



Cassia County Board of Commissioners SPECIAL MEETING MINUTES

Thursday, September 7, 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) 9:13 AM Call to order
- 2) Pledge of Allegiance and prayer
- 3) 9:14 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).

Also present: Joseph W. Larsen - Cassia Clerk, Heather Evans - Cassia Deputy Clerk, Tim Schneider - Mini-Cassia Chief Public Defender, Wayne Schenk - Minidoka Commissioner, Jared Orton - Minidoka Commissioner, Dan Schaeffer - Minidoka Commissioner, Tonya Page - Minidoka Clerk, Lance Stevenson - Minidoka Prosecutor

- 4) 9:15 AM Executive Session

9:15 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (b) to consider personnel issues, Idaho Code § 74-206 (1) (f) to communicate with legal counsel regarding pending/imminently-likely litigation, and Idaho Code § 74-206 (1) (i) to communicate with risk manager/insurer regarding pending/imminently-likely claims, **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.

9:52 AM Upon exit of Executive Session, the board took the matter under advisement.

Minidoka's Board of County Commissioners also participated in the 9:15 AM executive session.

9:58 AM **Motion and Action:** Enter Executive Session pursuant to 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.

10:25 AM Upon exit of Executive Session, the board took the matter under advisement.

CASSIA COUNTY COMMISSION
SPECIAL SESSION
Thursday, September 7, 2023

Instrument # 2023002951

BURLEY, CASSIA, IDAHO

9-11-2023 03:32:05 PM No. of Pages: 4

Recorded for : CASSIA COUNTY COMMISSIONERS

JOSEPH LARSEN

Fee: 0.00

Ex-Officio Recorder Deputy

Index to: COMMISSIONERS MINUTES

EV

10:27 AM **Motion and Action:** Enter Executive Session pursuant to 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.

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

- 5) 9:53 AM Further discussion and considerations for staffing matters for Mini-Cassia Public Defender's Office
- a) Salaries for current and future legal staff were considered.
 - b) An allowance for moving costs to aid in recruitment efforts was also discussed.

9:53 AM **Motion and Action:** Increase Mr. Schneider's salary to \$120,000, Mr. Edwards' salary to \$110,000, new hire salary to be between \$95,000 to \$100,000, as well as moving costs, and to approve pursuing a contract with Mr. Zollinger. **Moved by** Bob Kunau - Member,

- c) There was additional discussion of the need to include a signing bonus of \$5,000, to be divided into two equal payments, with half following hiring, and the other half at the end of a year of employment, as well as to specify a maximum amount of \$5,000 for moving costs.
- d) Commissioner Kunau stated that he would modify the motion to include those items.
- e) Motion was restated with the modifications.

9:55 AM **Motion and Action:** Increase Mr. Scheider's salary to \$120,000, Mr. Edwards' salary to \$110,000, new hire salary to be set between \$95,000 and \$100,000, to include a signing bonus of \$5,000 to be paid as \$2,500 following hire, and \$2,500 at the end of a year of employment, as well as moving expenses of up to \$5,000, and to pursue a contract with Mr. Zollinger. **Moved by** Bob Kunau – Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

9:57 AM Minidoka's Board of County Commissioners passed a similar motion, and then exited the meeting.

- 6) 10:25 AM Personnel Matters - Change of Status Requests
- a) Weed & Pest – Eric Boden – seasonal weed sprayer – seasonal termination
 - b) Mini Cassia Criminal Justice Center – Norma Calderon – detention deputy uncertified – new hire
 - c) Mini Cassia Criminal Justice Center – Nathali Ortezt Martinez – part time detention deputy – new hire

10:26 AM **Motion and Action:** Approve Change of Status Requests as presented **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

- 7) 11:00 AM Adjourn

11:00 AM **Motion and Action:** Adjourn, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

**CASSIA COUNTY COMMISSION
SPECIAL SESSION
Thursday, September 7, 2023**

APPROVED:



Leonard M. Beck, Chair

DEPUTY CLERK OF THE BOARD:



Sharene Ahlin

Cassia County Commissioner Meeting

Attendance Log

Date: 09-07-2023

| NAME (Please Print) | TOWN | REPRESENTING |
|----------------------|--------|----------------|
| 1. Wayne Schacht | Rupert | Mindaka County |
| 2. Dan Schaeffer | Rupert | Mindaka County |
| 3. Heather Whithead | Burley | Auditors |
| 4. JOE LARSEN | Burley | CLERK |
| 5. LANCE STEVENSON | Rupert | President |
| 6. Timothy Schneider | Burley | P. D. |
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