Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, January 26, 2026
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, Kent R. Searle - Member, Bob Kunau - Member, Sharene Ahlin – Deputy Clerk (Not voting)

4) 9:04 AM Calendar, meetings, committee reports, and correspondence were reviewed.
    a) 11:54 AM USFS Report from Kevin Draper
        i) Draper noted that the conditions have been so dry that they have stopped any burn operations. They are concerned for severe fire danger in the coming seasons.
        ii) It was mentioned that the Cassia Crossbill may be considered to be listed as an endangered species.
        iii) Chair Beck inquired about the length of the lease for Pomerelle and requested a copy for the record; Draper offered to check into that.
5) 9:05 AM Approve payables for 1/26/2026

9:05 AM **Motion and Action:** Approve payables in the amount of $27,992.53 as presented on 1/26/2026, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

6) 9:07 AM Approve minutes from 12/22/2025, 12/29/2025, 1/8/2026 and 1/15/2026

9:07 AM **Motion and Action:** Approve minutes from 12/22/2025 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9:08 AM **Motion and Action:** Approve minutes from 12/29/2025 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

9:09 AM **Motion and Action:** Approve minutes from 1/8/2026 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9:09 AM **Motion and Action:** Approve minutes from 1/15/2026 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

Instrument # 2026000476
BURLEY, CASSIA, IDAHO
2-9-2026 12:49:04 PM No. of Pages: 8
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00
Ex-Officio Recorder Deputy
Index to: COMMISSIONERS MINUTES

7) 9:10 AM Approval of Clerk's Office recommendations regarding junior college Certificates of Residency

9:10 AM **Motion and Action:** Approve Clerk's Office recommendations to approve six junior college Certificates of Residency as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

8) 9:10 AM Personnel Matters - Change of Status Requests – there were none to be considered
9) Executive Sessions

10:23 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (a) to consider personnel evaluation in hiring and Idaho Code § 74-206 (1) (d) to consider records that are exempt from public disclosure, **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.

10:42 AM Upon exit of Executive Session, the board took the matter under advisement.

10:57 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (b) to consider personnel issues, **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.

11:15 AM Upon exit of Executive Session, the board took the matter under advisement.

10) 9:12 AM Approve and sign America 250 logo agreement

9:13 AM **Motion and Action:** Approve and sign the America 250 logo agreement as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

11) 9:14 AM Review and approve an increase in funding of the Howell Canyon Road Maintenance
    a) There was discussion of increasing the annual maintenance funding contribution for the road.
    b) The Board desires to obtain copies of the maintenance agreements over the years for review.
    c) Chair Beck plans to attend a meeting on the matter on February 11, 2026.
    d) Matter to be placed on the next meeting agenda for further consideration.
12) 9:22 AM Consider purchase request of an ID card printing machine and supplies
    a) Undersheriff Kevin Horak requested to purchase an ID card printing machine and related supplies.
    b) It was noted that the State of Idaho had been printing employee ID cards previously, however they stopped printing them for counties in January of 2025.
    c) The total purchase, including supplies is $8,865.00; he noted that the purchase was budgeted for.
    d) Adult Misdemeanor probation also has a need for the ID cards and will need to purchase the supplies necessary for their ID cards.

9:27 AM **Motion and Action:** Approve the purchase of the ID card printing machine and supplies in the amount of $8,865.00 from the Police and Sheriff's Press Inc. as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

13) 9:29 AM Sign letter of support for IDPR grant application for restroom at Smiths Spring boating site

9:29 AM **Motion and Action:** Approve the presented letter of support for the Idaho Parks and Recreation grant application for the restroom at Smiths Spring boating site on the Cassia side as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

14) 9:30 AM Sign letter of support for City of Burley Federal Build grant from improvements to East 16th Street from Hiland Avenue to the Golf Course

9:32 AM **Motion and Action:** Approve the chairman's signature on the letter of support for the City of Burley's effort to secure a grant on East 16th St as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

15) 9:33 AM Auditor's Quarterly financial statement report
   a) Deputy Auditor Sharene Ahlin reviewed the quarterly report for the Board.
   b) It was noted that the reports do not include disbursements for the joint budgets, nor have revenues been received for the joint budgets.
   c) Revenues were approximately 6% above projections for the year to date while expenditures were about 12% below percentages for year to date.

9:37 AM **Motion and Action:** Approve the Auditor's quarterly report as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

16) 9:43 AM Department Head Reports Including Budgetary Updates
   a) Reports were received from Deputy Treasurer Sheri Bedke, Deputy Assessor Mirella Mancias, Undersheriff Kevin Horak, Weed and Pest Control Supervisor Michael Ottley, Coroner Craig Rinehart, Extension Educator Grace Wittman, I.T. Director Ean Pigford, Building and Zoning Administrator Kerry McMurray and Deputy Auditor Sharene Ahlin.
   b) Items of note included:
      i) The Sheriff's Office is training for Motorola Flex and is anticipating a go live date in June.
      ii) The Jail census was reported as 136 inmates with 52 for Cassia, 26 for Minidoka, 3 ICE holds, 48 for IDOC and 7 US Marshal holds.
      iii) Weed and Pest supervisor Michael Ottley discussed that Behr glyphosate products will not be available going further.
      iv) IT Director Ean Pigford discussed that a firewall device is planned to be installed at the Road and Bridge facility to provide a secure connection for the cameras and devices on that site.
17) 10:42 AM Consider purchase of eight replacement Spartan Devices for the inmate tracking system

10:46 AM **Motion and Action:** Approve the purchase of eight Spartan Devices for inmate tracking from Guardian RFID as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

18) 9:39 AM Construction project status report and items for consideration - Gary Jones Construction
Jason Jones discussed that 120 yards of concrete was poured early this morning, with concrete blankets placed. The underground utilities will be added later in the day.

19) 10:48 AM Board of Equalization

10:50 AM **Motion and Action:** Enter a Board of Equalization hearing, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

10:51 AM **Motion and Action:** Rescind the motion from November 25, 2025 accepting the 2025 Occupancy Roll in the amount of $19,365,698.00 presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

a) Angelina Nava discussed that home owner exemption applications needed to be updated. There were 79 parcels on the Occupancy roll, for a net taxable value of $18,287,617.00 for tax year 2025.

10:55 AM **Motion and Action:** Approve the 2025 occupancy roll of 79 parcels in the amount $18,287,617.00 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

10:56 AM **Motion and Action:** Exit the Board of Equalization hearing, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

20) 11:16 AM Consider quote for transition from Google to Microsoft Email Migrations for Cassia County

a) Scott Kunau presented information and explained dual factor and multi-factor authentication as a measure of security for email. Cassia County's current Google-based system includes two-step verification. He stated there is no real reason to change, regardless of the vendor, as that verification is simple and in place already with the current system which includes Google Authenticator.
b) Kunau recommended implementing dual-factor authenticator with Google Authenticator a few departments at a time as a one-time process. It can serve to mitigate hackers attacking employee's emails. He warned that a user can click on a link and still open the door for a hacker. That stressed the need for users to be informed of that potential risk by training.
c) Chair Beck asked about dual factor versus multi-factor authentication. Kunau said the two step verification, dual factor authentication, or multi-factor authentication, the security measures are identical.
d) Pigford agreed completely with everything Mr. Kunau said and it is easy to turn on that authentication with the County's current system. He stated that is only one piece of the entire picture in migrating from Google to Microsoft. His proposal is to have a system that ties the email into the current Microsoft infrastructure and allow the flexibility to govern not just the email but to utilize tools that allows for IT to govern our data and to protect network logins.
e) Pigford had reached out to other counties and found that Elmore, Kootenai, Gem, Washington, Payette, and Twin Falls counties had all migrated to Microsoft several years ago. He asked them what their

experiences were with that move. Each county that replied had nothing but good things to say about that migration to bring the email into the Microsoft infrastructure in the cloud for better security with SEGUS and HIPAA requirements. His plan was to use a hybrid initially then move, as Elmore County has done, to that heightened level to protect the Sheriff's Office data. Ultimately, this is to protect not only email, but also the network and servers as well.

f) Pigford asked Josh Nelson, who was in attendance remotely, to speak to the path he is presenting.
g) Joshua Nelson, from the Secretary of State's Office, explained their process in their migration in 2021. That process helped them to not dedicate so many man hours to their system making it well worth the expense. He reiterated the integration of all Microsoft services is an advantage. Three factor authentication is included in the Microsoft solution. The State has implemented the Microsoft solution and it may be a benefit with insurance premiums with ICRMP as they are clamping down on security requirements. The State may even offer a discounted rate that could be checked on if cost is the primary concern. He concluded that the migration to Microsoft was one of the best things they have done.
h) Commissioner Kunau thought we should check with ICRMP to see if there is cost savings.
i) Clerk Larsen added that he was involved with the County Commissioners in 2018 when the decision was made to go with Google Workspace, one of Stephenson's vendors and that was their preference. Previous to that we were working with Web.com and several intrusions were found into the email system both from within the County as well as out of the County. It was a protective move back then for that security and was also recommended by the main web domain developer, EvoGov. He recommended to make the move to Microsoft, noting that it had been included in the FY2026 budget and that it might be best to follow the recommendations of the IT department. He also noted that the migration of the Supreme Court and the State of Idaho had been seamless for achieving security there.
j) Larsen stated that the cost to mitigate one intrusion could outweigh the costs of implementation. He knew of about six counties that could attest to that. He didn't feel that ICRMP would offer any savings for making this move, but there are substantial penalties when security features are not in place.
k) Chair Beck said Pigford will work with McMurray in dialogue with ICRMP.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

21) Proposed County building discussion – no additional discussion.
22) 12:07 PM Adjourn

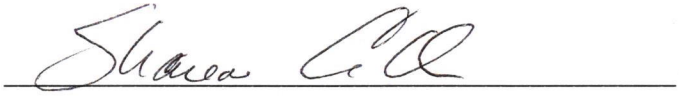
12:07 PM **Motion and Action:** Adjourn, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

APPROVED:



Leonard M. Beck, Chair

DEPUTY CLERK OF THE BOARD:



Sharene Ahlin

Cassia County Commissioner Meeting

Attendance Log

Date: 1/26/2026

NAME (Please Print)	TOWN	REPRESENTING
1. JASON Jones	Burley	Self
2. Mirella Macias	Burley	Assessors
3. Michael Offley	ELBA	CCNWC
4. Sheri Beske	Burley	Treasurer
5. Grace Littman		Extension
6. Ean Pigford	Burley	IT
7. Craig Rinehart		Coroner
8. Kevin Horan		CCSO
9. Trevor Reno	Burley	Self
10. Shannon Tayla		Jail
11. Angelina Nava	Burley	Assessors
12. Mike McCarty	Burley	Self
13. Kevin [illegible]	"	FS
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SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS **31% 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	1,496,268.69	2,382.68	3,597,230.31	71%
0002 ROAD & BRIDGE	712,150.00	100,721.60	90.60	611,428.40	86%
0004 AMBULANCE SERVICES	278,425.00	71,375.75	22,979.25	207,049.25	74%
0006 DISTRICT COURT	399,326.00	117,422.60	1,940.00	281,903.40	71%
0013 911 COMMUNICATIONS	954,840.00	40,606.64	600.00	914,233.36	96%
		Total Amount Paid	**27,992.53**		

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 1-26-2026

COMMISSIONER COMMISSIONER COMMISSIONER

Attest:

Signature

Sharene Allen
Name

1-26-2026
Date

☒ Deputy Clerk ☐ Clerk of the Board

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