved by** Kent Searle - Member, **Seconded by** Bob Kunau - Member.

- a. Kunau requested clarification on the department head report from Sheriff Warrell about the count of inmates reported on that day.

9:21 AM Motion to approve minutes for 3/27/2023 was withdrawn.

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Instrument # 2023001109

BURLEY, CASSIA, IDAHO

4-24-2023 01:13:12 PM No. of Pages: 9

Recorded for : CASSIA COUNTY COMMISSIONERS

JOSEPH LARSEN

Fee: 0.00

Ex-Officio Recorder Deputy

Index to: COMMISSIONERS MINUTES

EV

- b. 10:42 AM Undersheriff Thompson corrected the numbers given on the inmate census. It had been reported that there was a total of 160 inmates but the correct number was 146 with the following breakdown: 53 from Cassia, 36 from Minidoka, one from ICE, 37 from IDOC, 18 US Marshall holds and one other.
- c. The minutes for 3/27/2023 will be held over until next week.

9:20 AM **Motion and Action:** Approve minutes from 4/3/2023, **Moved by** Bob Kunau - Member, **Seconded by** Kent Searle - Member
Motion passed unanimously.

9:21 AM **Motion and Action:** Approve minutes from 4/10/2023, **Moved by** Bob Kunau - Member, **Seconded by** Kent Searle - Member
Motion passed unanimously.

- 7) 11:01 AM Review and approve alcoholic beverage licenses for which there is a transcribable verbatim record of the proceedings.
- a. Mr. Gas #80248 - License Transfer: Canned/Bottled Beer OFF premises, Retail Wine
 - b. Mr. Gas #80250 - License Transfer: Canned/Bottled Beer OFF premises, Retail Wine

11:02 AM **Motion and Action:** Enter hearing for Alcoholic Beverage Licenses, **Moved by** Bob Kunau - Member, **Seconded by** Kent Searle - Member.
Motion passed unanimously.

11:05 AM **Motion and Action:** Approve alcoholic beverage license transfers for Mr. Gas #80248 and #80250 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent Searle - Member.
Motion passed unanimously.

11:06 AM **Motion and Action:** Exit hearing for Alcoholic Beverage Licenses Exit the hearing, **Moved by** Bob Kunau - Member, **Seconded by** Kent Searle - Member.
Motion passed unanimously.

11:06 AM **Motion and Action:** Approve alcoholic beverage license transfers for Mr. Gas #80248 and #80250 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent Searle - Member.
Motion passed unanimously.

- 8) 11:09 AM Approval of Clerk's Office recommendations of junior college Certificate of Residency Forms

11:09 AM **Motion and Action:** Approve Clerk's Office recommendations to approve two junior college Certificate of Residency Forms as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent Searle - Member.
Motion passed unanimously.

- 9) 11:10 AM Approval of Synopsis for March 2023 - none at this time

- 10) 11:10 AM Personnel Matters: Change of Status Requests

- a. CCSO - Tristin Carsner - Patrol Deputy Uncertified City - new hire

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- b. Snowmobile - Mason Zimmerman - Seasonal Snow Groomer - termination
- c. Snowmobile - Kelton Hitt - Seasonal Snow Groomer - termination
- d. Snowmobile - Riken Schulthies - Seasonal Snow Groomer - termination
- e. Snowmobile - Kraig Franks - Seasonal Groomer Coordinator - termination

11:11 AM **Motion and Action:** Approve Change of Status Requests as presented, **Moved by** Kent Searle - Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

11) 11:38 AM Executive Session

11:38 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (b) to consider personnel issues, Idaho Code § 74-206 (1) (c) to deliberate acquisition of an interest in real property and Idaho Code § 74-206 (1) (d) to consider records that are exempt from public disclosure, **Moved by** Kent Searle - Member, **Seconded by** Bob Kunau - Member.

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

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

1:36 PM Upon exit of Executive Session, the board took the matter under review.

1:58 PM Executive Session

1:58 PM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (b) to consider personnel issues, **Moved by** Kent Searle - Member, **Seconded by** Bob Kunau - Member.

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

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

2:10 PM Upon exit of Executive Session, the board took the matter under review.

12) 11:14 AM Approve Multi-County Resolution No. 2023-01 for Wind Projects on Public Land

11:14 AM **Motion and Action:** Approve Multi-County Resolution No. 2023-01 for Wind Projects on Public Land as presented, **Moved by** Kent Searle - Member, **Seconded by** Bob Kunau - Member.
Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

13) 9:22 AM Veteran's Service Officer update

- a. Driscoll reported on March 2023's activities.
- b. Beck asked if the monthly report could also show the three previous months' history for comparison.

14) 9:27 AM FY2023 2nd Quarter - Quarterly Financial Statement - Clerk Larsen

- a. Clerk Larsen provided for the Board the Budget Statistic Summary report and Treasurer and Auditor Joint Quarterly report for review.

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- b. He reported that with 50% of the fiscal year lapsed, the financial position of Cassia County is healthy. Revenues countywide are 50.7% received for the year. Expenditures are at 44.5% year-to-date.
- c. Interest bearing accounts have fund balances higher than anticipated due to higher interest rate earning.

15) 9:45 AM 2022 overview and currently available funding opportunities - Jeff McCurdy (Region IV) and Mary Hollenbeck (REDS program)

- a. Region IV Development assisted the City of Oakley in seeking emergency funding to help with their well that went dry.
- b. They have been working with the City of Albion in upgrading their water system.
- c. They are continuing their work trying to get the Malta Fire District a new fire station.
- d. Their work also includes revolving loans to small businesses that would not otherwise be able to receive traditional financing. Last year, for Cassia County, they were able to fund four loans that totaled \$911,000.00. This leveraged projects that were worth just over \$3.2 million dollars.
- e. The Rural Economic Development Services (REDS) program is meant for small communities to be able to help the small businesses within them connect to federal and state dollars designed to help them be successful.
- f. Region IV is about to launch a new revolving loan fund program because of ARPA funds received which translates to about \$7,000,000.00 more dollars to loan to small businesses.

16) 10:37 AM Discuss and approve the purchase of two patrol vehicles for the Sheriff's Office - Thompson

10:41 AM **Motion and Action:** Approve the purchase of two GMC Sierra ¾ ton 4-wheel drive pickups in the amount of \$44,842.00 each as presented, **Moved by** Kent Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

17) 10:05 AM Discuss Extension Educator position in Extension Office - Packham

- a. An executive Session was requested under Idaho Code § 74-206 (1) (b) to consider personnel issues.

10:06 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (b) to consider personnel issues, **Moved by** Bob Kunau - Member, **Seconded by** Kent Searle - Member.

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

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

10:37 AM Upon exit of Executive Session, the board took the matter under review.

18) 10:45 AM Review and approve DL Evans Bank Signature Cards/Resolutions for eight checking accounts.

- a. New signature cards for DL Evans Bank accounts are needed because of a new employee in the Treasurer's Office. It was agreed to make motions for each of the accounts individually.

10:49 AM **Motion and Action:** Approve signing the DL Evans Bank signature card and resolution for the Treasurer's Checking account as presented by Treasurer Greener, **Moved by** Kent Searle - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

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10:53 AM **Motion and Action:** Approve signing the DL Evans Bank signature card and resolution for the Treasurer's Repurchase account as presented by Treasurer Greener, **Moved by** Bob Kunau - Member, **Seconded by** Kent Searle - Member.

Motion passed unanimously.

10:54 AM **Motion and Action:** Approve signing the DL Evans Bank signature card and resolution for the Treasurer's Withholding account as presented by Treasurer Greener, **Moved by** Kent Searle - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

10:55 AM **Motion and Action:** Approve signing the DL Evans Bank signature card and resolution for the 911 Checking account as presented by Treasurer Greener, **Moved by** Kent Searle - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

10:56 AM **Motion and Action:** Approve signing the DL Evans Bank signature card and resolution for the 911 Repurchasing account as presented by Treasurer Greener, **Moved by** Kent Searle - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

10:57 AM **Motion and Action:** Approve signing the DL Evans Bank signature card and resolution for the ARPA Fund account as presented by Treasurer Greener, **Moved by** Bob Kunau - Member, **Seconded by** Kent Searle - Member.

Motion passed unanimously.

10:59 AM **Motion and Action:** Approve signing the DL Evans Bank signature card and resolution for the ARPA Repurchasing account as presented by Treasurer Greener, **Moved by** Bob Kunau - Member, **Seconded by** Kent Searle - Member.

Motion passed unanimously.

11:00 AM **Motion and Action:** Approve signing the DL Evans Bank signature card and resolution for the Tax Collector Account as presented by Treasurer Greener, **Moved by** Kent Searle - Member, **Seconded by** Bob Kunau - Member.

Motion passed unanimously.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

19) 11:15 AM Deliberate on a decision regarding proposed zoning and subdivision ordinance amendments

- a. Mr. McMurray briefly reviewed the proposed changes. At the discretion of the Board, they may choose to accept some, all, or none of the changes proposed.
- b. Chair Beck asked that each of the changes demonstrate compatibility with the comprehensive plan and then it will be reviewed again next week.

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20) 11:37 AM Review and deliberate FY2024 Budget matters.

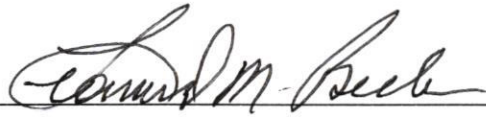
- a. 1:36 PM The matter was revisited. The Auditor's Office brought up spreadsheets for each Commissioner to review and fill in their individual priorities on the departmental requests for the new budget year. Deputy Auditor Evans asked that this be done by the end of the week.
- b. The Board will plan on meeting the Tuesday following a Monday holiday for both Memorial Day and Juneteenth holidays but will not meet during the week on Independence Day in July.
- c. Evans also reminded the Board that as part of the grant application for next fiscal year from the PDC, approximate salaries and benefits will need to be determined so that the application can be completed and turned in within the next few weeks.

21) 1:58 PM Discuss proposed construction of county facility - Kunau requested that they set apart some time to discuss the matter so that erstad can get going and finish up their plans.

22) 2:11 PM Adjourn

2:11 PM **Motion and Action:** Adjourn, **Moved by** Bob Kunau - Member, **Seconded by** Kent Searle - Member. Motion passed unanimously.

APPROVED:



Leonard M. Beck, Chair

DEPUTY CLERK OF THE BOARD:



Cally Velasquez

SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS
53% OF FISCAL YEAR ELAPSED
*** UNAPPROVED DEMANDS APPEAR IN ACTUALS AND ALSO AS AN INVOICE .**

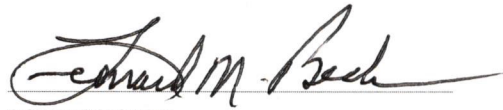
Fund	Budget	Actual	Demand/Claims Amt	Budget Remaining	% Budget Remaining
0001 GENERAL FUND (CURRENT EXPENSE)	5,237,898.00	2,627,069.88	3,981.90	2,610,828.12	50%
0002 ROAD & BRIDGE	579,720.00	318,464.19	7,894.03	261,255.81	45%
0006 DISTRICT COURT	374,120.00	171,841.96	190.00	202,278.04	54%
0008 JUSTICE FUND	12,291,405.00	6,184,570.34	46,965.65	6,106,834.66	50%
0015 CONSOLIDATED ELECTIONS	217,865.00	38,674.59	57.25	179,190.41	82%
0016 SOCIAL SERVICES-ASSISTANCE	747,118.00	130,614.90	1,437.75	616,503.10	83%
0020 REVALUATION	452,825.00	207,891.84	89.60	244,933.16	54%
0027 NOXIOUS WEED & PEST	426,030.00	145,239.65	803.18	280,790.35	66%
0028 SNOWMOBILE	86,450.00	23,588.86	30.22	62,861.14	73%
0032 PREVENTIVE HEALTH FUND	272,300.00	157,583.16	22,684.44	114,716.84	42%
0048 EMPLOYEE BENEFITS FUND	3,621,490.00	1,655,668.89	63,069.31	1,965,821.11	54%
		Total Amount Paid	147,203.33		


STATE OF IDAHO
CASSIA COUNTY

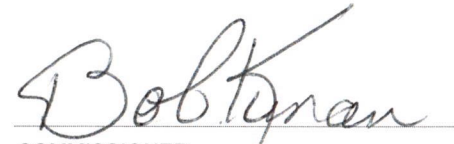
WE, THE CASSIA COUNTY COMMISSIONERS, BEING DULY SWORN DO HEREBY CERTIFY AND DECLARE THAT
WE HAVE REVIEWED THE DEMANDS ENUMERATED AND REFERRED TO IN THE FOREGOING REGISTER, AND THAT THE SAME ARE
TO THE BEST OF OUR KNOWLEDGE ACCURATE AND ARE JUST CLAIMS AGAINST THE COUNTY, AND THAT THERE ARE FUNDS
AVAILABLE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

APPROVED FOR DISTRIBUTION AS OF _____

4-17-2023


COMMISSIONER


COMMISSIONER


COMMISSIONER

* WARNING: This fund is over budget

Cassia County Commissioner Meeting

Attendance Log

Date: 4/17/2023

NAME (Please Print)	TOWN	REPRESENTING
1. J. Thompson		CCSO
2. Chuck Driscoll		Mini-Cassia VSO
3. George Warrell	Oakley	Sheriff
4. JOE WARRETT LARSEN	Burley	CLERK
5. Tyson Nelson	Burley	Burley Group
6. Joel Packham	Deds	U of I
7. Ernie Wittman	Burley	U of I
8. MS Fisher	Twin Falls	U of I
9. JEFF McClary	Twin Falls	CIWDA
10. Mary Hollenbeck	Twin Falls	REDS - rural economic develop ment
11. Laura Greener	Burley	Treasurer
12. Heather Whithead-Evans	Parley	Auditor's
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