



Cassia County Board of Commissioners REGULAR MEETING MINUTES

Monday, September 18, 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) 9:00 AM Call to order
- 2) Pledge of Allegiance and prayer
- 3) 9:01 AM Roll call

Roll Call.

Present: Leonard M. Beck - Chair, Kent R. Searle - Member, Bob Kunau - Member, Cally Velasquez - Deputy Clerk (Not voting).

- 4) 9:01 AM Calendar, meetings, committee reports, and correspondence were reviewed.
 - a) 9/19/2023 - ICE Review of Jail Inspection - Searle
 - b) 9/20/2023 - South Central Public Health Board meeting - Kunau
 - c) 9/20/2023 - Fourth Grade Idaho Living History event - Searle
 - d) 9/20/2023 - Volunteer as EMT for Declo Freshman game - Searle
 - e) 9/20/2023 - Solid Waste Tour with Legislators - Beck
 - f) 9/20/2023 - Solid Waste Board meeting - Beck
 - g) 9/20/2023 - Idaho Supreme Court Zoom Conference regarding computer migrations - Beck
 - h) 9/21/2023 - South Central Community Action Partnership meeting - Kunau
 - i) 9/22/2023 - RC&D meeting - Kunau
 - j) 9/23/2023 - Republican Central Committee fundraiser event
 - k) Beck reported receiving a text asking if he had considered making a donation to the Republican fundraising event on Saturday as a sponsor Searle and Kunau had both committed personally.
 - l) McMurray distributed printed booklets on Cassia County's byway from Janis Durfee and reported she will be sending a letter to them regarding byway information.
 - m) 3:19 PM It was determined to not plan on holding a special meeting the week of October 9, 2023.

9:04 AM Mr. McMurray, Assistant to the Board, entered the meeting.

- 5) 9:09 AM Approve payables for 9/18/2023

9:09 AM **Motion and Action:** Approve payables as presented on 9/18/2023 in the amount of \$177,483.01, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

CASSIA COUNTY COMMISSION
REGULAR SESSION
Monday, September 18, 2023

Instrument # 2023003119

BURLEY, CASSIA, IDAHO

9-25-2023 01:24:57 PM No. of Pages: 10

Recorded for : CASSIA COUNTY COMMISSIONERS

JOSEPH LARSEN

Fee: 0.00

Ex-Officio Recorder Deputy

Index to: COMMISSIONERS MINUTES

EV

6) 9:10 AM Approve minutes from 9/11/2023

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

7) 9:11 AM Approval of synopsis for August 2023

9:11 AM **Motion and Action:** Approve synopsis for August 2023 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

8) 9:12 AM Review and approval of Alcohol License application for which there is a transcribable verbatim record of the proceedings as required by Idaho Code 23-1015.

a) El Dorado 2000 - Bottled/canned beer ON and OFF premises

9:14 AM **Motion and Action:** Approve the Alcohol License application as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

9) 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.

10) 3:14 PM Personnel Matters - Change of Status Requests

- a) Building & Zoning - Jaclyn Jackson - Administrative Assistant - voluntary resignation
- b) Public Defender - Morgan Swegles - Deputy Public Defender - new hire
- c) Public Defender - Steven Edwards - Chief Deputy Public Defender - promotion
- d) Public Defender - Sara Goni - PT Secretary - voluntary resignation
- e) Public Defender - Joseph F. Hurley - Deputy Public Defender - voluntary resignation
- f) CCSO - Bradley Germann - PT Deputy/Bailiff - termination
- g) CCSO - Dale Crowther - PT Deputy/Bailiff - termination
- h) CCSO - Travis Morrell - PT Deputy/Bailiff - termination
- i) CCSO - David Roundy - PT Deputy/Bailiff - termination
- j) MCCJC - Jireh Seamons - PT Detention Deputy - termination
- k) MCCJC - Eric Martinez - Senior Deputy - Promotion
- l) FY 2024 Cost of Living Increases in the following departments:
 - i) Board of County Commissioners
 - ii) Public Defender's Office
 - iii) Prosecuting Attorney's Office
 - iv) Buildings & Grounds Department

- v) Cassia County Fair
- vi) Road & Bridge Department
- vii) Ag/Extension Office
- viii) Clerk's Department
- ix) Assessor/DMV Department
- x) Coroner's Office
- xi) Treasurer's Office
- xii) Noxious Weed & Pest Department
- xiii) Building & Zoning Department
- xiv) Mini-Cassia Criminal Justice Center

3:18 PM **Motion and Action:** Approve Change of Status Requests as presented **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

11) 10:47 AM Executive Session

10:47 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.

11:35 AM Upon exit of Executive Session, the board took the matter under advisement.

3:20 PM Executive Session

3:20 PM **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 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.

3:33 PM Upon exit of Executive Session, the board took the matter under advisement

12) 10:15 AM Review and approve Resolution No. 2023-011 for recovery of foregone amount

10:19 AM **Motion and Action:** Approve Resolution No. 2023-011 for recovery of foregone amount, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

13) 10:20 AM Review and approve tax year 2023 L-1 Certificate of Levies

- a) Deputy Auditor Ahlin presented the L-1 Certificate of Levies for Board approval.

- b) 10:25 AM Treasurer Greener provided additional information on property tax relief as understood based off of recent legislation. Greener stated that property tax relief will be shown as a credit on the tax bills

10:27 AM **Motion and Action:** Approve the presented tax year 2023 L-1 Certificate of Levies, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

14) 9:19 AM VSO periodic update - Driscoll

- a) Driscoll presented his report on the activities of his office for the month of August.
- b) Driscoll also reported on the suicide prevention event held last Saturday He felt it was successful and is now coordinating monthly meetings with various faith leaders in the area on suicide prevention in the community and in their congregations. He reported hearing that there were two suicides in the area this last week.

15) 9:28 AM Executive Session pursuant to Idaho Code § 74-206 (1) (b) – to discuss personnel matters

9:28 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 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.

9:48 AM Upon exit of Executive Session, the board took the matter under advisement.

16) 9:48 AM Review and approve M2 Automation Jail Camera System upgrade - Lt. Taylor

- a) Lt. Taylor presented the camera upgrade system package agreement from M2 Automation that had been presented to the joint boards last week and approved for submission to the county The plan came to \$148,053.04 but, with the addition of the premium support service agreement at \$7,402.65 annually, for a total of \$155,455.69.

9:53 AM **Motion and Action:** Approve the M2 Automation's jail camera system upgrade in the amount of \$155,455.69 that includes the premium support package, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

17) 9:55 AM Approve purchase of Body Scanner from Command Sourcing - Lt. Taylor

- a) Lt. Taylor presented the purchase quote for the body scanner that was also discussed in previous meetings It is slightly more than originally quoted. The new quote is \$155,380.00.
- b) The jail was able to apply for and was awarded a federal grant that will cover the cost of the body scanner where the joint counties had previously agreed to use opioid monies in that purchase. It is unclear when the monies will be received but there are unanticipated revenues and the trust fund that can cover the cost if needed, until the federal grant money can be received.

- c) 11:36 AM Chief Deputy Auditor Whitehead gave additional information regarding the award of the grant and how payments would be processed.
- d) The Board requested that Cpt. Thompson make certain Minidoka County has been made fully aware of the current situation as this is a joint department.

10:00 AM **Motion and Action:** Approve the purchase of a body scanner from Command Sourcing for the amount of \$155,380.00, pending the successful collection of grant money, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

18) 10:01 AM Approve work order for Jail Stucco project Phase 1 - Lt. Taylor

- a) Lt. Taylor presented the work order for the first phase of a project to repair or replace the stucco on the outside of the jail. The quote is for \$12,600.00 The company is ready to start on the project in two weeks.

10:03 AM **Motion and Action:** Approve the work order for the jail stucco project phase one to the Legacy Stucco and Stone, LLC, **Moved by** Kent R. Searle - Member, motion was withdrawn for further inquiry.

- b) 10:43 AM The matter was revisited so that Lt. Taylor could answer previous questions regarding the application, duration, and services included in the bid that was given.

10:46 AM **Motion and Action:** Approve the work order for the jail stucco project phase one from Legacy Stucco and Stone, LLC in the amount of \$12,600.00, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously

19) 10:06 AM Review and approve Cooperative Agreement for University of Idaho Extension Programs

- a) Wittman presented the annual cooperative agreement contract with the University of Idaho for the Extension program
- b) Updates to the contract included vehicle usage noting the recent acquisition of the Chevy Equinox from the Assessor's department and the current FY2024 budget amounts.

10:07 AM **Motion and Action:** Approve Cooperative Agreement for University of Idaho Extension Programs, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

20) 10:10 AM Approve purchase request for office equipment for Extension Office - Wittman

- a) Wittman presented a request to purchase an Apple laptop for their office.
- b) Because of the cooperative agreements in place, this purchase must be made through the University's technical support department rather than the County's.

10:12 AM **Motion and Action:** Approve the purchase request for the Apple laptop computer for the Extension Office for the amount of \$2,628.00, which includes \$100.00 for shipping, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

21) 10:28 AM Public Hearing for Zone Amendment for home occupations

10:28 AM **Motion and Action:** Enter Public Hearing for zone amendment for home occupations, **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.

- a) McMurray presented proposed amendments to zoning ordinance to place home occupations to be a use under services and allow that to be a permitted use in each of the zones in Cassia County.
- b) 10:34 AM Assessor Adams pointed out that the change in the ordinance has the potential to affect property assessment values and solid waste fees in the future for the Board's consideration.

10:41 AM **Motion and Action:** Approve the zone amendment for home occupations, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

10:42 AM **Motion and Action:** Exit Public Hearing for zone amendment for home occupations, **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.

22) 11:35 AM Review and approve contract with Elections Systems & Software for election equipment

- a) The matter was delayed as the contract had not been received from ES&S.

23) 11:48 AM Review and Discuss building plans with erstad Architects via Zoom

- a) Mr. Moser reviewed the latest rendition of the proposed floorplan with the Board and asked if they had considered the contract that was emailed last week They had not.
- b) Assessor Adams, Treasurer Greener, Chief Deputy Auditor Whitehead, and Elections Director Keck gave input on the newest layout according to their respective departmental needs.
- c) Another meeting with only one commissioner in attendance with the department heads and erstad Architects was set for Friday, September 22, 2023.

24) 12:22 PM Lunch Recess

1:30 PM Reconvene

25) 1:30 PM Continue hearing for Big Sky CUP/CAFO application

1:30 PM **Motion and Action:** Reconvene from recess for the public hearing for Big Sky CUP/CAFO application, **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.

- a) 1:31 PM Matt Thompson from AgProfessionals, representative for Big Sky Dairy, addressed the Board. He gave updates on the progress and acceptance of a road maintenance agreement between the dairy and the Oakley Highway District. He also answered questions from his first presentation.
- b) 2:15 PM Brandon Berrett, attorney for the dairy, addressed concerns at length from Southwest Irrigation District and the Board on water rights and usage. He pointed out that the dairy's continued compliance with water regulations and agreements already in place with the irrigation district indicate the dairy's commitment to cooperation and compliance.
- c) 2:42 PM Jaxon Higgs, a water consultant contracted with the ground water and irrigation districts answered questions about his role and relationship with Water District 143, which is in the Malta/Raft River area.
- d) 2:49 PM Dave Shirley, attorney for the Oakley Highway District answered questions regarding the road maintenance agreement between the dairy and the Oakley Highway District.
- e) A continuance was scheduled for October 16, 2023 at 1:30 PM. The Board directed Mr. McMurray to email a short summary of questions asked from the Board to Mr. Thompson to have answered at the next continuance.

3:10 PM **Motion and Action:** Approve a continuance of the hearing to October 16, 2023 at 1:30 PM, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

26) 3:11 PM Proposed County Building Discussion

- a) Kunau advised of his upcoming meeting with erstad and the department heads on 9/22/2023.

27) 3:11 PM Consider appointing new member to Industrial Development Corporation Board

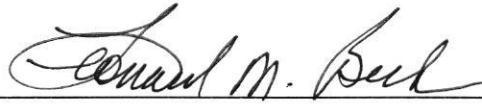
- a) McMurray reported that Bret Robbins has agreed to serve on the board if the Commissioners approve.

3:11 PM **Motion and Action:** Approve the appointment of Bret Robbins as the new member of the Industrial Development Corporation Board, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

28) 3:33 PM Adjourn

3:33 PM **Motion and Action:** Adjourn, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

APPROVED:

A handwritten signature in cursive script, reading "Leonard M. Beck", written over a horizontal line.

Leonard M. Beck, Chair

DEPUTY CLERK OF THE BOARD:

A handwritten signature in cursive script, reading "Cally Velasquez", written over a horizontal line.

Cally Velasquez

SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS

96% OF FISCAL YEAR ELAPSED

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

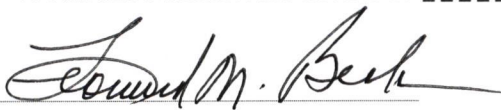
Fund	Budget	Actual	Demand/Claims Amt	Budget Remaining	% Budget Remaining
0001 GENERAL FUND (CURRENT EXPENSE)	5,237,898.00	4,353,973.99	15,454.44	883,924.01	17%
0002 ROAD & BRIDGE	579,720.00	472,341.79	233.63	107,378.21	19%
0006 DISTRICT COURT	374,120.00	278,652.48	1,875.00	95,467.52	26%
0008 JUSTICE FUND	12,291,405.00	10,957,796.50	28,773.72	1,333,608.50	11%
0016 SOCIAL SERVICES-ASSISTANCE	747,118.00	289,979.35	37,884.43	457,138.65	61%
0027 NOXIOUS WEED & PEST	426,030.00	311,279.07	3,669.59	114,750.93	27%
0028 SNOWMOBILE	86,450.00	23,783.25	27.73	62,666.75	72%
0029 PHYSICAL FACILITIES	274,300.00	799,494.83	2,884.00	-525,194.83	-191% *
0032 PREVENTIVE HEALTH FUND	272,300.00	271,005.36	22,684.44	1,294.64	0%
0048 EMPLOYEE BENEFITS FUND	3,621,490.00	3,108,795.17	61,066.03	512,694.83	14%
0053 NARCOTICS SEIZED ASSETS FUND	40,000.00	57,550.86	2,930.00	-17,550.86	-44% *
		Total Amount Paid	177,483.01		

STATE OF IDAHO
CASSIA COUNTY

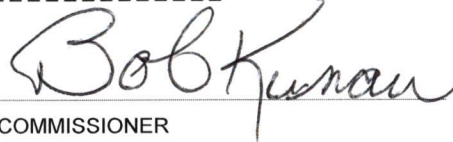
WE, THE CASSIA COUNTY COMMISSIONERS, BEING DULY SWORN DO HEREBY CERTIFY AND DECLARE THAT
WE HAVE REVIEWED THE DEMANDS ENUMERATED AND REFERRED TO IN THE FOREGOING REGISTER, AND THAT THE SAME ARE
TO THE BEST OF OUR KNOWLEDGE ACCURATE AND ARE JUST CLAIMS AGAINST THE COUNTY, AND THAT THERE ARE FUNDS
AVAILABLE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

APPROVED FOR DISTRIBUTION AS OF

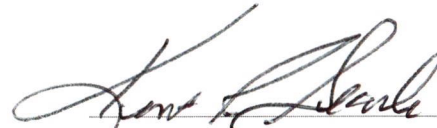
9-18-2023



COMMISSIONER



COMMISSIONER



COMMISSIONER

attest: Cally Delasquez deputy clerk

* WARNING: This fund is over budget

Cassia County Commissioner Meeting

Attendance Log

Date: 9-18-2023

NAME (Please Print)	TOWN	REPRESENTING
1. Chuck Driscoll	Burley	VSD
2. J. Thompson		CCSO
3. S. Taylor		CCSO
4. David Burgess		IT
5. George Darrell	Oakley	Sheriff
6. Grace Wittman	Burley	Extension
7. Matt Adams	Burley	Assessor
8. Sheron Acker		Aud./R
9. Laura Greener	Burley	Treasurer
10. Heather Whitehead	Burley	Auditor's
11. Susan Keck	Elmore	Elections
12. Matt Thompson	Twin Falls	Skyline / AgPro
13. Jaxon Higgs	Burley	SWID
14. Justin Praegitzer	Oakley	Skyline Dairy
15. Brenda Berrett	Twin Falls	Skyline Dairy
16. David Shirley	Burley	Oakley Highway Dist
17. Adam Taylor	Oakley	Skyline
18. Brant Bosma	Oakley	Skyline
19.		
20.		
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