Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, March 23, 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) 9:03 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) 9:05 AM Calendar, meetings, committee reports, and correspondence were reviewed.
5) 9:09 AM Approve payables for 3/23/2026

9:09 AM **Motion and Action:** Approve payables in the amount of $300,707.63 as presented on 3/23/2026, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

6) 9:10 AM Approval of synopsis for February 2026

9:11 AM **Motion and Action:** Approve synopsis for February 2026 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

7) 9:11 AM Review and approval of Alcohol Permit applications for which there is a transcribable verbatim record of the proceedings as required by Idaho Code §23-1015.
   a) Wick's Steak Place - Beer, Wine, Liquor

9:14 AM **Motion and Action:** Approve the Alcohol and Beverage Catering Permit for Wick's Steak Place for an 8/28/2026 even as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

8) 9:17 AM Approval of Clerk's Office recommendations regarding junior college Certificates of Residency

9:17 AM **Motion and Action:** Approve Clerk's Office recommendations to approve two junior college Certificates of Residency as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

9:18 AM Mr. McMurray joined the meeting.

Instrument # 2026001561
BURLEY, CASSIA, IDAHO
4-20-2026 04:23:43 PM No. of Pages: 7
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00
Ex-Officio Recorder Deputy
Index to: COMMISSIONERS MINUTES

9) 9:18 AM Personnel Matters - Change of Status Requests
   a) Building and Maintenance – Lourdes M. Chavez-Martinez – Custodian – Voluntary resignation
   b) CCSO – Justin Merrill – Part time as needed patrol – new hire
   c) CCSO – Benjamin Frank – Certified Patrol Deputy (County) – transfer
   d) CCSO – Austin Vance – Patrol Deputy (City) – transfer
   e) Clerk – Michelle Wallace – Deputy Auditor Level 2 – certification and evaluation

9:20 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.

10) Executive Sessions

9:50 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.

10:07 AM Upon exit of Executive Session, the board took the matter under advisement.

10:07 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) 9:23 AM Determine name for new office building
   a) Various suggestions for a name for the new building were discussed.
   b) Matter to be placed on the next agenda for further discussion.
12) 9:36 AM Review Animal Damage Control FY2026 letter and activity report
   a) A report was received from the Animal Damage Control district that detailed their activities for the year.
   b) An accompanying letter expressed appreciation for the county's contribution to support their efforts.
13) 9:40 AM Review and approve Gary Jones Construction invoice

9:42 AM **Motion and Action:** Approve the payment of $286,301.28 to Gary Jones Construction as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

14) 9:43 AM Execute Fourth Amendment to Independent Contractor Agreement with IHC/CRH for Ambulance Services

9:44 AM **Motion and Action:** Authorize the chair's signature to the fourth amendment to the independent contract agreement between Cassia County and Intermountain Health Services as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

15) 9:29 AM Consider bids for remodeling to house Juvenile Probation at the MPO building – Prewitt
   a) There was discussion that the low bid for the remodeling was from Allbright Construction.

b) It was determined that since the bid was so much lower than the other bid that was received that it would be a preferable to include a small contingency to cover any potentially missed items. The Board determined that a $2,000.00 contingency would be appropriate.

9:34 AM **Motion and Action:** Approve the presented bid in the amount of $4,100.00 to Allbright Construction, and to include an additional amount of $2,000.00 as a contingency for that project, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

16) 10:07 AM Discuss water situation and concerns in Cassia County - Jaxon Higgs
   a) Higgs reviewed a PowerPoint presentation for the Board, noting the extent of the water shortage currently being experienced in the region.
   b) The possibility of a disaster declaration was discussed.
17) 11:22 AM Consider purchase of two Dodge Durangos and trade in of two vehicles for Sheriff's dept
   a) Sheriff Thompson discussed that they would like to purchase to new Dodge Durangos with the cost of each vehicle before trade in allowances is $40,305.
   b) The Sheriff plans to trade in some older vehicles towards the purchase of new vehicles.
   c) The trade in vehicles include a 2018 Dodge Ram 2500 for $11,000 and a 2022 Ford F150 for $25,000.

11:29 AM **Motion and Action:** Authorize the purchase of two new 2026 Dodge Durangos from Young Automotive as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

11:31 AM **Motion and Action:** Approve the trade in of the 2018 Dodge Ram pickup on one of the new Durangos with a value of $11,000 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

11:31 AM **Motion and Action:** Approve the trade in of the 2022 Ford pickup for one of the new Durangos with a value of $25,000 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

18) 11:32 AM Sign titles for vehicles being traded in

11:33 AM **Motion and Action:** Authorize the chair to sign the release of the title for the 2018 Dodge pickup as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

11:33 AM **Motion and Action:** Authorize the chair to sign the release of the title for the 2022 Ford F150 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

19) 10:30 AM Review and discuss fee increase for special assessments for water districts – Treasurer
   a) Treasurer Greener reviewed the matter, discussing that the amount being billed for the water charges does not cover the costs incurred by her department. She recommended an increase in the fee.
   b) It was discussed that the proposed increase would exceed 5%. A public hearing would need to be scheduled to consider an increase.
   c) A public hearing was scheduled for 5/4/2026 at 11:15 AM.

20) 10:57 AM Construction project status report and items for consideration - Gary Jones Construction
    a) Chad Gill provided an update on the project.
    b) The underground plumbing placement is currently being set.
    c) Once that has been completed the electricians will start their rough in, which will be followed by the building pad preparation.
    d) Gill discussed that they will need a determination of the changes to the second floor as those changes could affect the amount of steel to be ordered for the building.
21) 11:34 AM Reports of USFS and BLM
    a) 11:34 AM USFS - Kevin Draper
        i) Concern was expressed regarding the dry conditions and fire danger for the upcoming summer.
        ii) Casey Johnson will present a fire outlook report to the Board on 6/22/2026.
    b) 11:41 AM BLM – John Elliott
        i) Elliott also expressed concern for the upcoming summer with dry conditions. He stated that the BLM is bringing additional staff members on to deal with the potential fire season.
        ii) Kasey Prestwich, project manager for the Gateway West project appeared to answer questions and provide an update to the Board.
        iii) He stated that the BLM is currently focusing on the section E8, which runs from the Hemingway substation south of Boise to the mid-point substation south of Shoshone. He discussed that their focus is currently on the terms and conditions for that segment including mitigation plans, review of cultural resources and preparing historic properties treatment plans.
        iv) Segment 7, which is located in Cassia County was not noted to be in their program for final design or construction for at least the next five years, possibly longer.
22) 12:06 PM Adjourn

12:06 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: 3/23/2026

	NAME (Please Print)	TOWN	REPRESENTING
1.	Amber Prewitt	Burley	Probation
2.	Matt Adams	Burley	Assessor
3.	Jaxon Higgs	Burley	WWC, Inc
4.	Trevor Reno	Burley	Self
5.	Laura Gneiser	Burley	Treasurer
6.	J. Thompson		CCSO
7.	John Elliott	Burley	BLM
8.	Kevin Brown	"	FD
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SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS **47% 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	2,154,137.33	122,398.74	2,939,361.67	58%
0006 DISTRICT COURT	399,326.00	191,982.30	2,542.17	207,343.70	52%
0008 JUSTICE FUND	15,639,677.00	6,428,848.17	120,468.91	9,210,828.83	59%
0013 911 COMMUNICATIONS	954,840.00	68,305.86	1,456.00	886,534.14	93%
0016 SOCIAL SERVICES-ASSISTANCE	99,000.00	40,678.52	1,500.00	58,321.48	59%
0029 PHYSICAL FACILITIES	12,531,140.00	1,398,965.83	13,210.40	11,132,174.17	89%
0048 EMPLOYEE BENEFITS FUND	4,295,615.00	1,651,106.13	39,131.41	2,644,508.87	62%
		Total Amount Paid	**300,707.63**		

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 3-23-2026

COMMISSIONER COMMISSIONER COMMISSIONER

Attest:
Sharene Alw
Signature
Sharene Alwin
Name
3/23/2026
Date
☒ Deputy Clerk ☐ Clerk of the Board

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