



# Cassia County Board of Commissioners SPECIAL MEETING MINUTES

Wednesday, July 12, 2023

Minidoka County Courthouse - Commission Chambers  
715 G Street - Rupert, ID 83350

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.

- 1) 9:05 AM Call to Order
- 2) 9:05 AM Pledge of Allegiance and prayer

**Present:** Cassia County: Leonard M. Beck - Chair, Kent R. Searle - Member, Kerry McMurray - Assistant to Board (Not voting), Cally Velasquez - Deputy Clerk (Not voting).

Minidoka County: Wayne Schenk - Chair, Jared Orton - Member, Dan Schaeffer - Member, Mitzy Ramsey - Deputy Clerk (not voting)

- 3) 9:06 AM Meet with Minidoka County Commissioners for a review of joint budgets
  - a) 9:06 AM Juvenile Probation budget discussion
    - i) Minidoka County decided to approve a 5.5% cost-of-living increase for Minidoka County employees, which is an increase from the original estimate of 3%. The salaries and benefits for both A and D budgets were adjusted accordingly.
    - ii) The juvenile probation office also increased their budget to accommodate a request to purchase a new vehicle to replace one that has been having problems.
    - iii) 9:14 AM For Minidoka County, Schaeffer made a motion to approve the joint Juvenile Probation budget total in the amount of \$933,469.00, with Minidoka's portion being \$252,031.10, Orton seconded. Motion passed unanimously.

9:15 AM **Motion and Action:** Accept the proposed budget for the Juvenile Probation in the amount of \$933,469.00, with equal splits for both counties being \$252,031.10, **Moved by** Kent R. Searle - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed unanimously.

- b) 9:16 AM Juvenile Detention budget discussion
  - i) The A and D budgets were increased to account for the increased cost-of-living amounts that were approved. Minidoka County also reviewed their B budget needs and increased the requested amounts to account for needed upgrades to the facility. Upgrades and improvements included plumbing issues and bathroom fixtures repairs and replacements.
  - ii) Orton added that the command center system needs an upgrade. That will be considered for FY2025.
  - iii) Schenk requested that some time be set aside in the coming months to take an inspection tour of the detention facility that mirrors the inspections done at the jail.

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- iv) Safety and liability issues were brought up in relation to the observation cell and lock systems. Searle expressed he would rather get those issues taken care of as soon as possible to avoid future problems.
- v) Referencing the overall anticipated funds needed by both counties for all joint budgets, Deputy Auditor Evans said there may be funding from both counties currently allocated to the Mini-Cassia Criminal Justice Center's budget that could shift to the detention center without affecting the overall bottom line.
- vi) The possibility of using forfeiture funds or opioid funds to aid in the expenditures was discussed. Beck requested an addition of \$50,000.00 to be added to the budget to help towards those needed updates for safety and liability concerns.
- vii) Schenk directed the budget officers to pull an additional \$25,000.00 for each county from any future opioid monies received to cover the increase.
- viii) 9:49 AM For Minidoka County, Schaeffer made a motion to approve the Juvenile Detention budget total of \$1,527,566.00 with Minidoka's portion being \$681,830.27 and Cassia's portion being \$553,944.58, Orton seconded. Motion passed unanimously.

9:50 AM **Motion and Action:** Approve the Juvenile Detention budget of \$1,527,566.00 with Cassia's portion being \$553,944.58, **Moved by** Kent R. Searle - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed unanimously.

- c) 9:51 AM Public Defender budget discussion
  - i) There were no changes made to the previously approved A budget with regards to the 4.5% cost-of-living increase. Accrual payout lines were increased to account for the pending closeout of the program when the State takes over public defense.
  - ii) With the close-out, Deputy Auditor Evans expects there will be some refund of trust funds to both counties at the end of the FY2024.
  - iii) 9:59 AM For Minidoka County, Schaeffer motioned to accept the Public Defender's budget of \$1,274,085.00, with Minidoka's portion being \$406,379.34, Orton seconded. Motion passed unanimously.

10:01 AM **Motion and Action:** Approve the Public Defender's budget for FY2024 in the amount of \$1,274,085.00, with Cassia's portion being \$463,625.66, **Moved by** Kent R. Searle - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed unanimously.

- d) 10:01 AM Mini-Cassia Criminal Justice Center budget discussion
  - i) An increase in the extra help line was needed to pay for overtime of new jail tech positions. The jail tech position is a civilian position rather than a sworn deputy position so overtime is paid differently. There is still a cost savings in the different overtime wages as PERSI payments for civilians are much less than for sworn deputies.
  - ii) Needed repairs to the building and upgrades to the systems were itemized. These included minor repairs to the outside stucco on the front of the building, a booking cage remodel to install a full body scanner, and upgrades to the security system. These anticipated purchases account for the increase in the security system line-item budget from FY2023 at \$20,500.00 to a FY2024 projection of \$364,500.00.

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- iii) 10:27 AM For Minidoka County, Orton motioned to approve the FY2024 budget for Mini-Cassia Criminal Justice Center of \$5,313,930.00, with Minidoka's portion being \$1,500,358.00, Schaeffer seconded. Motion passed unanimously.

10:28 AM **Motion and Action:** Approve the FY2024 budget for Mini-Cassia Criminal Justice Center of \$5,313,930.00, with Cassia's portion being \$1,851,526.00, **Moved by** Kent R. Searle - Member, **Seconded by** Leonard M. Beck - Chair.  
Motion passed unanimously.

10:28 AM Minidoka Chair Schenk requested a short recess.

10:41 AM Reconvene

- e) 10:41 AM Adult Misdemeanor Probation budget discussion
  - i) Deputy Auditor Evans explained the increases to the A and D budgets from what was presented last time included recently approved wage increases for that department plus the calculated cost-of-living increase approved for FY2024.
  - ii) Minidoka Commissioners contended that the Cassia Commissioners inappropriately approved an immediate wage increase for that department when Minidoka had not agreed to such. There was a misunderstanding regarding Minidoka's intentions.
  - iii) Cassia County Commissioners offered to assume the full financial responsibility and consequences of any actions taken out of turn by Cassia County for the remainder of FY2023. Both boards discussed various options to rectify the misunderstanding and the best course of action going forward.
  - iv) A change in the B budget reflected the addition of \$7,000.00 for the purchase of a used van from another department. Minidoka Commissioners mentioned that their coroner is also looking for a replacement van.
  - v) Prosecutor Lance Stevenson for Minidoka County entered the meeting at approximately 11:00 AM.
  - vi) 11:34 AM Schaeffer motioned to approve an overall wage increase beginning October 1, 2023 of 12% for FY2024. Motion died for lack of second.
  - vii) After more discussion it was agreed that Minidoka County would ratify Cassia's approval of the wage increase and both Boards determined acceptable modifications to the FY2024 budget regarding wages and benefits.

11:49 AM **Motion and Action:** Cassia requested that Minidoka approve the motion made by Cassia County for the changes of status from Misdemeanor Probation submitted on June 26, effective July 2, and approve the A budget for FY2024 in the amount of \$564,565.00, **Moved by** Kent R. Searle - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed unanimously.

- viii) 11:51 AM For Minidoka County, Schenk motioned to approve the action of Cassia County in regards to the changes of status going into effect July 2<sup>nd</sup>, with an A budget for FY2024 being \$548,065.00, which is less the anticipated bonus of \$16,500.00, Orton seconded with a request to modify the motion to include that a bonus could be given from the remainder of that specified dollar amount if Director Prewitt wanted to lessen the amount of increase to wages she would assign to individual staff. Schenk agreed to the modification. After further discussion, Schenk withdrew his motion.

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- ix) 11:57 AM For Minidoka County, Schaeffer motioned to accept the A budget of \$564,565.00 that includes the \$16,500.00 for anticipated bonuses, Schenk seconded. Motion passed unanimously.
- x) 11:58 AM For Minidoka County, Schenk motioned to approve the changes of status for the wage increases that were approved by the joint board as well as Cassia Commissioners that were submitted June 26<sup>th</sup> and went into effect July 2<sup>nd</sup>, Schaeffer seconded. Motion passed unanimously.
- xi) 11:59 AM For Minidoka County, Schenk motioned to approve the Adult Misdemeanor Probation budget for FY2024 as the A budget of \$564,565.00, the D budget to represent whatever changes the new calculations from A budget come out to, and the B budget at \$298,000.00 and the total to the new figures with appropriate splits when it is calculated, Orton seconded. Motion passed unanimously.

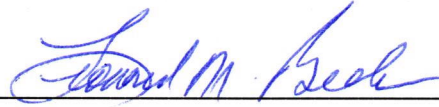
12:01 PM **Motion and Action:** Approve the Adult Misdemeanor Probation for FY2024 D budget according to calculations from the A budget previously approved at \$564,565.00, and the B budget of \$298,000.00, **Moved by** Kent R. Searle - Member, **Seconded by** Leonard M. Beck- Chair. Motion passed unanimously.

4) 12:03 Adjourn

- a) 12:03 PM For Minidoka County, Schenk announced the meeting was adjourned.

12:03 PM **Motion and Action:** Adjourn, **Moved by** Kent R. Searle - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed unanimously.

APPROVED:

A handwritten signature in blue ink, reading "Leonard M. Beck", is written over a horizontal line.

Leonard M. Beck, Chair

DEPUTY CLERK OF THE BOARD:

A handwritten signature in blue ink, reading "Cally Velasquez", is written over a horizontal line.

Cally Velasquez