



Cassia County Board of Commissioners MEETING MINUTES

Monday, December 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) 9:01 AM Call to order
- 2) Pledge of Allegiance and prayer
- 3) 9:03 AM Roll call

Roll Call.

Present: Leonard M. Beck - Chair, Kent R. Searle - Member, Bob Kunau - Member, Kerry McMurray - Assistant to Board (Not voting), Sharene Ahlin - Deputy Clerk (Not voting).

- 4) 9:03 AM Calendar, meetings, committee reports, and correspondence were reviewed.
 - a) Mid Snake Water meeting 12/20/2023
 - b) South Central Public Health District meeting 12/20/2023
 - c) Solid Waste District meeting 12/20/2023
 - d) 9:11 AM Planning and Zoning dinner 12/21/2023. There is hope to discuss the bonding issue for subdivisions.
- 5) 9:13 AM Approve payables for 12/18/2023

9:13 AM **Motion and Action:** Approve payables as presented on 12/18/2023 in the amount of \$336,395.66, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

- 6) 9:14 AM Approve minutes from 12/11/2023 & 12/12/2023

9:15 AM **Motion and Action:** Approve minutes from 12/11/2023 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

9:15 AM **Motion and Action:** Approve minutes from 12/12/2023 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

- 7) Approval of Clerk's Office recommendations regarding junior college Certificates of Residency.
 - a) There were none to be considered

CASSIA COUNTY COMMISSION
REGULAR SESSION
Monday, December 18, 2023

Instrument # 2024000004

BURLEY, CASSIA, IDAHO

1-2-2024 11:05:30 AM No. of Pages: 8

Recorded for : CASSIA COUNTY COMMISSIONERS

JOSEPH LARSEN

Fee: 0.00

Ex-Officio Recorder Deputy

Index to: COMMISSIONERS MINUTES

EV

8) 9:16 AM Personnel Matters - Change of Status Requests

- a) Extension Office – Rosie Davids – 4-H Program Coordinator – voluntary resignation

9:16 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) 10:13 AM Executive Sessions

10:14 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.

11:03 AM Upon exit of Executive Session, the board took the matter under advisement.

11:55 AM **Motion and Action:** Enter Executive Session pursuant to 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.

12:05 PM Upon exit of Executive Session, the board took the matter under advisement.

10) 11:12 AM Approve Hanson Sports LLC request for first payment on Rodeo Grandstands project

11:13 AM **Motion and Action:** Approve Hanson Sports LLC request for the first payment on the rodeo grandstand project in the amount of \$266,780 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

11) 11:05 AM Review and approve a letter of appreciation to Project Mutual Telephone

- a) Commissioner Searle discussed that there was a failure of an administrative line recently and stated that PMT was quick to solve the problem no matter what the hour.
- b) Searle stated that there was a second failure recently that resulted from a failure of county equipment. PMT's staff was also quick to solve the problem.
- c) Commissioner Searle will draft a letter to be reviewed at the next meeting of the Board.

12) Consider areas of participation for publication being produced by The Times News

- a) Chair Beck discussed that he had been advised that the Clerk's Office intends to provide elections related information in that publication.
- b) No additional areas of participation were determined.

SCHEDULED ACTION AGENDA ITEMS

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- 13) 9:17 AM Reports from Veterans Service Officer – Chuck Driscoll
- a) November activities were reviewed.
 - b) Eleven food boxes were provided to families for their Thanksgiving meal. They have identified ten families in need of food boxes for Christmas.
 - c) The VA is recalling the van that had been provided to assist in transport of veterans to appointments. This means that there will be no means of transporting anyone for appointments. Driscoll is contacting A to B to look into transportation options. Driscoll stressed that most veterans may request to acquire treatment locally as opposed to going to Boise for treatment.
 - d) Driscoll hopes to apply for a grant for office space as well as space for a recreational center. It was stressed that the hope is for this to be acquired through grant sources, without cost to either of the participating counties.
- 14) 9:30 AM Request approval of cancellation of taxes for approved Homeowners Exemptions – Treasurer
- a) Treasurer Greener reviewed the list of homeowner exemption cancellations containing seven parcels. It was explained that this represents those parties that have applied for a homeowner exemption since November 23, 2023.
 - b) The total in canceled taxes for the seven listed parcels comes to \$4,654.03. The parcels listed were:
 - i) RP10S23E297017
 - ii) RP000030020030
 - iii) RBPV010030030
 - iv) RPBGE010020050
 - v) RPBSM01002007A
 - vi) RP10S23E272800
 - vii) MH11S23E19000C

9:35 AM **Motion and Action:** Approve presented tax cancelation of the seven properties listed, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

- 15) 9:36 AM Consider cancellation of property taxes on PP21047, RP10S22E293240, and MH10S28E068381
- a) PP21047 is a personal property parcel with an error in the application of the personal property exemption. Cancellation of taxes for 2023 was requested in the amount of \$452.86.
 - b) RP10S22E293240 is a real property parcel that is owned by Southwest Irrigation District for 12 months. Southwest Irrigation District is a tax-exempt entity. The request was to cancel the taxes for 2023 in the amount of \$33.40.
 - c) MH10S28E068381 is a mobile home owned by Burley Highway District. Burley Highway district is a tax-exempt entity and has owned the parcel for a period of six months of 2023. The request was to cancel the taxes for 2023 in the amount of \$66.06.

9:45 AM **Motion and Action:** Approve cancellation of taxes for the three properties described in the amount of \$552.32 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

- 16) 9:46 AM Discuss for approval a Widow's Benefit Application for Drury.
- a) Assessor Mart Adams discussed that the applicant felt they had applied for the Property Tax Relief (Circuit Breaker) program. No application was found in the Assessor's Office for the current year.

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- b) Adams discussed that in prior years that the Assessor's Office had sent out letters to remind those applicants that had applied for PTR in prior years, and had not applied yet for the tax year to not miss the application deadline. Those reminders were not sent in 2023.
- c) Chair Beck discussed that the Widow's Benefits trust had been utilized as a one-time only benefit historically.
- d) Commissioner Kunau suggested that they treat any relief as though the PTR had been applied for.
- e) It was discussed that Ms. Drury would owe \$84.00. Treasurer Greener then asked that she be allowed to discount her solid waste fee to \$24.00 as would have been done if PTR had been applied for.

9:58 AM **Motion and Action:** Treat this case like you would a circuit breaker, with anything that doesn't pay out of a circuit breaker, we would have her pay, **Moved by** Bob Kunau – Member

- f) Treasurer Greener clarified that Ms. Drury would be paying \$60.00. Greener stated that she could cancel \$24.00 of the solid waste fee, and that the Widows Benefit Trust would be paying \$818.02.

9:59 AM **Motion restated:** Waive of her \$906.02, she is going to pay \$60.00. The balance of \$818.02 is the amount that would be waived under a normal circuit breaker program, with the money to come out of the Cassia County Widow's Benefit Fund. **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously

17) 10:01 AM Review and Approve FY2023 Indigent Defense Expenditure Report

- a) Deputy Auditor Michelle Wallace reviewed the report for the Board.
- b) Clerk Larsen discussed that the County has lost 100% of the levy funding for those related expenses, however the county has retained a certain percentage of obligation financially for some items. There may be discussion in regards to the matter in IAC.

10:06 AM **Motion and Action:** Approve FY2023 Indigent Defense Expenditure Report as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

18) 11:03 AM Approve Auditor's Office allocations of revenue receipts

11:03 AM **Motion and Action:** Allocate the remaining ARPA funds in the same manner similar to the fashion that we have done previously to comply with current interim rules of the Department of Treasury, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

19) 11:17 AM Consider XCell Engineering LLC contract for geotechnical survey

- a) Mr. McMurray stated that he will follow up on the matter.

20) 11:38 AM Proposed County building discussion

- a) Commissioner Kunau asked for feedback on a recent drawing he presented for the new building.
- b) It was discussed that the current square feet in use for each department should be considered.
- c) The need of space for various departments was discussed.

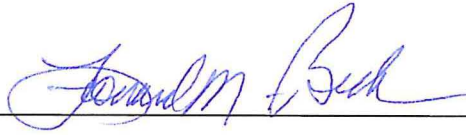
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- d) It was stated that the Adult Misdemeanor Probation department is facing some challenges with the building that they are currently located in and may need to be located elsewhere.
- e) Matter to be considered in the 1/2/2024 meeting.

21) 12:05 PM Adjourn

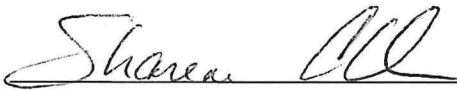
12:05 PM **Motion and Action:** Adjourn, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member.
Motion passed unanimously.

APPROVED:



Leonard M. Beck, Chair

DEPUTY CLERK OF THE BOARD:



Sharene Ahlin

SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS

21% 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	1,220,863.93	163,360.28	4,516,048.07	79%
0002 ROAD & BRIDGE	754,095.00	94,133.44	1,965.07	659,961.56	88%
0006 DISTRICT COURT	377,630.00	55,300.31	71.50	322,329.69	85%
0008 JUSTICE FUND	13,922,579.00	2,547,935.89	3,790.95	11,374,643.11	82%
0009 K-9 EXPENSE	4,000.00	0.00	250.00	4,000.00	100%
0012 M-C MISDEMEANOR PROBATION	1,184,800.00	255,066.55	2,884.34	929,733.45	78%
0016 SOCIAL SERVICES-ASSISTANCE	537,550.00	26,649.99	7,109.04	510,900.01	95%
0020 REVALUATION	356,180.00	69,499.14	266.98	286,680.86	80%
0025 WATERWAYS	50,000.00	6,824.58	11,395.77	43,175.42	86%
0028 SNOWMOBILE	86,425.00	2,033.86	22.58	84,391.14	98%
0029 PHYSICAL FACILITIES	12,041,300.00	118,757.24	110,000.00	11,922,542.76	99%
0032 PREVENTIVE HEALTH FUND	270,000.00	44,966.52	22,483.26	225,033.48	83%
0048 EMPLOYEE BENEFITS FUND	3,873,550.00	589,014.24	12,795.89	3,284,535.76	85%
		Total Amount Paid	336,395.66		

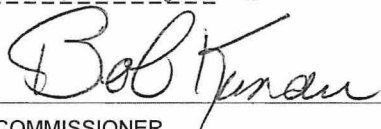
STATE OF IDAHO
CASSIA COUNTY

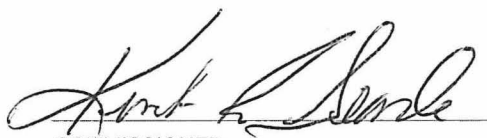
WE, THE CASSIA COUNTY COMMISSIONERS, BEING DULY SWORN DO HEREBY CERTIFY AND DECLARE THAT
WE HAVE REVIEWED THE DEMANDS ENUMERATED AND REFERRED TO IN THE FOREGOING REGISTER, AND THAT THE SAME ARE
TO THE BEST OF OUR KNOWLEDGE ACCURATE AND ARE JUST CLAIMS AGAINST THE COUNTY, AND THAT THERE ARE FUNDS
AVAILABLE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

APPROVED FOR DISTRIBUTION AS OF

12-18-2023


COMMISSIONER


COMMISSIONER


COMMISSIONER

* WARNING: This fund is over budget

Cassia County Commissioner Meeting

Attendance Log

Date: 12-18-2023

NAME (Please Print)	TOWN	REPRESENTING
1. Chuck Dristoll		VSO
2. George Warrell	Oakley	Sheriff
3. J. Thompson		CCSO
4. Matt Adams	Burley	Assessor's office
5. Laura Gruener	Burley	Treasurer
6. Michelle Wallace	Rupert	Auditors
7. Heather Whitehead	Burley	Auditors
8. JOELARSEN	Burley	CLERK
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