Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, April 27, 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) 9:01 AM Call to order
2) Pledge of Allegiance and prayer
3) 9:03 AM Roll call

Roll Call.

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

4) 9:03 AM Calendar, meetings, committee reports, and correspondence were reviewed.
5) 9:08 AM Approve payables for 4/27/2026

9:08 AM **Motion and Action:** Approve payables in the amount of $361,222.34 as presented on 4/27/2026, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

6) 9:09 AM Approval of synopsis for March 2026

9:09 AM **Motion and Action:** Approve synopsis for March 2026 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

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 ten and deny one junior college Certificates of Residency as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

8) 9:13 AM Personnel Matters - Change of Status Requests
   a) Assessor – Raylie Wallace – Deputy Assessor (part time) – termination
   b) MCCJC – Carmen Fuentes – Certified Deputy – certification
   c) MCCJC – Joseph Knight – Corporal – promotion
   d) Fair – Preslee Crawlee – Fair Secretary (part time) – new hire

11:22 AM **Motion and Action:** Approve four Change of Status Requests as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

Instrument # 2026001919
BURLEY, CASSIA, IDAHO
5-18-2026 12:30:35 PM No. of Pages: 7
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00
Ex-Officio Recorder Deputy
Index to: COMMISSIONERS MINUTES

e) IT – Mathew Wallin – IT Analyst- promotion
   i) It was requested to hold the COS for the IT Analyst until a job description had been received for that position.

9) Executive Sessions

9:16 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** 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.

9:35 AM Upon exit of Executive Session, the board took the matter under advisement.

9:35 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.

10:24 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) (f) to communicate with legal counsel regarding pending /imminently-likely litigation, **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.

10:41 AM Upon exit of Executive Session, the board took the matter under advisement.

10) 11:26 AM FY2027 Budget discussion items including cost of living
   a) Various options for a cost-of-living increase were discussed.
   b) Additional information was requested regarding the costs associated with the various options.
11) 9:42 AM Sign Notice of Hearing regarding fee for Passport Photo Service

9:44 AM **Motion and Action:** Approve the publication of the notice of hearing for the proposed fee for the passport photo service as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

12) 9:45 AM Consider appointment of prospective member to Board of Community Guardians

9:47 AM **Motion and Action:** Approve the volunteer application of Melody Evans to the Board of Community Guardians as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

13) 11:11 AM Consider Flock Camera contract Trial Approval
   a) The initial approval requested is for a contract to authorize a free 60-day trial. Thompson stated that the free trial included 14 cameras.

b) Sheriff Jarrod Thompson discussed that the expense was not budgeted for in the current fiscal year. He stated that there are carryover dollars available to use that could cover that expense. A budget amendment would be necessary if the system is purchase following the trial.
c) Commissioner Kunau requested to receive updates as to how well the system is working throughout the trial period.

11:20 AM **Motion and Action:** Approve the 60-day trial for the Flock Camera Contract as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

14) 9:35 AM Auditor's quarterly report
   a) Deputy Auditor Sharene Ahlin reviewed the quarterly report for the Board.
   b) Revenues were noted to be at 65% while expenditures were around 12% below year to date.
   c) The overall costs for architectural services and construction/building costs since 2023 were $3,512,088.36. That total was noted to include building purchases, demolitions, easements, asbestos screenings and construction.
   d) Interest yearned year to date was reported to be $689,787.67.
15) 9:40 AM Mini-Cassia Commerce Authority Periodic Update – no report was received.

9:41 AM Prosecutor Larsen joined the meeting

16) 9:49 AM Department Head Reports including Budgetary Updates
   a) Reports were received from Assessor Mart Adams, Sheriff Jarrod Thompson, Weed Supervisor Michael Ottley, Extension Office Educator Grace Wittman, Prosecutor McCord Larsen, Treasurer Laura Greener, I.T. Director Ean Pigford, Clerk Joseph W. Larsen, Road and Bridge Supervisor Ryan Ward, Adult Misdemeanor Probation Director Amber Prewitt.
   b) General matters were reported. Items of note included:
      i) The Assessor's Office has completed revaluations for the current cycle and is preparing the assessment drive. Adams noted that additional appraiser that they hired has helped the flow in their office.
      ii) The Criminal Justice Center was currently down by one deputy; applications are being reviewed.
      iii) Construction is underway in the Adult Misdemeanor Probation Office.
      iv) An air conditioning unit has been installed at the Assessor's Office.
      v) Sprinkler systems are being inspected for spring startup.
      vi) Early voting will run from 5/4/2026 to 5/15/2026.
17) 10:41 AM Discuss building security improvements with Avigilon Security System by M2 Automations – Magistrate Facilities Fund – IT
   a) IT Director Ean Pigford appeared to answer questions related to the security system for the judicial center. There was discussion that the costs associated with this expense could be covered by the Magistrate Facilities fund.
   b) Pigford discussed that the new building currently under construction will need a security system as well; which would be considered separately.
   c) Matter to be placed on the 5/18/2026 agenda, additional information was requested.
18) 10:47 AM Consider developer property tax exemption applications per IC 63-602W
   a) The process for eligibility and application for the developers' exemptions was discussed.

b) Chair Beck asked that the matter be entered on the next agenda and that additional information be provided by the Assessor's Office for each exemption requested.
c) The Assessor's Office was asked to provide their recommendations on each application for exemption.
d) Matter will be placed on the agenda for the next meeting for consideration.

19) 11:02 AM Construction project status report and items for consideration - Gary Jones Construction
a) Chad Gill, Construction Manager with Gary Jones Construction, provided an update of the activities.
b) The pouring of concrete started early this morning.
c) It was discussed that the plans and bids for the new building do not include security devices, however wiring for that was noted to likely have been included.

20) 11:07 AM Sign acceptance of Frontier Community Smiles Grant for OHV Education Program – Taylor

11:10 AM **Motion and Action:** Authorize the Chair to sign the acceptance of the Frontier Community Smiles Grant for the OHV Education program in the amount of $5,000.00 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

21) 11:15 AM Depart for tour to Liberty Gold Mine site for tour
22) 11:37 AM Adjourn

11:37 AM **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: 4/27/2026

	NAME (Please Print)	TOWN	REPRESENTING
1.	Trevor Reno	Burley	Self
2.	Jason Jones	Burley	Self
3.	Mirella Manciar	Burley	Assessors
4.	Mart Adams	Burley	Assessor
5.	J. Thompson		CASO
6.	D. Wells	Burly	CASO
7.	[illegible]	Elba	CCNRC
8.	Grace Wittman		Extension
9.	Laura Greener	Burley	Treasurer
10.	Casey Reinhart		Coroner
11.	Ean Pigford	Burley	IT
12.	Pete Hernandez	Burley	grounds
13.	Angeline Nava	Burley	Assessor
14.	Brawley Williams	Burley	Assessor
15.	Shannon Taylor		Jail
16.	Michelle Wallace	Burley	Auditors
17.			
18.			
19.			
20.			
21.			
22.			
23.			
24.			

SUMMARY CLAIMS APPROVAL REPORT
INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS **56% 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	2,671,318.87	31,587.21	2,422,180.13	48%
0002 ROAD & BRIDGE	712,150.00	194,260.63	12,277.17	517,889.37	73%
0006 DISTRICT COURT	399,326.00	231,830.74	959.45	167,495.26	42%
0008 JUSTICE FUND	15,639,677.00	7,943,544.88	25,303.62	7,696,132.12	49%
0012 M-C MISDEMEANOR PROBATION	1,390,000.00	736,551.08	224.37	653,448.92	47%
0013 911 COMMUNICATIONS	954,840.00	74,710.47	1,008.00	880,129.53	92%
0016 SOCIAL SERVICES-ASSISTANCE	99,000.00	44,178.52	500.00	54,821.48	55%
0029 PHYSICAL FACILITIES	12,531,140.00	1,875,894.92	174,183.50	10,655,245.08	85%
0048 EMPLOYEE BENEFITS FUND	4,295,615.00	2,067,233.41	115,179.02	2,228,381.59	52%
		Total Amount Paid	**361,222.34**		

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 4-27-2026

Leland M. Beech
COMMISSIONER

Bob Kunau
COMMISSIONER

Kent R. Searle
COMMISSIONER

Attest: Sharene Allin
Signature
Sharene Allin
Name
4-27-2026
Date
☒ **Deputy Clerk** ☐ **Clerk of the Board**

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