Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, November 3, 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) 9:01 AM Call to order
2) Pledge of Allegiance and prayer
3) 9:02 AM Roll call

Roll Call.

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

4) 9:02 AM Calendar, meetings, committee reports, and correspondence were reviewed.
5) 9:11 AM Approve payables for 11/03/2025

9:11 AM **Motion and Action:** Approve payables in the amount of $137,201.80 as presented on 11/03/2025, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

6) 9:13 AM Approve minutes from 7/8/2025, 9/29/2025, 10/20/2025 and 10/27/2025

9:13 AM **Motion and Action:** Approve minutes from 7/8/2025 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9:13 AM **Motion and Action:** Approve minutes from 9/29/2025 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9:14 AM **Motion and Action:** Approve minutes from 10/20/2025 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 10/27/2025 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

7) 9:15 AM Review and approval of Alcoholic Beverage License application for which there is a transcribable verbatim record of the proceedings as required by Idaho Code § 23-1015.
   a) Las Penitas Market & Taqueria - Bottled/canned beer ON premises, Bottled/canned beer OFF premises

9:19 AM **Motion and Action:** Approve the Alcohol License application as presented,
Moved by Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

Instrument # 2025004326
BURLEY, CASSIA, IDAHO
11-17-2025 12:37:12 PM No. of Pages: 8
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00
Ex-Officio Recorder Deputy
Index to: COMMISSIONERS MINUTES

8) 9:21 AM Approval of Clerk's Office recommendations regarding junior college Certificates of Residency

9:22 AM **Motion and Action:** Approve Clerk's Office recommendations to approve eight junior college Certificates of Residency as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

9) 11:09 AM Executive Session

11:10 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** 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.

11:44 AM Upon exit of Executive Session, the board took the matter under advisement.

10) 9:23 AM Review, approve & sign letter in support of Keep Idaho Water
   a) Chair Beck discussed that a letter had been discussed during the Middle Snake Regional Water Resource Commission meeting recently. The counties were asked to submit a letter of support for "Keep Idaho Water."
   b) A proposed letter was read into the record, and a correction was requested to say "we" instead of "I" in the letter, and to add a place for each commissioner's signature.

9:27 AM **Motion and Action:** Sign the letter in support of "Keep Idaho Water" with the noted corrections as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

11) 10:36 AM Review, approve & sign letter to Minidoka County regarding Juvenile Detention Facility Bed Agreement
   a) McMurray read a letter that was drafted to be sent to Minidoka County regarding a Juvenile Detention Facility Bed Agreement. The letter sought clarification regarding the 2.5 beds per day.
   b) The letter also asked that Minidoka County present Cassia County with a full contract detailing their proposed agreement.

10:39 AM **Motion and Action:** Approve sending the letter to Minidoka County regarding the Juvenile Detention Facility Bed Agreement as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

12) 10:43 AM Review, approve & sign letter to Minidoka County regarding State Public Defender Office Space and public defense trust
   a) McMurray read a letter into the record. The letter responded to the letter from the Minidoka County Commissioners dated 10/14/2025.
   b) The letter stated that pursuant to Idaho Code Section 19-6008 in subsection (3) requires that "any county providing office space to a county office of public defense or a joint county office of public defense as of 01/01/2023 shall continue to make available the same or substantially similar office space for the use of the office of the state public defender until 7/1/2029."

c) It noted that the Public Defender Trust is likely to be adequately funded to handle the rent obligations until 7/1/2029, as well as the costs associated with preparing the new office space and moving the public defenders to that office space.
d) Once the joint responsibility ends on 7/1/2029 and all expenses have been settled, any remaining trust balance would be divided between the counties.

10:52 AM **Motion and Action:** Approve the signing and sending of the letter to the Minidoka County Commissioners regarding the state public defender's office space and the public defense trust as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

13) 10:30 AM Sign Resolution No. 2025-019, Cassia County Hazard Mitigation Plan 2025
Captain Kevin Horak discussed that the resolution is necessary for the Cassia County 2025 Hazard Mitigation Plan.

10:33 AM **Motion and Action:** Adopt resolution No. 2025-019 Cassia County Hazard Mitigation Plan 2025 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

14) 10:34 AM Sign Resolution No. 2025-020, providing an extra holiday as employee Christmas gift

10:35 AM **Motion and Action:** Sign Resolution 2025-020 providing an extra holiday as an employee Christmas gift as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

15) 9:30 AM Consider cancellation of property taxes for approved Homeowner's Exemptions – Treasurer
a) Treasurer Greener presented a list of 18 property tax cancellations to be considered.
b) She noted that the cancellations reflect the applications for homeowners' exemptions that were received after 7/14/2025. The estimated tax cancellation is to be in the amount of $9,811.92.

9:38 AM **Motion and Action:** Approve the 18 property tax cancellations for homeowner exemptions as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

16) 9:41 AM Consider Special Assessments for certification to the 2025 Tax Roll – Treasurer
a) Greener presented a list of the special fees to be certified to the 2025 property tax roll.
b) The total charge of the special assessments was $3,499,193.58. It was noted that total includes various irrigation changes, solid waste fees, weed related charges, forest practices act and forest fire protection, and Oregon Trail Recreation fees.

9:44 AM **Motion and Action:** Approve the certified specials to be added to the tax rolls for the 2025 tax year as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

17) 9:49 AM Approve purchase of replacement cameras from M2 Automations – Taylor
    a) Jail Supervisor Shannon Taylor discussed that each year they plan to replace some cameras. The new cameras will include audio, which is a feature not present in the cameras being replaced. The cost of the cameras was noted to be $13,132.80, which would be due in the current fiscal year.
    b) A premium support package was requested, in the amount of $2,166.91. It was stated that the support package fee would be due in the next year. The premium support would include replacement of the cameras if they should break, and they would be replaced after a period of ten years.

9:57 AM **Motion and Action:** Approve the purchase of six replacement cameras from M2 automations in the amount of $13,132.80 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9:59 AM **Motion and Action:** Support the purchase of the premium support in the amount of $2,166.91 annually to begin after 10/1/2026 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

18) 10:00 AM Approve painting bid If the Walls Could Talk LLC for 1000 Block – Taylor
    a) Taylor discussed that the bid is for the painting of the doors, walls and ceiling in the 1000 block.
    b) The total bid was for $6,500.00

10:02 AM **Motion and Action:** Approve the bid for $6,500.00 to repaint cell block 1000 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

19) 10:04 AM Approve floor replacement bid from Orr Floor Care for 1000 Block – Taylor

10:05 AM **Motion and Action:** Approve the floor replacement bid from Orr Floor Care for the 1000 block in the amount of $21,000.00 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

20) 10:06 AM Cassia Regional Hospital annual report – Mike Blauer and Stephanie Curtis
    a) They provided an update to the Board. They stated that they strive to meet the diverse healthcare needs of the community, regardless of the patient's ability to pay. Blauer stated that they are a not-for-profit organization.
    b) As part of their efforts, they provided a grant to the Cassia and Minidoka school districts in the amount of $289,800.00 to help provide access to mental health resources that are free to the families. They also provided a grant to Simply Hope in the amount of $293,569.00, along with an additional grant of $38,680.00 to the Idaho Food Bank.
    c) There was discussion that their medical office building has been completed and that they will be holding a grand opening of the building on 11/13/2025.
21) 10:55 AM Construction project status report and items in progress – Gary Jones Construction
    The utilities should be disconnected and removed from the properties. Asbestos removal will begin on 11/10/2025 and demolition for the buildings is planned to happen on 11/13/2025.

22) 11:45 AM Review new ICRMP Insurance Policy with Balanced Rock Representatives
    a) Lori Bergsma reviewed the changes to the policy for FY2026. A copy of the noted changes was placed in the record.
    b) She discussed that once the new building has been completed that there will be costs reflecting the addition of that building to the policy, however she noted that the replacement cost for insurance often does not include the costs incurred for site prep and ground work.
    c) The insurance coverage for the new building as it is being constructed was discussed to likely be covered by the general contractor. McMurray will verify how coverages apply during the construction phase.
23) 11:58 AM Lunch Recess

11:58 AM **Motion and Action:** Enter into a lunch recess, with the meeting to be adjourned following lunch, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

24) 12:30 PM Lunch at Perkins, 800 N Overland Ave, Burley, with Balanced Rock Insurance representatives.
25) 1:10 PM Adjourn

1:10 PM **Motion and Action:** Adjourn,
Moved by Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

APPROVED:

Leonard M. Beck, Chair

DEPUTY CLERK OF THE BOARD:

Sharene Ahlin

Cassia County Commissioner Meeting

Attendance Log

Date: 11-03-2025

	NAME (Please Print)	TOWN	REPRESENTING
1.	Jason Jones	Burley	Self
2.	Mart Adams	Burley	Assessor
3.	Trevor Reno	Burley	Self
4.	K. Horak		CCSO
5.	Laura Gneiser	Burley	Treasurer
6.	Shannon Tayle		Jail
7.	Stephanie Curtis	Burley	Cassia Regional Hospital
8.	Mike Blaser	Burley	Cassia Regional Hospital
9.	Chad Gill	Burley	GJC
10.	Lori Bengoa		Balanced Rock IWS/ICRMP Renewal
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SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS **9% 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	504,656.93	23,961.37	4,588,842.07	90%
0002 ROAD & BRIDGE	712,150.00	20,447.72	2,039.28	691,702.28	97%
0004 AMBULANCE SERVICES	278,425.00	0.00	22,979.25	278,425.00	100%
0006 DISTRICT COURT	399,326.00	25,081.68	1,131.00	374,244.32	94%
0008 JUSTICE FUND	15,639,677.00	965,885.67	28,027.88	14,673,791.33	94%
0012 M-C MISDEMEANOR PROBATION	1,390,000.00	85,692.69	1,308.00	1,304,307.31	94%
0013 911 COMMUNICATIONS	954,840.00	997.51	509.60	953,842.49	100%
0029 PHYSICAL FACILITIES	12,531,140.00	28,409.01	13,818.13	12,502,730.99	100%
0048 EMPLOYEE BENEFITS FUND	4,295,615.00	415,088.16	43,427.29	3,880,526.84	90%
		Total Amount Paid	**137,201.80**		

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 11-3-2025

COMMISSIONER COMMISSIONER COMMISSIONER

Attest:
Signature
Sharene Allin
Name
11-03-2025
Date

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

☒ Deputy Clerk ☐ Clerk of the Board