Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, October 20, 2025

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) 9:02 AM Call to order
2) Pledge of Allegiance and prayer
3) 9:04 AM Roll call

Roll Call.

Present: Leonard M. Beck - Chair, Bob Kunau - Member, Kerry McMurray - Assistant to Board (Not voting), Cally Velasquez - Deputy Clerk (Not voting).

4) 9:05 AM Calendar, meetings, committee reports, and correspondence were reviewed.
5) 9:32 AM Approve payables for 10/20/2025

9:33 AM **Motion and Action:** Approve payables in the amount of $375,390.19 as presented on 10/20/2025, **Moved by** Bob Kunau - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed unanimously.

6) 9:08 AM Approve minutes from 10/8/2025 and 10/15/2025

9:08 AM **Motion and Action:** Approve minutes from 10/8/2028 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed unanimously.

9:12 AM **Motion and Action:** Approve minutes from 10/15/2025 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed unanimously.

7) 9:09 AM Approval of Clerk's Office recommendations regarding junior college Certificates of Residency

9:09 AM **Motion and Action:** Approve Clerk's Office recommendations to approve 11 junior college Certificates of Residency as presented, **Moved by** Bob Kunau - Member, **Seconded by** Lenard M. Beck - Chair. Motion passed unanimously.

8) 9:20 AM Executive Session

Instrument # 2025004163
BURLEY, CASSIA, IDAHO
11-3-2025 03:17:42 PM No. of Pages: 6
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00
Ex-Officio Recorder Deputy EV
Index to: COMMISSIONERS MINUTES

9:21 AM **Motion and Action:** Enter Executive Session pursuant to 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** Bob Kunau - Member, **Seconded by** Leonard M. Beck - Chair.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 2).
Yes: Bob Kunau - Member, Leonard M. Beck - Chair.

9:32 AM Upon exit of Executive Session, the board took the matter under advisement.

9) 9:10 AM Ratify approval of Cassia County Benefits Stop Loss Application with Companion Life
   a) There was discussion during the 10/15/2025 meeting to approve the stop loss application, however no formal motion had been made.

9:10 AM **Motion and Action:** Approve the Cassia County Benefits Stop Loss Application with Companion Life, **Moved by** Bob Kunau - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed unanimously.

10) 9:37 AM Discuss Joint Public Defender related matters and correspondence from Minidoka County
   a) The Board asked for verification of numbers listed from a letter received by Minidoka County regarding the cost obligations for the Public Defender's Office through FY2027.
   b) Deputy Auditor Wallace pointed out that the Auditor's Office understanding was that both counties are obligated to house the State Public Defenders Office (SPD) through to 7/1/2029 so some of the numbers are insufficiently calculated.
   c) The lease contract for the location states that in FY2028 there is a 3% increase, going from the current lease of $1,108.00 per month to $1,141.24 per month. The Common Area Maintenance (CAM) estimates of $351.78 per month would also increase 3%, which hadn't been accounted for beyond FY2027.
   d) Wallace roughly estimated approximately $500.00 per month for all utilities, noting that the SPD will reimburse the cost of utilities paid for by the county on a quarterly basis. The cost of utilities was omitted from Minidoka's calculations.
   e) Cassia County's combined transaction detail of 10/10/2025 was correct as cited. Minidoka's share of the balance was also cited correctly.
   f) Minidoka's calculation of the total two-year expenses for both counties was $35,034.72, not including the cost of utilities, which still need to be paid prior to reimbursement, was accurate. Minidoka's share of just the rent and CAM was estimated at $17,517.36.
   g) It was unclear how they arrived at the additional $13,983.00 to offset any misunderstanding between the two counties in securing a new location for the SPD office. They are requesting $84,666.37 payment from the available cash balance.
   h) It appeared that Minidoka County wants to withdraw from the Joint Powers Agreement prematurely. According to the Joint Powers agreement, McMurray believed the Board did not have the authority to absolve Minidoka County of their obligations for FY2028 and FY2029.
   i) The Board requested the minutes from two joint commissioner meetings in which Public Defense was discussed to evaluate if Minidoka understood the statutorily-required five-year commitment for joint public defender facilities.

j) Wallace was asked to prepare calculations based off of the County's understanding of the obligations to counter Minidoka's request. No decision would be made until questions could be answered.

11) 10:20 AM Consider Juvenile Detention proposals received from Twin Falls County and Minidoka County
   a) No response had been received yet from Minidoka County on the questions the Board sent to Minidoka on 10/15/2025.
   b) The matter will be considered further once additional information is received.

12) 9:58 AM New building Guaranteed Maximum Price/Bid Acceptance from Gary Jones Construction
   a) Jason Jones from Gary Jones Construction presented the bid acceptance documents to the Board.
   b) The costs incurred by erstad Architects were not a part of the calculations as they have a separate contract with the County.

10:19 AM **Motion and Action:** Sign the Total Guaranteed Maximum Price from Jones Construction for $12,249,931.00, **Moved by** Bob Kunau - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed unanimously.

13) 9:17 AM Review and approve Resolution No. 2025-018 approval of H&E Holdings LLC CUP/CAFO/Variance

9:17 AM **Motion and Action:** Approve Resolution No. 2025-018 approval of H&E Holdings LLC CUP/CAFO/Variance as presented, **Moved by** Bob Kunau - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

14) 9:35 AM Review and approve Cassia County Health Plan Amendment No. 2

9:36 AM **Motion and Action:** Approve the Amendment No. 2 to the Cassia County Employee Benefit Plan, **Moved by** Bob Kunau - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed unanimously.

15) 9:54 AM Review and approve water heater replacement for court house – Hernandez
   Hernandez presented the work order quote of $3,102.00 from Catmull Plumbing, which was $700.00 less than Standard Plumbing had quoted for the same model.

9:56 AM **Motion and Action:** Approve the purchase of the water heater from Catmull Plumbing Inc. in the installed amount of $3,102.00, **Moved by** Bob Kunau - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed unanimously.

16) 10:24 AM Adjourn

10:25 AM **Motion and Action:** Adjourn, **Moved by** Bob Kunau - Member, **Seconded by** Leonard M. Beck - Chair. 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

5% 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)	5,093,499.00	383,548.75	58,891.54	4,709,950.25	92%
0002 ROAD & BRIDGE	712,150.00	8,739.25	8,840.94	703,410.75	99%
0006 DISTRICT COURT	399,326.00	14,338.18	4,623.91	384,987.82	96%
0008 JUSTICE FUND	15,639,677.00	487,252.42	194,982.95	15,152,424.58	97%
0012 M-C MISDEMEANOR PROBATION	1,390,000.00	51,636.53	18,143.00	1,338,363.47	96%
0013 911 COMMUNICATIONS	954,840.00	942.51	55.00	953,897.49	100%
0018 CASSIA COUNTY FAIR	301,913.00	3,576.70	1,512.00	298,336.30	99%
0020 REVALUATION	468,000.00	19,802.81	7,560.00	448,197.19	96%
0025 WATERWAYS	84,000.00	0.00	1,781.88	84,000.00	100%
0027 NOXIOUS WEED & PEST	518,550.00	14,839.13	6,048.00	503,710.87	97%
0029 PHYSICAL FACILITIES	12,531,140.00	0.00	28,409.01	12,531,140.00	100%
0048 EMPLOYEE BENEFITS FUND	4,295,615.00	108,010.34	44,476.96	4,187,604.66	97%
0061 COURT INTERLOCK FUND	9,000.00	0.00	65.00	9,000.00	100%
		Total Amount Paid	**375,390.19**		

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 10-20-2025

Leonard M Bell — COMMISSIONER

Bob Kunau — COMMISSIONER

excused — COMMISSIONER

attest: Cally Velasquez deputy clerk

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

Cassia County Commissioner Meeting

Attendance Log

Date: 10-20-2025

	NAME (Please Print)	TOWN	REPRESENTING
1.	Jason Jones	Burley	Self
2.	Trent Bailey	Burley	MCJDC
3.	Don Christopherson		GTC
4.	Michelle Wallace	Rupert	Auditors
5.	Kelly Bowen	Burley	B.I.A.
6.	Trevor Reno	Burley	Self
7.	Pete Hernandez	Burley	Building and grounds
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