



Cassia County Board of Commissioners

REGULAR MEETING MINUTES

Monday, October 30, 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) 9:06 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) 9:08 AM Calendar, meetings, committee reports, and correspondence were reviewed.
 - a) Veterans Board meeting in Rupert on 11/3/2023 - Kunau
 - b) Beck reported a judge had been selected last Friday.
 - c) Minidoka Commissioner Schenk requested to schedule some time when Cassia Commissioners could tour the Juvenile Detention Facility where some proposed work is to be done in the coming weeks. It was determined to offer either November 6, or November 13, 2023 in the afternoon.
 - d) Schenk also advised Beck that Minidoka County was going to submit a 3% escalator be added to the Coroner's rental agreement for FY2025. McMurray also received a call from Minidoka Prosecuting Attorney regarding the issue.
 - e) A letter received from the US Forest Service advised that the Ketchum Ranger District was proposing a restoration project in their area.
 - f) McMurray shared information on a quote he obtained from XCell Engineering in Pocatello regarding a geotechnical survey to be done.
 - g) A concerned citizen recently approached the commissioners about some weeds growing across the road from a neighboring farm. After some discussion it was determined to be unadvisable for the county to get involved unless the weeds were covered under the Noxious Weed & Pest Department's purview.
 - h) 9:23 AM Beck discussed receiving information from the South-Central Public Health District detailing projects they are working on and an agenda for an upcoming meeting.
 - i) 11:12 AM The University of Idaho requested that the Board members complete a confidential evaluation of the Extension Office faculty.

9:09 AM Mr. McMurray entered the meeting.

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Instrument # 2023003594

BURLEY, CASSIA, IDAHO

11-6-2023 12:21:47 PM No. of Pages: 8

Recorded for : CASSIA COUNTY COMMISSIONERS

JOSEPH LARSEN

Fee: 0.00

Ex-Officio Recorder Deputy

Index to: COMMISSIONERS MINUTES

EV

5) 9:19 AM Approve payables for 10/30/2023

9:21 AM **Motion and Action:** Approve payables in the amount of \$290,053.00 as presented on 10/30/2023, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

6) 9:23 AM Approve minutes from 10/23/2023

9:23 AM **Motion and Action:** Approve minutes from 10/23/2023 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

7) 9:24 AM Approval of Clerk's Office recommendations regarding junior college Certificates of Residency

9:25 AM **Motion and Action:** Approve Clerk's Office recommendations to approve five junior college Certificates of Residency as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

8) 9:27 AM Personnel Matters - Change of Status Requests

- a) Treasurer - Ruthanne Ottley - PT Deputy Treasurer - Termination
- b) Treasurer - Madeline A Yearsley - PT Deputy Treasurer - New Hire
- c) MCCJC - Killian Atwood - Uncertified Detention Deputy - Voluntary Resignation

9:29 AM **Motion and Action:** Approve Change of Status Requests as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

10:15 Prosecutor Larsen entered the meeting.

9) 10:27 AM Executive Sessions

10:27 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) (c) to deliberate acquisition of an interest in real property, **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.

11:12 AM Upon exit of Executive Session, the board took the matter under advisement.

Prosecutor Larsen did not rejoin the meeting.

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- 10) 9:54 AM Consider Floating Holiday for employees
- a) Deputy Auditor Ahlin inquired if the Board would like to continue this year with giving a floating holiday as a Christmas gift to the employees as has been done in previous years. The Board indicated that they would like to continue with that practice.
 - b) The Board directed Mr. McMurray to draft a resolution to present to the Board next week.
- 11) 9:56 AM Consider IAC/NACo request for Public Lands voluntary contribution
- a) Beck reported on communicating with Senator Crapo's office regarding the importance of PILT funding to Cassia County. They expressed their willingness to come and discuss federal allocations and permanent PILT funding.
 - b) The Board determined to delay a decision with NACo's recommendations to fund 1% of LATCF federal receipts for their lobbying effort with federal legislators until the Board hears back from the offices of Rep. Simpson and Sen. Risch.
- 12) 9:57 AM Sign titles to three County vehicles being traded in for purchase of three County vehicles for Law Enforcement
- a) The three vehicles being traded in were a 2018 Ram 2500, VIN ending 399114, a 2012 Dodge Charger, VIN ending 233394, and a 2011 Ford Crown Vic., VIN ending 157978.

9:59 AM **Motion and Action:** Authorize the Chairman to sign the three titles for the used vehicles that are being traded, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

- 13) 11:14 AM Adopt Resolution No. 2020-024, Amended, regarding business property tax exemption for Oak Valley Energy LLC
- a) McMurray presented the resolution that was approved for amendment last week.
 - b) It was discussed that the changes were related to changes in parcel numbers.

11:16 AM **Motion and Action:** Approve amended Resolution No. 2020-024 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

- 14) 9:30 AM Brief summary of CSI and Mini-Cassia Center operations for 2023 - Amy Christopherson
- a) Amy Christopherson, Director of Mini-Cassia Center, briefly reviewed activities and statistics of the center.
 - b) She provided information about two new grant opportunities being offered to students to help further their education.
- 15) 9:46 AM Review and approve procedures and reporting for appropriate accounting of reserve funds.
- a) Auditors Office Director Whitehead presented the need to account for interest being earned from federal PILT reserves. This was in accordance with recommendations made by the outside auditor, the State Controller's Office under Transparency Idaho, and to help the Board accomplish their goals for future capital projects.

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- b) Since the PILT funds are currently intermingled with other investments and interest earnings, an exact calculated amount of PILT interest receipts could not be determined. Based on interest earnings from other reserve funds that are invested separately, the amount of interest earnings for FY2023 was estimated at \$285,000.00. The Auditors Office recommended isolating PILT funds to their own dedicated interest-bearing investment account to more accurately track those specific earnings.

9:52 AM **Motion and Action:** Move PILT reserves funds into their own interest-bearing investment account to appropriately track interest receipts similar to E911, ARPA, LATCF, the Benefits Trust, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

16) 10:01 AM **Continue hearing** for Big Sky CUP/CAFO application

- a) McMurray advised that since the hearing was recessed last time, it was not necessary to call for a motion to enter the hearing again at this time.
- b) The Board reviewed updated information on fallow acres and watered acres on the farm. They also discussed notification and enforcement of compliance issues. The Board also reviewed amended recommended conditions upon approval of the permit.

10:20 AM **Motion and Action:** Approve Resolution No. 2023-06 as presented, and include the amended recommended conditions upon approval of the conditional use permit, **Moved by** Bob Kunau - Member, Motion was withdrawn.

10:21 AM **Motion and Action:** Adopt the findings of Planning & Zoning Resolution No. 2023-06, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

10:23 AM **Motion and Action:** Approve the applications of Big Sky for a conditional use permit and a CAFO permit, application no. 2023-02, based upon the adopted findings, and subject to the imposition of the amended recommended conditions, one through twelve, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

10:26 AM **Motion and Action:** Exit the hearing for the Big Sky permit, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

17) 11:30 AM Open, Review and make determination Award regarding Cassia County Fairground Grandstand Project.

- a) There were three possible applicants however only one bid was received. The bid came from Hanson Sports. The bid of \$889,265.00 was given with specifics of what was included for the bid. It required a 30% down payment on the bid before the project can commence.
- b) Questions about concrete work were discussed. The project submitter, Alan Cotton, was contacted via phone during the meeting to gather more information on the understanding of the scope of work being promised.
- c) The Board was not ready to make a decision at this time. Beck requested a little bit of time to consider the information and clarification given.

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18) 12:26 PM Lunch with Fair board members at Perkins - 800 N Overland Ave, Burley, ID

- a) The merits of accepting Hanson Sports' bid were discussed at lunch. Fair Board members preferred going with this company because they have experience with this type of project rather than seeking more bids from others who may not have any experience doing what both boards are envisioning for the grandstands.
- b) Matter will be placed on the next agenda for further consideration.

2:35 PM Reconvene. Kunau departed for another engagement prior to reconvening.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

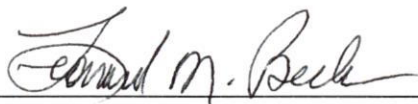
19) 11:18 AM Proposed County Building Discussion

- a) A bid and contract agreement for the geotechnical survey from XCell Engineering LLC were reviewed. The bid for the work was \$5,800.00.
- b) McMurray had questions on some of the language in the agreement that he wanted to discuss with the company before Board approval. He also pointed out that the Board will need to discuss whether to retain this company throughout the construction phase. The Board requested this item appear on next week's agenda.

20) 2:36 PM Adjourn


2:36 PM **Motion and Action:** Adjourn, **Moved by** Kent R. Searle - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed.

APPROVED:

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

Leonard M. Beck, Chair

DEPUTY CLERK OF THE BOARD:

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

Cally Velasquez

SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS

8% OF FISCAL YEAR ELAPSED

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

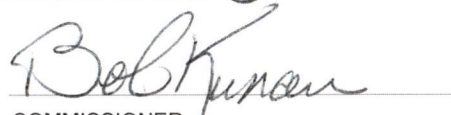
Fund	Budget	Actual	Demand/Claims Amt	Budget Remaining	% Budget Remaining
0001 GENERAL FUND (CURRENT EXPENSE)	5,736,912.00	413,031.27	16,891.98	5,323,880.73	93%
0002 ROAD & BRIDGE	754,095.00	46,120.47	90.60	707,974.53	94%
0006 DISTRICT COURT	377,630.00	18,025.38	148.75	359,604.62	95%
0008 JUSTICE FUND	13,922,579.00	959,298.37	206,405.95	12,963,280.63	93%
0012 M-C MISDEMEANOR PROBATION	1,184,800.00	102,385.09	15,758.64	1,082,414.91	91%
0016 SOCIAL SERVICES-ASSISTANCE	537,550.00	5,334.77	5,200.91	532,215.23	99%
0025 WATERWAYS	50,000.00	1,100.00	162.40	48,900.00	98%
0029 PHYSICAL FACILITIES	12,041,300.00	4,932.50	103.90	12,036,367.50	100%
0048 EMPLOYEE BENEFITS FUND	3,873,550.00	258,892.16	45,289.87	3,614,657.84	93%
		Total Amount Paid	290,053.00		

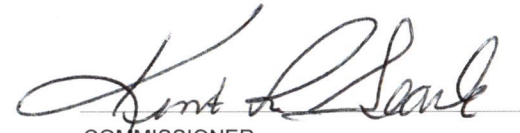
STATE OF IDAHO
CASSIA COUNTY

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 10-30-2023


COMMISSIONER


COMMISSIONER


COMMISSIONER

attest:  deputy clerk

* WARNING: This fund is over budget

Cassia County Commissioner Meeting

Attendance Log

Date: 10/30/2023

NAME (Please Print)	TOWN	REPRESENTING
1. George Warrell	Oakley	Sheriff
2. Amy Christopherson	Burley	CSI
3. Heather Whitehead	Burley	Auditor's
4. JOE LARSEN	Burley	CLERK
5. Justin Praegitzer	Oakley	Skyline Dairy
6. Brandon Berrett	Twin Falls	Big Sky Dairy
7. Matt Thompson	Twin Falls	Sky Line Dairy
8. Adam Taylor	Oakley	Skyline Dairy
9. Paul Manhart	"	Fair Board
10. Todd Powers	Malta	Fair Board
11. Cordell Sheridan	Almo	Fair Board
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