Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, February 2, 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) 9:13 AM Call to order
2) Pledge of Allegiance and prayer
3) 9:16 AM Roll call

Roll Call.

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

4) 9:16 AM Calendar, meetings, committee reports, and correspondence were reviewed.
   a) Chair Beck discussed an email received from Idaho Business for the Outdoors. They have requested time to discuss public lands with the Board.
   b) Chair Beck mentioned that there are no proposed increases in rate of pay for State employees this year due to budget constraints. He also suggested that they keep up to speed on revenues received from the State with the Auditor's Office in order to be aware of any shortfalls in revenues from the State.
5) 9:24 AM Approve payables for 2/2/2026

9:24 AM **Motion and Action:** Approve payables in the amount of $651,621.90 as presented on 2/2/2026, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

6) 9:26 AM Approval of synopsis for December 2025

9:26 AM **Motion and Action:** Approve synopsis for December 2025 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

7) 9:27 AM Approval of Clerk's Office recommendations regarding junior college Certificates of Residency

9:27 AM **Motion and Action:** Approve Clerk's Office recommendations to approve seven junior college Certificates of Residency as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

8) Personnel Matters - Change of Status Requests - None were presented

Instrument # 2026000477
BURLEY, CASSIA, IDAHO
2-9-2026 12:50:24 PM No. of Pages: 8
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00
Ex-Officio Recorder Deputy
Index to: COMMISSIONERS MINUTES

9) Executive Sessions

10:09 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (b) to consider personnel issues and Idaho Code § 74-206 (1) (d) to consider records that are exempt from public disclosure, **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.

11:04 AM Upon exit of Executive Session, the board took the matter under advisement.

11:04 AM **Motion and Action:** Approve recommendations of the Social Services Director regarding indigent matters, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

11:18 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.

11:24 AM Upon exit of Executive Session, the board took the matter under advisement.

11:59 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.

12:11 PM Upon exit of Executive Session, the board took the matter under advisement.

10) 9:58 AM Authorize disbursement of funds to Simply Hope
   a) Deputy Clerk Sharene Ahlin reported that the Board had authorized a disbursement of $50,000.00 to Simply Hope in the prior fiscal year.
   b) An updated authorization was requested for the current fiscal year so those funds can be disbursed from the opioid settlement funds.

9:58 AM **Motion and Action:** Approve disbursement of $50,000.00 from Opioid settlement funds to Simply Hope as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

11) 9:59 AM Review and approve an increase in funding for the Howell Canyon Road Maintenance
   a) Searle wanted to find out more of what our responsibility is for maintenance of the Howell Canyon Road. He had reached out to attorney Dave Shirley and hadn't heard back from him.
   b) Searle noted that Albion Highway did not levy for tax year 2025. He wanted to see a little more clearly what that commitment is where part of that is in Albion and their levy rate is low.
   c) Seal coating was recently completed and it should last about six years.

d) Searle felt it was prudent to our taxpayers to get further information on our long-term commitment before committing to large expenditures.

12) 9:46 AM Review and approve purchase of dive equipment
   a) Undersheriff Kevin Horak stated he had discussed with Dick Randklev using waterway funds to purchase new dive equipment for new dive deputies.
   b) The total amount for that purchase is $9,990.10.

9:47 AM **Motion and Action:** Approve the purchase of equipment from Dive Magic in the amount of $3,987.46 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

9:48 AM **Motion and Action:** Approve the purchase of equipment from Idaho Dive Pirates LLC in the amount of $2,771.72 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

9:49 AM **Motion and Action:** Approve the purchase of wetsuits and equipment from NRS in the amount of $3,230.92 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

13) 10:03 AM Review and execute Critical Access Hospital 340B Drug Pricing Program MOU with Intermountain Health Cassia Regional Hospital
   a) McMurray stated that IHC is a critical access hospital. As such, they serve the Medicare and Medicaid population at the best prices without regard for the ability to pay of those receiving that care.
   b) In 2013, an agreement between Cassia County and Cassia Regional Hospital for the 340B drug pricing program was done to meet federal requirements for agreement with a governmental entity.
   c) One change is the name of the facility from IHC Health Service, Inc. doing business as Cassia Regional Medical Center to IHG Health Service, Inc. doing business as Intermountain Health Cassia Regional Hospital. Another change was regarding notice provisions and address change.
   d) A new MOU needed to be signed with those changes.

10:07 AM **Motion and Action:** Execute the Critical Access Hospital 340B Drug Pricing Program MOU with Intermountain Health Cassia Regional Hospital as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEM

14) 9:28 AM Approve quotes for Epoxy shower remodel and bathroom floor installation from MVP Coatings for 600 & 800 blocks – Taylor
   a) Shannon Taylor presented a remodel of the 800 block and catching up with the 600 Block from last year, they got bids for a self-leveling and smooth epoxy overlay on the pan and walls of the showers and the floors in the bathroom area.
   b) This should provide a ten-year life on this process with a three-year manufacturer's warranty on the epoxy itself.

9:37 AM **Motion and Action:** Approve the quote for the epoxy shower remodel in the showers of cell block 600 and 800 in the amount of $2,828.47 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member.

c) Shannon Taylor discussed that the bid applies separately to each cell block. Motion was restated.

9:38 AM **Motion and Action:** Approve the quote for the epoxy shower remodel for cell block 600 in the amount of $2,828.47 presented, **Moved by** Kent R. Searle - Member,

d) Shannon Taylor discussed that the two bids are to remodel the shower floor and walls in a cell block, and that they would like to have two cell blocks remodeled. The two bids represent the work to be done in each cell block, thus two approvals for the requested work were requested. Motion was restated.

9:39 AM **Motion and Action:** Approve the quote for the epoxy shower and bathroom floor remodel for cell block 600 in the amount of $4,806.94 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9:40 AM **Motion and Action:** Approve the quote for the epoxy shower and floor remodel for cell block 800 in the amount of $4,806.94 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

15) 9:42 AM Consider additional full-time help for the trial in February – Sheriff
   a) Sheriff Thompson discussed the need for additional temporary full-time personnel for the courts during an upcoming trial.
   b) It was discussed that a couple of existing part time deputies would be asked to work full time hours temporarily during the trial. The deputies being asked to work additional time are Deputy Pickowitz and Deputy Winder.

9:44 AM **Motion and Action:** Approve hiring of additional full-time help for a February trial as requested by the Sheriff as presented, **Moved by** Kent R. Searle - Member,

c) Kunau asked if this could be done without using overtime rate of pay for accomplishing their needs.
d) Sheriff Thompson stated his request is just for the current high profile trial during February.

Seconded by Bob Kunau - Member. Motion passed unanimously.

16) 9:50 AM Approve Joint Resolution No. 2026-001 Destruction of Jail Records - Border Patrol/Inmate files
   a) Shannon Taylor presented the proposed resolution for the Board's approval.
   b) This resolution will also be presented to Minidoka County on 2/9/2026 for their approval.

9:52 AM **Motion and Action:** Approve Joint Resolution No. 2026-001 for the Destruction of Jail Records - Border Patrol/Inmate files as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

17) 9:53 AM Approve Joint Resolution No. 2026-002 Destruction of Paper Records - Medical Files (Paper Only)
   a) Shannon Taylor presented the destruction of paper records that have been digitized and preserved.
   b) Some medical records have to be maintained indefinitely.

9:57 AM **Motion and Action:** Approve Joint Resolution No. 2026-002 for the Destruction of Paper Records - Medical Files as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

18) 11:05 AM Construction project status report and items for consideration
   a) The footings have been poured and the work on the stem walls will be the next part of the project.
   b) Following that the back fill process will take place.
   c) Chad Gill from Gary Jones Construction discussed that he had heard from IT Director Ean Pigford, noting that Pigford had requested the installation of additional conduit to accommodate the fiber cabling. Gill discussed that the change order would be applied to the contingency allowance.
   d) The building was planned for an Otis elevator, however the elevator included in the specifications was a Thyssen Krupp model. It was discussed that erstad had missed it in the drawings. There will be a few revisions, and Gill stated that there should be no additional cost to change to the other elevator.
   e) It was discussed that the additional cost for the eight-foot doors will amount to $800.
   f) Commissioner Kunau will meet with the team from Gary Jones Construction at their office at 10:00 AM on Wednesday, 2/4/2026 for a full update on the project.
19) 11:31 AM Consider quote for transition from Google to Microsoft Email Migrations for Cassia County
   a) IT Director Ean Pigford discussed the costs anticipated. He discussed that the Office licensing would be issued to individual users, not to individual computers. He stated that the program will include Microsoft Teams, which could replace Zoom subscriptions.
   b) Chair Beck asked Pigford what the costs have been in the past for the Microsoft software licensing. Pigford is to place the matter on a future agenda once he has further information on the matter.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

20) 12:12 PM Adjourn

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

APPROVED:

Leonard M. Beck, Chair

DEPUTY CLERK OF THE BOARD:

Sharene Ahlin

Cassia County Commissioner Meeting

Attendance Log

Date: 2/2/2026

NAME (Please Print)	TOWN	REPRESENTING
1. Jason Jones	Burley	Self
2. Trevor Reno	Burley	Self
3. Shannon Taylor		Jail
4. Kevin Horan		CCSO
5. Jarrod Thomson		Sheriff
6. Chad Gill	Burley	GJC
7. Evan Pigford	Burley	IT
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SUMMARY CLAIMS APPROVAL REPORT
INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS **34% 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	1,618,698.83	15,250.67	3,474,800.17	68%
0008 JUSTICE FUND	15,639,677.00	4,259,968.00	448,960.88	11,379,709.00	73%
0013 911 COMMUNICATIONS	954,840.00	41,206.64	564.60	913,633.36	96%
0016 SOCIAL SERVICES-ASSISTANCE	99,000.00	35,178.52	500.00	63,821.48	64%
0018 CASSIA COUNTY FAIR	301,913.00	24,399.32	56,160.00	277,513.68	92%
0019 HISTORICAL SOCIETY	56,000.00	0.00	28,000.00	56,000.00	100%
0048 EMPLOYEE BENEFITS FUND	4,295,615.00	1,255,971.88	102,185.75	3,039,643.12	71%
		Total Amount Paid	**651,621.90**		

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 2-2-2026

COMMISSIONER COMMISSIONER COMMISSIONER

Attest:

Signature

Sharene Alwin

Name

2-2-2026

Date

☒ Deputy Clerk ☐ Clerk of the Board

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