



Cassia County Board of Commissioners

REGULAR MEETING MINUTES

Monday, November 6, 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) 8:59 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).

9:02 AM Amendment of agenda

9:02 AM **Motion and Action:** Amend the agenda for this meeting pursuant to Idaho Code § 74-204 (4) (c) to include an updated zoom link, as the originally posted zoom link failed and a new one needed to be created, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

- 4) 9:03 AM Calendar, meetings, committee reports, and correspondence were reviewed.
 - a) Brett Boyer, the new City of Burley Administrator, introduced himself to the Board.
 - b) Searle reported planning to have meetings with jail officials to discuss detention deputy retention ideas. These ideas will then be presented to the Joint Jail Committee.
 - c) Beck reported on his conversations with Rocky Mountain Demolition regarding the demolition of the current grandstands. Current projects are delaying their ability to begin on the fairground project as soon as they had originally hoped.
 - d) A community meeting has been scheduled at the ACE Fire District building for 11/27/2023 at 6:00 PM.
 - e) Correspondence from the Senior Underwriter for the Petroleum Storage Tank Fund was received. It included a new declaration page and endorsement for the county tanks.
 - f) 11/8/2023 - Mini Cassia Transportation meeting at 7:00 AM - Beck
 - g) 11/13/2023 - Tour of the Juvenile Detention Facility in Minidoka County at 2:30 PM
 - h) 9:22 AM Correspondence was received by the Board from the Magic Valley News. Beck pointed out an invitation from the mailer for county commissioners to submit calendar event items on page 30 of the booklet.

9:03 AM Mr. McMurray entered the meeting.

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Instrument # 2023003664

BURLEY, CASSIA, IDAHO

11-13-2023 10:07:52 AM No. of Pages: 9

Recorded for : CASSIA COUNTY COMMISSIONERS

JOSEPH LARSEN

Fee: 0.00

Ex-Officio Recorder Deputy

Index to: COMMISSIONERS MINUTES

EV

5) 9:11 AM Approve payables for 11/6/2023

9:12 AM **Motion and Action:** Approve payables in the amount of \$122,603.21 as presented on 11/6/2023, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

6) 9:13 AM Approve minutes from 10/30/2023

9:13 AM **Motion and Action:** Approve minutes from 10/30/2023 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

9:14 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.

8) 9:15 AM Personnel Matters - Change of Status Requests

a) CCSO - Jordan Ledesma - Senior Investigations - voluntary resignation

b) MCCJC - Mitchell Cowgill - Uncertified Detention Deputy - voluntary resignation

9:17 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.

9) 11:50 AM Executive Sessions

11:51 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (b) to consider personnel issues, Idaho Code § 74-206 (1) (c) to deliberate acquisition of an interest in real property, Idaho Code § 74-206 (1) (d) to consider records that are exempt from public disclosure, 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.

12:30 PM Upon exit of Executive Session, the board took the matter under advisement.

12:31 PM **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.

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10) 9:19 AM Consider XCell Engineering LLC Contract for geotechnical survey

- a) McMurray submitted recommended changes to the contract to XCell Engineering but has not heard back from them yet if those changes are acceptable.
- b) Matter will remain on the agenda until it has been resolved.

11) 9:19 AM Adopt Resolution No. 2023-014 regarding floating holiday

- a) This resolution mirrors the resolution from last year granting a floating holiday to county employees.

9:21 AM **Motion and Action:** Adopt Resolution No. 2023-014 regarding floating holiday, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

12) 9:23 AM Adopt Resolution No. 2023-015 granting CUP and CAFO for Big Sky heifer and calf feedlot

- a) Beck read into the record the decision as written in the resolution.

9:34 AM **Motion and Action:** Approve Resolution No. 2023-015, which is the resolution to approve the Conditional Use Permit and the CAFO permit for Big Sky and Skyline Dairy, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

13) 9:29 AM Review and approve request for FY2024 funding for East Cassia Soil & Water Conservation District

9:29 AM **Motion and Action:** Approve the request for funding from the East Cassia Soil and Water Conservation District in the amount of \$8,000.00, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

14) 9:30 AM Review and approve request for FY2024 funding for West Cassia Soil & Water Conservation District

9:31 AM **Motion and Action:** Approve the request for the FY2024 funding for West Cassia Soil and Water Conservation District in the amount of \$8,000.00, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

15) 12:31 PM Adopt Resolution No. 2023-016 and sign Release of Liability forms for previously disposed county vehicles

- a) McMurray presented a resolution for the Commissioners to sign Release of Liability forms for 27 vehicles that are no longer owned or possessed by Cassia County but still appear on the records of ITD.

12:34 PM **Motion and Action:** Approve Resolution No. 2023-016 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

16) 9:36 AM Open Enrollment follow up - Auditor's Office

- a) Deputy Auditor Whitehead reported on the overall attendance for the Benefits Enrollment meetings that were held recently. Concern was expressed at the low turnout, particularly with so many new employees.
- b) The Board discussed options to increase attendance and also increase education and awareness of the need and benefits of attending these annual meetings.
- c) The Board agreed to make attendance or watching the recorded meeting mandatory. A record of acknowledgement will be placed in each employee's file.

17) 9:56 AM Quarterly Auditor Revenue and Expenditure report - Clerk Larsen

- a) Clerk Larsen presented the quarterly auditor revenue and expenditure report.

18) 10:13 AM Review and sign grant award letter with ISP for Smith Detection B-Scan from Command Sourcing

10:16 AM **Motion and Action:** Authorize the signature of the grant award letter with ISP for Smith Detection B-Scan from Command Sourcing, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

19) 10:28 AM Review and authorize account with LGIP for PILT

- a) Treasurer Greener reported that this is where the PILT money will be moved in accordance with their motion last week to keep earned interest with PILT reserves.

10:29 AM **Motion and Action:** Authorize the chairman to sign the account with LGIP for PILT funds, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

20) 10:18 AM Present for certification the Specials for the 2023 Tax Roll

- a) Treasurer Greener presented the Specials for the 2023 Tax Roll for the Board's approval.

10:28 AM **Motion and Action:** Approve the certified specials added to the tax roll, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

21) 10:30 AM Request approval of cancelation of property taxes for approved Homeowner's Exemptions

- a) These are exemptions that have come in between July 1, 2023 and November 3, 2023. This is the first of four batches to be brought before the commissioners.

10:32 AM **Motion and Action:** Approve the homeowner's exemptions from July 1st to November 3rd, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

10:32 AM Prosecutor Larsen entered the meeting

22) 10:32 AM Consider cancelation of property taxes on MH09S25E170600, RPDAS010000001, RP10S23E199199, and RP10S28E068399

10:40 AM **Motion and Action:** Authorize the cancelation of the property taxes on the parcels presented in the total amount of \$61.78, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

23) 11:19 AM Discuss public safety with citizen - Kyle Carpenter

- a) Beck prefaced the matter by saying that Mr. Carpenter had contacted him about something that had happened to him personally and wanted to present his concerns not just for our county but also for surrounding counties to be aware of.
- b) Citizen Kyle Carpenter presented his purpose in coming to the board. He commended the 911 Dispatch and Law Enforcement agencies of our area for their dedicated service to the citizens who call for help. He related his previous experience as a transient bishop serving in his church for two years that helped him see the desperation that indigent circumstances will drive people to in times of extreme need. He then described the scary experience he endured several days ago.
- c) The Board asked for the Sheriff's input on what the public can do to keep themselves safe. The Sheriff iterated his efforts to investigate, educate, and disseminate correct information to the public.
- d) Since this occurrence other people have confided to similar terrifying experiences. It is something that is increasing in frequency along with all manner of scams. It was cautioned that with the availability of social media, the occurrences can quickly become embellished and taken out of proportion. The sheriff reaffirmed the best practice is to teach awareness of surroundings and caution in unknown situations.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

24) 11:20 AM Proposed County Building Discussion

- a) Kunau asked for the board to consider modifying their plan and to not go beyond the mason's lodge property line. He suggested a wider building if more square footage was necessary. He agreed that the lodge should be taken down. He didn't feel it was imperative to rush a purchase of the hair place property at this time.

25) 12:35 PM Consider IAC/NACo request for Public Lands voluntary contribution

- a) The Board considered approving half of the payment at \$22,035.09 and waiting to see if any benefit came from it before approving the second half.
- b) Matter will be placed on the next meeting agenda.

26) 10:41 AM Cassia County Fairground Grandstand Project decision

- a) Beck summarized the position of the Board after receiving the bid from Hanson Sports last week for the grandstands project.
- b) Delays of demolition and the effects on the construction portion of the project were discussed. Also, the need for a performance bond was discussed and the increase in costs for that requirement. It was determined that an additional \$16,000.00 to \$20,000.00 would need to be added to the bid to cover the needed bonds.

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- c) Fair board members in attendance were asked for their input on the matter. They expressed concern for delays in the project and weather complications.
- d) Prosecutor Larsen reminded the board that due dates can be built into the contract and do not need to be determined at this time.

11:12 AM **Motion and Action:** Accept Hanson Sports not only as the sole bidder but the accepted bidder of erecting the grandstands for the Cassia County Fair, **Moved by** Leonard M. Beck - Chair. Motion died for lack of second.


11:15 AM **Motion and Action:** Accept Hanson Sports bid to erect the bleachers for the Cassia County Fair grounds in the amount of \$889,265.00, **Moved by** Leonard M. Beck - Chair, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

11:17 AM **Motion and Action:** Require a performance bond and a payment bond with an estimated cost of 2% for each, not to exceed \$20,000.00, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

27) 12:40 PM Adjourn

12:39 PM **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

SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS

10% OF FISCAL YEAR ELAPSED

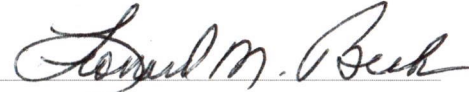
*** UNAPPROVED DEMANDS APPEAR IN ACTUALS AND ALSO AS AN INVOICE .**

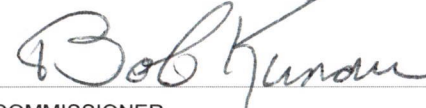
Fund	Budget	Actual	Demand/Claims Amt	Budget Remaining	% Budget Remaining
0001 GENERAL FUND (CURRENT EXPENSE)	5,736,912.00	429,923.25	11,131.50	5,306,988.75	93%
0002 ROAD & BRIDGE	754,095.00	46,211.07	4,388.88	707,883.93	94%
0004 AMBULANCE SERVICES	270,625.00	0.00	21,029.17	270,625.00	100%
0006 DISTRICT COURT	377,630.00	18,174.13	3,020.27	359,455.87	95%
0008 JUSTICE FUND	13,922,579.00	1,165,704.32	38,751.97	12,756,874.68	92%
0012 M-C MISDEMEANOR PROBATION	1,184,800.00	118,143.73	540.41	1,066,656.27	90%
0013 911 COMMUNICATIONS	866,250.00	7,358.19	3,992.53	858,891.81	99%
0015 CONSOLIDATED ELECTIONS	242,710.00	389.69	20,543.59	242,320.31	100%
0020 REVALUATION	356,180.00	31,115.91	48.97	325,064.09	91%
0025 WATERWAYS	50,000.00	1,262.40	4,819.75	48,737.60	97%
0027 NOXIOUS WEED & PEST	439,385.00	22,769.56	234.58	416,615.44	95%
0029 PHYSICAL FACILITIES	12,041,300.00	5,036.40	122.82	12,036,263.60	100%
0048 EMPLOYEE BENEFITS FUND	3,873,550.00	272,870.93	13,978.77	3,600,679.07	93%
		Total Amount Paid	122,603.21		

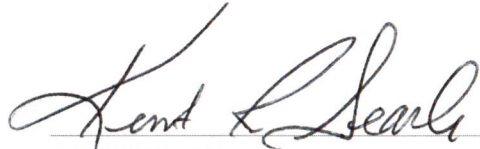
STATE OF IDAHO
CASSIA COUNTY

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 11-6-2023


COMMISSIONER


COMMISSIONER


COMMISSIONER

attest : Cally Velasquez deputy clerk

*** WARNING: This fund is over budget**

Cassia County Commissioner Meeting

Attendance Log

Date: 11-6-2023

NAME (Please Print)	TOWN	REPRESENTING
1. George Warrell	Oakley	Sheriff
2. Shannon Taylor		Sheriff/Sail
3. JOE LARSEN	Burley	CLERK
4. Heather Whitehead	Burley	Auditor's
5. Clint Adams	Burley	Assessor
6. Todd Powers	Malta	Fair Board
7. Paul Merchant	Idley	" "
8. Cordell Sheridan	Almo	" "
9. Laura Gneuer	Burley	Treasurer
10. Kyle Carpenter		Self
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