



Cassia County Board of Commissioners SPECIAL MEETING MINUTES

Tuesday, December 10, 2024

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, Sharene Ahlin – Deputy Clerk (Not voting).

- 4) 9:09 AM Calendar, meetings, committee reports, and correspondence were reviewed.
 - a) The City of Burley is planning to hold a public hearing at their meeting on 12/20/2024 at 7:00 AM in Council Chambers at City Hall, 1401 Overland Ave, Burley, ID to consider their new comprehensive plan. A copy of their notice has been placed in the record.
 - b) 11:19 AM Chair Beck noted that he had received a response from Tia Amundson with Idaho Vocational Rehabilitation regarding their current lease information. The current lease for Vocational Rehab is at a cost of \$1,457.02 per month, which includes utilities and maintenance based upon the prior year actual costs.
- 5) 9:13 AM Approve payables for 12/10/2024

9:15 AM **Motion and Action:** Approve payables as presented on 12/10/2024 in the amount of \$585,297.30, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

- 6) Approve minutes (none to be considered)
- 7) 9:17 AM Approval of Clerk's Office recommendations regarding junior college Certificates of Residency

9:18 AM **Motion and Action:** Approve Clerk's Office recommendations to approve five and deny one junior college Certificates of Residency as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

- 8) Personnel Matters - Change of Status Requests (none to be considered)
- 9) 11:21 AM Executive Sessions

11:21 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (b) to consider personnel issues, Idaho Code § 74-206 (1) (d) to consider records that are exempt from public disclosure, Idaho

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EV

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.

12:15 PM Upon exit of Executive Session, the board took the matter under advisement.

12:15 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.

10) 9:36 AM Deliberate and execute Professional Services Agreement with erstadt

9:38 AM **Motion and Action:** Execute the Professional Services Agreement with erstadt as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

11) 12:16 PM Deliberate and if possible, execute Construction Manager Agreement with Jones Construction

12:20 PM **Motion and Action:** Execute the Construction Manager Agreement with Jones Construction as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

12) 9:01 AM VSO periodic update report – VSO Driscoll

- a) Driscoll reviewed the monthly activity report for the Board.
- b) He discussed that he is continually amazed by the generosity of the members of the community to the veterans and their families.

13) 9:28 AM Review & approve 2024 State Homeland Security Program grant award from DHS – Gee

- a) Grant is authorized in the amount of \$44,370.18.
- b) It was discussed that there is no county match.

9:31 AM **Motion and Action:** Approve the 2024 State Homeland Security grant award from the Department of Homeland Security in the amount of \$44,370.18 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

14) 9:32 AM Review & approve Emergency Management Performance grant award from DHS – Gee

- a) The grant helps to fund the wages and benefits for the Grant Management position.
- b) The grant total amount is \$37,669.12, with \$18,834.56 to be awarded to the county, and the remaining \$18,834.56 as the county match.

9:34 AM **Motion and Action:** Approve the Emergency Management Performance Grant Award from the Department of Homeland Security for a total of \$37,669.12, with 50% matching from the county in the amount of \$18,834.56 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

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- 15) 9:40 AM Consider cancellation of property taxes on RPBSH010010050, RPOVW64030001E, RPACP04001001A, MHOK002160001B, PP16113, PP20224, RP11S23E131806 – Treasurer Greener
- Treasurer Greener presented the various cancellations of property taxes to be considered.
 - She noted that none of the cancellations were related to homeowner exemptions applied for after the abstract date.
 - The cancellations included two personal property parcels that should have had a personal property exemption applied to their net taxable value. Taxes were calculated without the exemption having been applied. This was attributed to a possible computer error.

9:43 AM **Motion and Action:** Approve the cancellation of taxes on parcel RPBSH010010050 owned by Cody Coltrin in the amount of \$1,135.88 and parcel RPOVW64030001E owned by Ray Bronson in the amount of \$586.70 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9:48 AM **Motion and Action:** Approve cancellation of taxes for parcel RPACP04001001A owned by Kerma Olson in the amount of \$153.70 for tax year 2023, and in the amount of \$135.56 for the 2024 tax year as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously

9:52 AM **Motion and Action:** Approve cancellation of taxes on parcel MHOK002160001B owned by Bruce Anderson in the amount of \$301.28, with the parcel to be terminated on 1/1/2025, as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

10:04 AM **Motion and Action:** Approve cancellation of taxes for parcel PP16113 owned by Wells Fargo Bank in the amount of \$1,894.98 and parcel PP20224 owned by First-Citizens Bank & Trust Company in the amount of \$1,894.98 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously

10:07 AM **Motion and Action:** Approve cancellation of taxes for parcel RP11S23E131806 owned Pamela Miller and Jessie Set in the amount of \$23.56 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

- 16) 10:09 AM Discuss for approval a Widow's Benefit Application for Maria Fernandez
- Deputy Treasurer Sheri Bedke presented the application received for tax year 2024.
 - The Board noted that the benefit may be approved as a one-time benefit.
 - The recommendation of the Treasurer's Office was for an approval of benefit in the amount of \$600.00 to be paid towards the property taxes on parcel number RPBGP310030230.
 - It was also recommended to reduce the portion of the tax bill that represents the solid waste fee from \$48.00 to \$24.00 for the year.

10:16 AM **Motion and Action:** Use the Cassia County Widow's Benefits fund to pay taxes on parcel RPBGP310030230 in the amount of \$600.00 for Maria Fernandez as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

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10:20 AM **Motion and Action:** Approve a reduction of the solid waste fee in the amount of \$24.00 on parcel RPBGP310030230 for Maria Fernandez as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

17) 10:22 AM Kickoff meeting for Cassia County's new office building

- a) The meeting included representatives from erstad Architects and Jones Construction with the purpose to discuss the proposed new county building project.
- b) They discussed the project's timeline, budget and the need for a collaborative approach. They agreed to hold frequent meetings to discuss the progress on the project. Future meetings were tentatively planned for 10:00 AM on Tuesdays.
- c) They will aim for a complete set of bid documents by May, which would be a good window for bidding. They also agreed to hold a second kickoff meeting in January to re-establish the project's status, confirm the schedule, and set target dates for each department.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

18) 9:35 AM Discuss and approve Burley Irrigation District letter on water

- a) There were no updates on this matter.

19) 9:35 AM Discuss petroleum storage tank to determine future use

- a) Commissioner Searle will look into the matter further.

20) 9:35 AM BEADS funding and concerns discussion

- a) There was no new information to discuss.

21) 9:21 AM Discuss Gateway West and/or Sage Grouse matters

- a) Chair Beck was unable to attend the recent Idaho Fish and Game meeting regarding the Sage Grouse.
- b) The deadline for filing a protest of the BLM revisions was reported by Mary Darling to be 12/16/2024.

22) Proposed county building discussion (item #17 above)

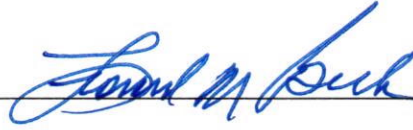
23) 9:36 AM Discuss air ambulance

- a) Commissioner Searle stated that progress is being made on the matter and they may present it next week.

24) 12:21 PM Adjourn

12:21 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
19% 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)	4,674,940.00	987,192.47	144,448.03	3,687,747.53	79%
0002 ROAD & BRIDGE	712,675.00	64,358.55	6,309.72	648,316.45	91%
0006 DISTRICT COURT	370,335.00	77,222.32	4,670.24	293,112.68	79%
0008 JUSTICE FUND	14,689,453.00	2,195,172.21	264,119.23	12,494,280.79	85%
0009 K-9 EXPENSE	4,000.00	625.00	327.54	3,375.00	84%
0012 M-C MISDEMEANOR PROBATION	1,328,670.00	252,024.56	26,968.42	1,076,645.44	81%
0013 911 COMMUNICATIONS	819,250.00	28,518.76	3,821.10	790,731.24	97%
0015 CONSOLIDATED ELECTIONS	330,875.00	719.64	632.70	330,155.36	100%
0016 SOCIAL SERVICES-ASSISTANCE	251,870.00	18,879.42	4,136.00	232,990.58	93%
0018 CASSIA COUNTY FAIR	292,280.00	14,021.03	1,475.00	278,258.97	95%
0020 REVALUATION	402,310.00	76,012.99	6,334.07	326,297.01	81%
0027 NOXIOUS WEED & PEST	489,730.00	55,529.11	8,169.95	434,200.89	89%
0028 SNOWMOBILE	32,475.00	2,511.96	2,624.62	29,963.04	92%
0029 PHYSICAL FACILITIES	12,423,860.00	74,333.73	3,567.62	12,349,526.27	99%
0048 EMPLOYEE BENEFITS FUND	3,894,840.00	748,005.87	107,658.07	3,146,834.13	81%
0053 NARCOTICS SEIZED ASSETS FUND	30,000.00	5,112.24	34.99	24,887.76	83%
Total Amount Paid			585,297.30		

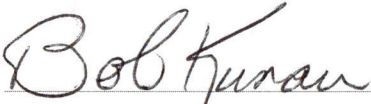
STATE OF IDAHO
CASSIA COUNTY

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

12-10-2024


COMMISSIONER


COMMISSIONER


COMMISSIONER

attest: Shavene Ahli - Deputy Clerk

* WARNING: This fund is over budget

Cassia County Commissioner Meeting

Attendance Log

Date: 12-10-2024

	NAME (Please Print)	TOWN	REPRESENTING
1.	Chuck Driscoll	Burley	VSD
2.	Kimberly Hill	Cassia	EM.
3.	Laura Greener	Burley	Treasurer
4.	Mirella Manjar	Burley	Assessors
5.	Angie Man	Burley	11
6.	Mart Adams	Burley	Assessor
7.	Sheri Beckel	Burley	Treasurer
8.	Don Christopherson	Burley	Gay Tex Const.
9.	ALICIA PERRY	Burley	GARY JONES
10.	Josh Moser	Boise	ENSTAD
11.	Susan Keck	Almo	Social Services.
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