



Cassia County Board of Commissioners REGULAR MEETING MINUTES

Monday, September 11, 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), Cally Velasquez - Deputy Clerk (Not voting).

- 4) 9:07 AM Calendar, meetings, committee reports, and correspondence were reviewed.
 - a) 9/12/2023 - Joint Justice and Juvenile meetings at 7:30 AM - Searle
 - b) 9/12/2023 - Fair Board meeting at 7:00 PM - Beck
 - c) 9/14/2023 - Idaho Public Safety Communication Commission meeting - Searle
 - d) 9/20/2023 - Legislators' Tour of Solid Waste District at 8:30 AM followed by monthly meeting - Beck
 - e) 9/21/2023 - Volunteer Appreciation Dinner for those helping in the Fair and Rodeo last month
 - f) Chair Beck asked the Board for interest in considering a scholarship for the 2023 Cassia County Fair Queen and her two attendants totaling \$1,500.00.
 - g) The Board received a sponsorship invitation from the Minidoka and Cassia County Republican Central Committees for their consideration.
 - h) Notice was received that \$2,493.75 was due from the commissioners for the fat stock sale held at the recent county fair.
 - i) A thankyou card and gift certificate were signed for a couple that assisted the Commissioners in the Fair Parade.
 - j) Searle reported on his attendance at the REMSB meeting in which a new contract was being drafted in efforts to make the EMS community more sustainable. He expressed concerns with language being proposed and said he will be watching those developments carefully.
 - k) Beck reported a permittee's concern about dead trees near new fencing constructed after the Badger Fire being a hazard. Mr. McMurray was directed to work with Chair Beck to draft a letter to the Forest Service relaying that concern.
- 5) 9:10 AM Approve payables for 9/11/2023

9:10 AM **Motion and Action:** Approve payables as presented on 9/11/2023, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

CASSIA COUNTY COMMISSION
REGULAR SESSION
Monday, September 11, 2023

Instrument # 2023003025

BURLEY, CASSIA, IDAHO

9-18-2023 11:02:10 AM No. of Pages: 7

Recorded for : CASSIA COUNTY COMMISSIONERS

JOSEPH LARSEN

Fee: 0.00

Ex-Officio Recorder Deputy

Index to: COMMISSIONERS MINUTES

A handwritten signature in blue ink, appearing to be "JL", is written over the printed name "JOSEPH LARSEN".

6) 9:11 AM Approve minutes from 8/28/2023 and 9/7/2023

9:12 AM **Motion and Action:** Approve minutes from 8/28/2023 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9:14 AM **Motion and Action:** Approve minutes from 9/7/2023 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

7) 9:14 AM Approval of Clerk's Office recommendations regarding junior college Certificates of Residency

9:15 AM **Motion and Action:** Approve Clerk's Office recommendations to approve 47 and deny three junior college Certificates of Residency as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

8) 3:30 PM Personnel Matters - Change of Status Request

a) Courts - Devin Gleason - Law Clerk - voluntary resignation

3:31 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) 9:30 AM Executive Sessions

9:30 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, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member.

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

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

10:04 AM Upon exit of Executive Session, the board took the matter under advisement.

10:04 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.

2:14 PM Executive Session

2:14 PM **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** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member.

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

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

3:26 PM Upon exit of Executive Session, the board took the matter under advisement.

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10) 9:21 AM Review and approve Retirement Subdivision Plat

9:27 AM **Motion and Action:** Approve Retirement Subdivision Plat as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

11) 10:58 AM Authorize purchase of office equipment for Zoning & Building Department

- a) McMurray presented his request to purchase some iPads and associated equipment for his department in the amount of \$5,039.55.

11:02 AM **Motion and Action:** Authorize Mr. McMurray to purchase the office equipment for the Zoning & Building department as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

12) 11:17 AM Approval of purchase of truck for Building Department

- a) McMurray presented his request to purchase a 2024 Chevy Silverado 1500 Crew-cab pickup in the amount of \$46,014.00 from Kim Hansen dealership.

11:24 AM **Motion and Action:** Approve the purchase of a truck for the Zoning & Building department in the amount of \$46,014.00 out of the FY2024 budget, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

13) 1:58 PM Approve FY2024 Veterans Service Officer Contract

- a) After review, McMurray advised the Board to reexamine a new contract for FY2025.
- b) The current contract being presented for FY2024 was acceptable for FY2024.

1:59 PM **Motion and Action:** Approve the FY2024 Veterans Service Officer Contract as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

14) 9:30 AM Meeting with erstad Architects to discuss county building plans via Zoom - cancelled

15) 10:04 AM Joint animal facility discussion with City of Burley

- a) Senator Kelly Anthon was requested to give an introduction to a proposal for the construction of an animal facility jointly supported by the surrounding cities as well as Minidoka and Cassia Counties.
- b) Kevin Meier, a design assistant on the facility, reviewed plans for the construction of a 6,834 sq. ft. building that included surrender, isolation and adoption areas for efficient function.
- c) The Board took the matter under advisement.

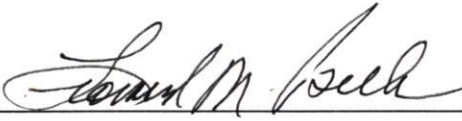
16) 10:32 AM Mini-Cassia Commer Authority summer report - Inouye

- a) Mr. Inouye reviewed his summer report on current projects of the Commerce Authority.
- b) He invited Commerce Authority board member, Todd Phillips, to present financing matters of their projects.
- c) The board shared concerns that current and developing projects will begin to affect the local infrastructure in a negative way. Inouye responded that growth always brings pain as communities adapt to change.

**CASSIA COUNTY COMMISSION
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- 17) 10:58 AM The contract with Elections Systems & Software for election equipment – postponed.
- 18) 11:04 AM Review and approve ethernet connection to Public Defender's office to the State of Idaho
- a) Commissioner Searle reported receiving a request to utilize a County fiber line from PMT, Syringa and the State. IT Director Burgess also received this request.
 - b) Burgess didn't see any issues with allowing PMT to use the fiber temporarily until they could construct their own facility in the spring.
 - c) The Board requested that either the State or PMT submit a formal request in writing.
- 19) 11:25 AM 4-H Sheep Project Presentation - Kelsee Adams
- a) Kelsee Adams, the owner of the lamb that was bought at the fair auction by the board, gave a presentation of her 4-H project with the lamb.
- 20) 11:39 AM Review and approve Law Enforcement Contract with the City of Burley - Searle
- a) Searle presented the red-lined Law Enforcement contract with changes introduced for the board's review. Changes made to verbiage, deadlines, and budgetary obligations were discussed.
 - b) Additional clarifying language was requested to be added. No formal acceptance of the contract was made as other agencies are still reviewing the contract as well.
- 21) 11:58 AM Recess for lunch
- 1:58 PM Reconvene
- 2:01 PM Prosecutor Larsen joined the meeting.
- 22) 2:02 PM Discussion with Jared Ricks about new state Public Defense program via Zoom
- a) In April of 2023 Mr. Ricks had submitted a FY2022 report and wanted to visit with the Commissioners for any questions they may have had regarding the report. The Board did not have any questions on the matter.
 - b) Mr. Ricks also gave a brief update regarding the transition to the new State Public Defense System. He offered to be available at any time as questions may arise during this process.
- UNFINISHED BUSINESS ACTION AGENDA ITEMS**
- 23) 3:27 PM Proposed County Building Discussion
- a) McMurray relayed a communication he just received from erstad Architects regarding the next required steps in the project development.
- 24) 11:56 AM Consider appointing new member to Industrial Development Corporation Board
- a) McMurray is still waiting for an individual to respond to the invitation for appointment.
- 25) 3:32 PM Adjourn
- 3:32 PM **Motion and Action:** Adjourn, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

APPROVED:

A handwritten signature in black ink, appearing to read "Leonard M. Beck", written over a horizontal line.

Leonard M. Beck, Chair

DEPUTY CLERK OF THE BOARD:

A handwritten signature in blue ink, appearing to read "Cally Velasquez", written over a horizontal line.

Cally Velasquez

SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS

94% 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	4,235,071.63	83,255.31	1,002,826.37	19%
0002 ROAD & BRIDGE	579,720.00	467,501.31	4,250.63	112,218.69	19%
0003 EMERGENCY MEDICAL SERVICES	20,000.00	1,500.00	7,999.98	18,500.00	93%
0004 AMBULANCE SERVICES	262,850.00	212,537.70	29,029.15	50,312.30	19%
0006 DISTRICT COURT	374,120.00	274,860.12	4,913.38	99,259.88	27%
0008 JUSTICE FUND	12,291,405.00	10,629,075.99	223,400.72	1,662,329.01	14%
0012 M-C MISDEMEANOR PROBATION	1,098,450.00	959,295.43	18,025.24	139,154.57	13%
0013 911 COMMUNICATIONS	871,000.00	158,510.09	6,271.14	712,489.91	82%
0015 CONSOLIDATED ELECTIONS	217,865.00	60,525.50	3,098.23	157,339.50	72%
0016 SOCIAL SERVICES-ASSISTANCE	747,118.00	276,426.94	13,552.41	470,691.06	63%
0018 CASSIA COUNTY FAIR	270,708.00	208,274.54	1,392.00	62,433.46	23%
0020 REVALUATION	452,825.00	369,344.73	9,180.19	83,480.27	18%
0025 WATERWAYS	50,000.00	9,824.72	12,498.81	40,175.28	80%
0027 NOXIOUS WEED & PEST	426,030.00	295,331.23	14,372.23	130,698.77	31%
0029 PHYSICAL FACILITIES	274,300.00	799,317.22	177.61	-525,017.22	-191% *
0048 EMPLOYEE BENEFITS FUND	3,621,490.00	3,047,729.14	127,844.42	573,760.86	16%
0053 NARCOTICS SEIZED ASSETS FUND	40,000.00	56,268.86	1,282.00	-16,268.86	-41% *
0061 COURT INTERLOCK FUND	5,000.00	2,537.00	60.00	2,463.00	49%
Total Amount Paid			560,603.45		

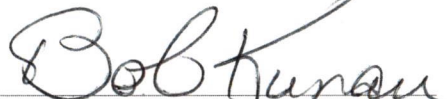
STATE OF IDAHO
CASSIA COUNTY

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 9-11-2023



COMMISSIONER



COMMISSIONER



COMMISSIONER

* WARNING: This fund is over budget

attest: Cally Velazquez deputy clerk

Cassia County Commissioner Meeting

Attendance Log

Date: 9-11-2024

NAME (Please Print)	TOWN	REPRESENTING
1. CYNTHIA THRUSH	ALBION	myself and Thrush
2. S. Thompson	CCSO	Retirement Subdivision
3. Martin Adams	Burley	Assessor
4. George Warrell	Oakley	Sheriff
5. Melissa Yu	Burley	Shelter meeting
6. Kim Thon	PAUL	✓
7. Mike WALSH	Rupert	PMT
8. Jose Alunzo	Rupert	PMT
9. David Burgess		IT
10. Keisha Adams	Oakley	
11. Kebee Adams	Oakley	
12. Rose Davis	Burley	H-H
13. Heather Whitehead	Burley	Auditor's
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