Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, December 29, 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, Cally Velasquez - Deputy Clerk (Not voting)

4) 9:03 AM Calendar, meetings, committee reports, and correspondence were reviewed.
   a) 9:55 AM Revisited to review an email from Director Trent Bodily of the Juvenile Probation department regarding statistics of intakes and average days of stay for each intake over the last five years.
   b) The next meeting of the Board of County Commissioners will be held Thursday, 1/8/2026.

9:07 AM Mr. McMurray entered the meeting

5) 9:08 AM Approve payables for 12/29/2025

9:08 AM **Motion and Action:** Approve payables in the amount of $65,779.29 as presented on 12/29/2025, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

6) 9:09 AM Approval of synopsis for November 2025

9:09 AM **Motion and Action:** Approve synopsis for November 22025 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

7) 9:10 AM Personnel Matters - Change of Status Requests
   a) Mini Cassia Criminal Justice Center - Tyree Yates - uncertified Detention Deputy - new Hire
   b) Mini Cassia Criminal Justice Center - Charles Jennings - uncertified Detention Deputy - new hire
   c) Mini Cassia Adult Misdemeanor Probation - Caitlyn Reynaga - Deputy Probation Officer - transfer
   d) 11:16 AM Revisited to add a change of status request and review revised requests.
   e) Assessor - Cyndi Teal - Assessor Data Entry Clerk - voluntary resignation

11:18 AM **Motion and Action:** Approve Change of Status Requests as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

Instrument # 2026000294
BURLEY, CASSIA, IDAHO
1-26-2026 03:58:17 PM No. of Pages: 7
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00
Ex-Officio Recorder Deputy CV
Index to: COMMISSIONERS MINUTES

8) 10:29 AM Executive Session

10:29 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 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** 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.

11:13 AM Upon exit of Executive Session, the board took the matter under advisement.

9) 9:13 AM Approve Central Square invoice for payment of annual maintenance fee for GIS data for CAD system

9:15 AM **Motion and Action:** Approve the expenditure to Central Square for the GIS maintenance for $10,896.61 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

10) 9:16 AM Review and approve Ordinance No. 2025-12-02 City of Albion area of impact

9:21 AM **Motion and Action:** Approve Ordinance No. 2025-12-02 City of Albion area of impact, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

11) 9:21 AM Review and approve Summary for Publication of 2025-12-02

9:23 AM **Motion and Action:** Approve Summary for Publication of Ordinance No. 2025-12-02, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

12) 9:23 AM Review and approve Ordinance No. 2025-12-03 City of Burley area of impact

9:28 AM **Motion and Action:** Approve Ordinance No. 2025-12-03 City of Burley area of impact, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

13) 9:29 AM Review and approve Summary for Publication of 2025-12-03

9:29 AM **Motion and Action:** Approve Summary for Publication of Ordinance No. 2025-12-03, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

14) 10:26 AM Review and approve Ordinance No. 2025-12-04 City of Malta area of impact

10:27 AM **Motion and Action:** Approve Ordinance No. 2025-12-04 City of Malta area of impact, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

15) 10:28 AM Review and approve Summary for Publication of 2025-12-04

10:28 AM **Motion and Action:** Approve Summary for Publication of Ordinance No. 2025-12-04, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

16) 9:48 AM Ratify Holiday pay/county office closure for December 24 and 26, 2025
   a) The closure was done to match up with both federal and state government actions.
   b) Each of the three commissioners were contacted prior to offer comment or give approval of that decision.

9:49 AM **Motion and Action:** Ratify the holiday pay for the County office closure for December 24th and 26th, **Moved by** Kent R. Searle - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed unanimously.

17) 9:50 AM Resolve attendant issues for holiday leave on December 24 and 26, 2025
   a) As has been done in the past, holiday pay for full time employees is for eight hours, part-time employees would receive four hours and those employees that could not take those days off would be given a floating holiday to use before 2/1/2026.

9:52 AM **Motion and Action:** Any issues that arise will be handled similar to the floating holiday given the day after Thanksgiving, which is full time employees for eight hours, part-time employees for four, and those that had to work will have until February 1, 2026 to use that time, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

18) 9:30 AM Approve bids for painting the 100 & 800 Cell Blocks in jail
   a) If the Walls Could Talk, LLP submitted a bid to paint the 100 Block of the jail for $6,500.00 and the 800 Block for $5,000.00.
   b) The work should begin in approximately two weeks.

9:33 AM **Motion and Action:** Approve the bids for painting in the 100 Cell Block for $6,500.00 and for painting the 800 Cell Block for $5,000.00 to If the Walls Could Talk, LLP, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

19) 9:36 AM Approve floor bids for 100 & 800 Cell Blocks in jail
   a) Orr Floor Care submitted flooring bids for the 100 Cell Block, 800 Cell Block, and a small portion of the kitchen. The 100 Cell Block was for $10,000.00; the 800 Cell Block was for $15,000.00; the small kitchen portion was $3,000.00. These amounts were accounted for in budgeting for FY2026.
   b) Lt. Taylor did not foresee the need to shut down the kitchen for the work as it could be done in the afternoon relatively quickly.
   c) 11:18 AM The warranty on the flooring work and materials was discussed. Orr Floor Care indicated there was a ten-year warranty on the epoxy and a lifetime warranty on the work. The Board requested written proof of guarantee as a condition of approval.

11:20 AM **Motion and Action:** Approve presented work with Orr Floor Care Inc., Cell Block 100 at $10,000.00, the kitchen at $3,000.00 and Cell Block 800 for $15,000.00, pending receiving written explanation of how the warranty is applied to these projects as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

20) 10:02 AM **Public Hearing** for Malta City Area of Impact

10:02 AM **Motion and Action:** Enter into a public hearing for Malta City Area of Impact, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

a) No one representing the City of Malta was present. A map of the current area of impact and the proposed reduced area of impact was explained. The reduction was to ensure no parcels were divided, as required in statute. A summation of IC §67-6526 regarding areas of impact was read into the record.
b) Malta has no municipal sewer or water services at this time.
c) Property owners Tabitha Stone and Bud Tracy asked questions regarding the effect of the area of impact on them. After explanation that it did not affect property taxes, zoning, or the receipt of PILT funds, both expressed no objection to the proposal.
d) There were no other opinions for, against, or neutral expressed.

10:24 AM **Motion and Action:** Accept the Malta City area of impact proposal as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

10:24 AM **Motion and Action:** Close the public hearing for the Malta Area of Impact, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

21) 11:13 AM Construction project status report and items for consideration - Gary Jones Construction
a) Chad Gill from Gary Jones Construction reported that all compaction tests were passed on 12/24/2025 with a score of 98 or better.
b) Today they are waiting for Landrum Surveying to give them the building corners coordinates to ensure accuracy. They hope to begin pouring the footings and building up stem walls in the next two weeks, depending on weather.
c) The next construction meeting will be held at their office on 12/31/2025 at 10:00 AM.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

22) Proposed County building discussion - none at this time.
23) 11:24 AM Adjournment

11:25 AM **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:

Cally Velasquez

SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS

24% 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	1,153,653.63	16,894.75	3,939,845.37	77%
0002 ROAD & BRIDGE	712,150.00	69,179.65	90.60	642,970.35	90%
0004 AMBULANCE SERVICES	278,425.00	48,396.50	22,979.25	230,028.50	83%
0006 DISTRICT COURT	399,326.00	85,191.05	900.00	314,134.95	79%
0008 JUSTICE FUND	15,639,677.00	2,915,925.71	1,060.83	12,723,751.29	81%
0013 911 COMMUNICATIONS	954,840.00	- 15,357.66	150.00	939,482.34	98%
0016 SOCIAL SERVICES-ASSISTANCE	99,000.00	5,530.98	2,000.00	93,469.02	94%
0029 PHYSICAL FACILITIES	12,531,140.00	68,832.34	3,943.95	12,462,307.66	99%
0048 EMPLOYEE BENEFITS FUND	4,295,615.00	843,671.40	17,759.91	3,451,943.60	80%
		Total Amount Paid	**65,779.29**		

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 12-29-2025

COMMISSIONER

COMMISSIONER

COMMISSIONER

Attest:
Signature
Cally Velásquez
Name
12/29/2025
Date
☒ Deputy Clerk ☐ Clerk of the Board

Attest:
☐ Deputy Clerk ☐ Clerk of the Board
Date
Name
Signature

* WARNING: This fund is over budget

Cassia County Commissioner Meeting

Attendance Log

Date: 12-29-2025

NAME (Please Print)	TOWN	REPRESENTING
1. Shannon Taylor		Ja. I
2. Todd Quasdl	Zoning and	Building
3. Tabatha Stone-Cole	Malta	
4. MART Adams	Burley	Assessor
5. Kevin Horak		CCSO
6. Brad Hutchisa	Malta	Cassia
7. Joan Garcia	Malta	Cassia
8. David Garcia	malta	Cassia
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