



# Cassia County Board of Commissioners REGULAR MEETING MINUTES

Monday, October 2, 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) 9:04 AM Call to order
- 2) Pledge of Allegiance and prayer
- 3) 9:07 AM Roll call

### **Roll Call.**

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

- 4) 9:07 AM Calendar, meetings, committee reports, and correspondence were reviewed.
  - a) Searle to attend a ribbon cutting for Simply Hope 10/04/2023.
  - b) The ambulance report for August 2023 was received. Searle reported working with various leaders to make sure they are in compliance with the EMS contract in place.
  - c) 10/3/2023 - Meeting with the City of Burley - Beck
  - d) 10/3/2023 - Meeting with Road & Bridge Department - Beck
  - e) 10/5/2023 - Meeting with the Forest Service - Beck
  - f) 11:14 AM The Board will hold a special meeting on Tuesday, October 10, 2023.
  - g) 11:19 AM Beck reported receiving a phone call from the new National Association of Counties (NACo) representative for Cassia County, Mark Speck.

9:07 AM Mr. McMurray entered the meeting.

- 5) 9:14 AM Approve payables for FY2023 10/2/2023 and FY2024 10/2/2023
  - a) Clarifications on the payables were discussed.

9:15 AM **Motion and Action:** Approve payables for FY2024 in the amount of \$11,458.53, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

10:09 AM **Motion and Action:** Approve payables for FY2023 as presented on 10/2/2023, **Moved by** Bob Kunau - Member. Motion failed for lack of second.

- b) There was additional discussion regarding the payables for FY2023.

10:22 AM **Amended Motion and Action:** Approve payables for FY2023 in the amount of \$489,625.70, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

CASSIA COUNTY COMMISSION  
REGULAR SESSION  
Monday, October 2, 2023

**Instrument # 2023003306**

BURLEY, CASSIA, IDAHO

10-10-2023 01:06:08 PM No. of Pages: 8

Recorded for : CASSIA COUNTY COMMISSIONERS

JOSEPH LARSEN

Fee: 0.00

Ex-Officio Recorder Deputy

Index to: COMMISSIONERS MINUTES

CV

6) 9:11 AM Approve minutes from 9/25/2023 and 9/27/2023

9:11 AM **Motion and Action:** Approve minutes from 9/25/2023 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

9:12 AM **Motion and Action:** Approve minutes from 9/27/2023 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

7) 9:13 AM Approval of Clerk's Office recommendations regarding junior college Certificates of Residency

9:13 AM **Motion and Action:** Approve Clerk's Office recommendations to approve three junior college Certificates of Residency as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

8) 9:58 AM Personnel Matters - Change of Status Requests

- a) Public Defender - Rees Atkins - deputy public defender - new hire
- b) MCCJC - Morgan West - detention deputy uncertified - new hire

10:00 AM **Motion and Action:** Approve the hiring of Morgan West, conditional upon passing the background check and the approval of the jail executive committee next Tuesday, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

10:01 AM **Motion and Action:** Approve the Change of Status for the Public Defender's Office, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9) 9:35 AM Executive Sessions

9:35 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.

9:57 AM Upon exit of Executive Session, the board took the matter under advisement.

9:57 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.

9:57 AM Prosecutor Larsen entered the meeting.

**CASSIA COUNTY COMMISSION  
REGULAR SESSION  
Monday, October 2, 2023**

10) 9:18 AM Discuss erstad contract proposal and related building matters

- a) The new estimate submitted by erstad was reviewed.
- b) 10:41 AM The Board discussed concerns about the cost estimates of individual line items.
- c) 11:14 AM The Board decided to hold a special meeting next 10/10/2023 since they still had several questions and the work could not move forward without a signed contract.

11) 10:02 AM Rescind the motion approving the formation of the Raft River Irrigation District

- a) Prosecutor Larsen explained that the original maker of the first motion needs to move to rescind the motion, the second needs to agree, is not debatable or amendable and requires a two-thirds vote to pass.

10:03 AM **Motion and Action:** Rescind the motion approving the formation of the Raft River Irrigation District, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

12) 10:04 AM Deliberate upon the granting the relief sought in the petition to form Raft River Irrigation District

- a) 10:10 AM Prosecutor Larsen provided a copy of the draft order sent to him and Mr. McMurray by Mr. Darrington and read it into the record.
- b) Commissioner Searle read a subsequent communication from Mr. Luke at IDWR and requested that it be entered into the record.

13) 10:19 AM Sign Order setting election to form Raft River Irrigation District

- a) 10:19 AM Prosecutor Larsen left the meeting after the matter was concluded.

10:19 AM **Motion and Action:** Approve signing the order setting election to form the Raft River Irrigation District, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

14) 10:23 AM Sign Amendment 01 to Cassia County FY2024 Indigent Defense Financial Assistance Agreement

10:24 AM **Motion and Action:** Approve Amendment No. 01 to the Cassia County FY2024 Indigent Defense Financial Assistance Agreement as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

15) 10:25 AM Discuss ICRMP Board Election Nomination Form - District IV

- a) The Board did not wish to submit a challenge to Don Hall.

10:28 AM **Motion and Action:** Approve the nomination of Don Hall to serve as District IV representative for the next two years, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

16) 10:31 AM Sign "Duplicate Idaho Title Applications" for six county vehicles - Velasquez

10:34 AM **Motion and Action:** Sign the Duplicate Idaho Title Applications for six county vehicles, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

17) 10:39 AM Review and approve E911 Mapping grant funding request.

a) A letter had not been drafted yet.

b) 11:18 AM The matter was placed on the agenda for the next meeting of the BoCC.

10:53 AM Recess

11:14 AM Reconvene

#### **SCHEDULED ACTION AGENDA ITEMS**

18) 9:30 AM Designate Polling Locations for the November 7, 2023 Election, IC 34-302

9:35 AM **Motion and Action:** Approve the presented polling locations, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

19) 10:05 AM Adoption of proposed Summit Food Services amendment to contract

10:07 AM **Motion and Action:** Adopt the proposed Summit Food Services amendment no. 5 to the contract, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

20) 9:13 AM Introduction of new 2024 Cassia County Rodeo Queen Tristynn Lloyd - cancelled.

21) 11:22 AM Discuss quagga mussel issues and consider actions to be taken - Ottley

a) Mr. Ottley reported on the town hall briefing held at the Twin Falls Council Chambers Sunday evening.

b) Ottley also reported on his efforts and joint efforts with Minidoka County Weed and Pest Department to educate the public and spread awareness about the matter.

#### **UNFINISHED BUSINESS ACTION AGENDA ITEMS**

22) Proposed County Building Discussion - none at this time.

23) 11:44 AM Adjourn

11:45 AM **Motion and Action:** Adjourn, Moved by Bob Kunau - Member, Seconded by Kent R. Searle - Member. Motion passed unanimously.

APPROVED:



Leonard M. Beck, Chair

DEPUTY CLERK OF THE BOARD:

  
Cally Velasquez



FY2024

09/29/2023 09:45:26

FN502WBS MICHELLE WALLACE

CASSIA COUNTY

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# SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

## UNPAID CLAIMS GENERAL GOVERNMENT FUNDS

0% OF FISCAL YEAR ELAPSED

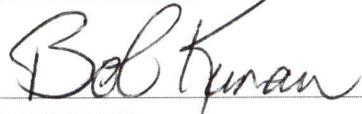
Fund	Budget	Actual	Demand/Claims Amt	Budget Remaining	% Budget Remaining
0001 GENERAL FUND (CURRENT EXPENSE)	0.00	0.00	7,994.63	0.00	0% *
0008 JUSTICE FUND	0.00	0.00	1,150.00	0.00	0% *
0012 M-C MISDEMEANOR PROBATION	0.00	0.00	1,813.90	0.00	0% *
0016 SOCIAL SERVICES-ASSISTANCE	0.00	0.00	500.00	0.00	0% *
Total Amount Paid			11,458.53		

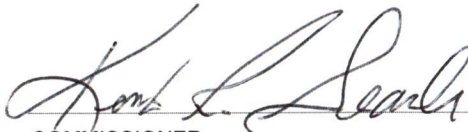
STATE OF IDAHO  
CASSIA COUNTY

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 10-2-2023

  
COMMISSIONER

  
COMMISSIONER

  
COMMISSIONER

attest:  deputy clerk

\* WARNING: This fund is over budget

# SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

**BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS**

**100% OF FISCAL YEAR ELAPSED**

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

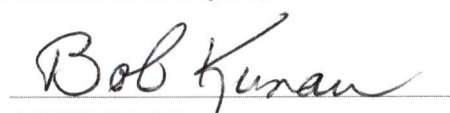
Fund	Budget	Actual	Demand/Claims Amt	Budget Remaining	% Budget Remaining
0001 GENERAL FUND (CURRENT EXPENSE)	5,237,898.00	4,600,217.21	101,859.82	637,680.79	12%
0004 AMBULANCE SERVICES	262,850.00	241,566.85	21,029.17	21,283.15	8%
0006 DISTRICT COURT	374,120.00	287,119.57	70.00	87,000.43	23%
0008 JUSTICE FUND	12,291,405.00	11,297,546.92	112,205.57	993,858.08	8%
0012 M-C MISDEMEANOR PROBATION	1,098,450.00	1,004,656.04	179.87	93,793.96	9%
0015 CONSOLIDATED ELECTIONS	217,865.00	138,103.77	75,115.35	79,761.23	37%
0016 SOCIAL SERVICES-ASSISTANCE	747,118.00	336,944.25	9,972.97	410,173.75	55%
0027 NOXIOUS WEED & PEST	426,030.00	321,494.28	17.25	104,535.72	25%
0028 SNOWMOBILE	86,450.00	26,358.88	245.19	60,091.12	70%
0029 PHYSICAL FACILITIES	274,300.00	813,240.45	54.59	-538,940.45	-196% *
0048 EMPLOYEE BENEFITS FUND	3,621,490.00	3,349,773.50	168,797.92	271,716.50	8%
0061 COURT INTERLOCK FUND	5,000.00	2,597.00	78.00	2,403.00	48%
<b>Total Amount Paid</b>			<b>489,625.70</b>		


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  
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APPROVED FOR DISTRIBUTION AS OF 10-2-2023

  
COMMISSIONER

  
COMMISSIONER

  
COMMISSIONER

*attest: Cally Velazquez deputy clerk*

\* WARNING: This fund is over budget

# Cassia County Commissioner Meeting

## Attendance Log

Date: 10/02/2023

NAME (Please Print)	TOWN	REPRESENTING
1. George Warrell	Oakley	Sheriff
2. Susan Keck	Almo	Election.
3. Shannon Taylor		CCSO
4. J. Thompson		CCSO
5. Michael Otley	Elba	CCNWC
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