Cassia County Board of Commissioners
SPECIAL MEETING MINUTES
Friday, September 12, 2025

Cassia County Courthouse • Commission Chambers
1459 Overland Ave • Room 206 • Burley ID 83318

9:30 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) 9:34 AM Call to order
2) Pledge of Allegiance and prayer
3) 9:36 AM Roll call

Roll Call.

Present: Leonard M. Beck - Chair, Bob Kunau - Member, Sharene Ahlin – Deputy Clerk (Not voting)

4) 9:37 AM Calendar, meetings, committee reports, and correspondence were reviewed.
5) 9:39 AM Personnel Matters - Change of Status Requests
   a) Mini-Cassia Criminal Justice Center – Heather McCormick – part time detention deputy – termination
   b) Mini-Cassia Criminal Justice Center – Nathali Ortiz-Martinez – part time detention deputy – termination
   c) Mini-Cassia Criminal Justice Center – Arielle Piper – part time detention deputy – termination
   d) Sheriff – Jay Durfee – part time patrol deputy – termination
   e) Sheriff – Theresa Marshall – part time bailiff - termination
   f) FY2026 Cost of Living increases for the following departments: Clerk, Assessor, Treasurer, Commissioners, Building & Grounds, County Extension Office, Information Technology, Road & Bridge, Prosecutor, Coroner, Building and Zoning, Fair, Noxious Weed & Pest, Mini-Cassia Criminal Justice Center

9:40 AM **Motion and Action:** Approve Change of Status Requests as presented, **Moved by** Bob Kunau - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed.

9:47 AM Commissioner Searle joined the meeting via Zoom.
10:05 AM Mr. McMurray joined the meeting.

6) 10:08 AM Executive Session

10:09 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (b) to consider personnel issues **Moved by** Bob Kunau - Member, **Seconded by** Leonard M. Beck - Chair.
Vote: Motion carried by roll call vote (**summary:** Yes = 2).
Yes: Bob Kunau - Member, Leonard M. Beck - Chair.

10:24 AM Upon exit of Executive Session, the board took the matter under advisement.

10:25 AM Prosecutor Larsen joined the meeting.

Instrument # 2026000473
BURLEY, CASSIA, IDAHO
2-9-2026 12:44:56 PM No. of Pages: 4
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00
Ex-Officio Recorder Deputy
Index to: COMMISSIONERS MINUTES

7) 10:25 AM Review and approve contract for Public Defender Office space
   a) Mr. McMurray had just received and reviewed the proposed document for the Board.
   b) It was noted that Minidoka County had not been included on the lease agreement. There was discussion to consider including Minidoka County since the Public Defender office space lease falls under a joint agreement with Minidoka County.
   c) Concern was expressed regarding some of the additional fees referenced in the proposed lease.
   d) It was suggested that the contract be provided to Minidoka County for review and then a joint meeting could be scheduled to consider the matter.
8) 11:05 AM Adjourn

11:05 AM **Motion and Action:** Adjourn, **Moved by** Bob Kunau – Member, **Seconded by** Leonard M. Beck – Chair, Motion passed.

APPROVED:

Leonard M. Beck, Chair

DEPUTY CLERK OF THE BOARD:

Sharene Ahlin

Cassia County Commissioner Meeting

Attendance Log

Date: 9-12-2025

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