Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, March 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) 9:07 AM Call to order
2) Pledge of Allegiance and prayer
3) 9:08 AM Roll call

Roll Call.

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

4) 9:08 AM Calendar, meetings, committee reports, and correspondence were reviewed.
5) 9:16 AM Approve payables for 3/2/2026

9:17 AM **Motion and Action:** Approve payables in the amount of $156,851.78 as presented on 3/2/2026, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

6) 9:18 AM Review and approval of Alcohol License applications for which there is a transcribable verbatim record of the proceedings as required by Idaho Code §23-1015.
   a) Spud Cellar Inc - Liquor, Wine, Beer Catering Permit

9:21 AM **Motion and Action:** Approve the Alcohol catering permit requested by Spud Cellar Inc. for liquor, wine and beer as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

7) 10:32 AM Personnel Matters - Change of Status Requests
   a) Assessor – Nanette Evans Hooker – DMV Clerk – voluntary resignation

10:32 AM **Motion and Action:** Approve Change of Status Requests as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

8) Executive Session

9:47 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (b) to consider personnel issues, Idaho Code § 74-206 (1) (f) to communicate with legal counsel regarding pending/imminently-

Instrument # 2026000975
BURLEY, CASSIA, IDAHO
3-17-2026 08:30:01 AM No. of Pages: 6
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00
Ex-Officio Recorder Deputy
Index to: COMMISSIONERS MINUTES

likely litigation and Idaho Code § 74-206 (1) (i) to communicate with risk manager/insurer regarding pending/imminently-likely claims, **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.

10:31 AM Upon exit of Executive Session, the board took the matter under advisement.

9) 9:24 AM Authorize chair to sign purchase related documents for two vehicles for sheriff's department
   a) The purchase of two vehicles for the sheriff's department was approved during the 2/23/2026 meeting.
   b) Additional paperwork required signatures in order to complete the transaction.

9:29 AM **Motion and Action:** Authorize the chair to sign the two trade in vehicle documents certifying the odometer reading and releasing the county liability as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

9:32 AM **Motion and Action:** Authorize the chair to sign the purchase agreement for the Dodge Durango with the 2018 Dodge Charger being traded in with a $1,000.00 trade in value as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

9:44 AM **Motion and Action:** Authorize the chair to sign the purchase agreement for the second Dodge Durango with the trade in of a Dodge Charger with a $9,000.00 trade in value as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

10) 10:33 AM Review and approve Gary Jones Construction invoice
   a) An invoice was received for the February total, in the amount of $432,370.51.
   b) The difference between the invoice amount and the total expense was explained to be the retainage.

10:37 AM **Motion and Action:** Approve the payment of $432,370.51 to Jones Construction as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

11) 10:41 AM Review proposed Juvenile Housing Agreement with Minidoka County for 2027
   a) There was discussion regarding the terms of the agreement. Mr. McMurray explained that there were changes regarding indemnification.
   b) There was discussion of language in the proposed contract about the monthly reconciliation of the beds used. Chair Beck suggested that reconciliation would be done annually.
12) 10:48 AM Discuss for payment of Raft River Electric Invoice for damaged utility pole
   a) A bill was received from Raft River Electric for the replacement of a utility pole that had been damaged by the road grader. It was stated that the pole was located in the right of way.
   b) There was discussion to inquire if the matter should be submitted to the insurance company for a claim. The total was $3,779.43, and the county's deductible is $1,500.00 per incident.
   c) Mr. McMurray will check with the insurance carrier to see how the filing of a claim could affect rates.

10:55 AM **Motion and Action:** Approve payment of the Raft River Electric bill in full in the amount of $3,779.43 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

13) 11:11 AM Discuss appointments to Fair Board
    a) In January the Board interviewed Jeff Chatburn, Ryan Taylor, Kevin Mower and Carla Beck.
    b) The Commissioners discussed the strengths of each candidate considered.

11:17 AM **Motion and Action:** Approve seating Ryan Taylor and Carla Beck on the Fair Board as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

14) 11:02 AM Discuss and draft a letter regarding local highway district funding decreases
    a) A letter was drafted to come from CTAC expressing concerns regarding reductions to funding.
    b) It was discussed that the reduction of funding would not lower costs, and would only delay projects and significantly increase the long-term financial burden on taxpayers.

11:11 AM **Motion and Action:** Approve sending the letter to the state legislators requesting that they readdress the shortfall in the funding for the local transportation districts as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

15) 9:34 AM Review and approve updated Change of Status reporting form
    Updates to the change of status form were reviewed by Deputy Auditor Michelle Wallace.

9:38 AM **Motion and Action:** Approve the updated Change of Status request form as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

16) 9:39 AM Discuss Outside Auditors FY2025 Fair Meeting Minutes request
    a) Deputy Auditor Michelle Wallace explained that she had requested the minutes from the Fair Board
    b) There was discussion that they should have been sent to the outside auditors. Deputy Auditor Michelle Wallace will check with the outside auditors to confirm they have received the data.
17) 10:31 AM Board of Equalization - There were no items to be considered.
18) 10:56 AM Construction project status report and items for consideration – Gary Jones Construction
    a) Chad Gill from Gary Jones Construction appeared before the board to provide an update on the project.
    b) He noted that representatives from Jones Construction recently met with Commissioner Kunau and Josh from erstad Architects regarding a drawing of what will be needed to add offices for Planning and Zoning.
    c) The installation of the underground electrical and plumbing will be placed next in order to be ready for the slab to be poured.
19) 11:21 AM Adjourn

11:21 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:

Sharene Ahlin

Cassia County Commissioner Meeting

Attendance Log

Date: 3/2/2026

NAME (Please Print)	TOWN	REPRESENTING
1. Trevor Reno	Burley	Self
2. Jason Jones	Burley	Self
3. Michelle Wallace	Rupert	Auditor's Office
4. Michael Phillips	Burley	Cassia Sheriff
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SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS **41% 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	1,915,985.68	11,301.56	3,177,513.32	62%	
0002 ROAD & BRIDGE	712,150.00	122,438.87	660.54	589,711.13	83%	
0004 AMBULANCE SERVICES	278,425.00	94,355.00	22,979.25	184,070.00	66%	
0006 DISTRICT COURT	399,326.00	166,898.85	1,459.55	232,427.15	58%	
0008 JUSTICE FUND	15,639,677.00	5,694,021.33	21,278.42	9,945,655.67	64%	
0028 SNOWMOBILE	37,620.00	63,139.53	43.34	-25,519.53	-68%	*
0048 EMPLOYEE BENEFITS FUND	4,295,615.00	1,518,893.83	99,129.12	2,776,721.17	65%	
		Total Amount Paid	**156,851.78**			

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 3-2-2026

Edward M Beck — COMMISSIONER

Bob Kunau — COMMISSIONER

Kent Searle — COMMISSIONER

Attest:
Sharene Ahlin — **Signature**
Sharene Ahlin — **Name**
3-2-2026 — **Date**
☒ **Deputy Clerk** ☐ **Clerk of the Board**

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