Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, May 4, 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) 9:02 AM Roll call

Roll Call.

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

4) 9:02 AM Calendar, meetings, committee reports, and correspondence were reviewed.

9:04 AM Mr. McMurray joined the meeting.

5) 9:13 AM Approve payables for 5/4/2026

9:14 AM **Motion and Action:** Approve payables in the amount of $113,461.89 as presented on 5/4/2026, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

6) 9:16 AM Approval of Clerk's Office recommendations regarding junior college Certificates of Residency

9:16 AM **Motion and Action:** Approve Clerk's Office recommendations to approve 17 and deny one junior college Certificates of Residency as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

7) 9:17 AM Personnel Matters - Change of Status Requests
   a) The following Change of Status requests were held for further discussion.
      i) MCCJC – Jorrale Nay – Senior Deputy – promotion
      ii) MCCJC – Kaitlyn Ramirez – Senior Deputy – promotion
   b) A change of status for the IT department was considered
      i) IT – Mathew Wallin – Senior IT Analyst - promotion

2:41 PM **Motion and Action:** Approve Change of Status Request for Mathew Wallin as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

Instrument # 2026001920
BURLEY, CASSIA, IDAHO
5-18-2026 12:32:11 PM No. of Pages: 10
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00 EV
Ex-Officio Recorder Deputy
Index to: COMMISSIONERS MINUTES

8) Executive Sessions

9:51 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** 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.

10:27 AM Upon exit of Executive Session, the board took the matter under advisement.

11:16 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (d) to consider records that are exempt from public disclosure 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.

11:35 AM Upon exit of Executive Session, the board took the matter under advisement.

2:24 PM 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.

2:40 PM Upon exit of Executive Session, the board took the matter under advisement.

9) 9:23 AM Consider the tile replacement on first and second floors of courthouse
   a) Commissioner Kunau presented some samples for tile replacement in the courthouse.
   b) The Board requested input from Adult Misdemeanor Probation Director Amber Prewitt.
   c) 11:40 AM Commissioner Kunau will get bids and place on a future agenda.
10) 2:43 PM Budget discussion
   a) Chair Beck discussed that they will need to determine a cost-of-living increase in order to allow the budget preparation to proceed.
   b) Commissioner Searle stated that he would like additional time to look into salary matters.
   c) Matter to be placed on the next meeting agenda.
11) 11:36 AM Flock Camera discussion
   a) Chair Beck discussed that he had received a call from a citizen that was concerned about the Flock Cameras.
   b) Commissioner Searle recommended that the matter be placed on a future agenda for further consideration.

SCHEDULED ACTION AGENDA ITEMS

12) 9:27 AM Approve Jail purchase of WRAP Cart

9:32 AM **Motion and Action:** Approve the purchase of the WRAP cart in the amount of $3,313.12 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

13) 9:33 AM Approve Jail Purchase of Washing Machine from Mendenhall Commercial Laundry

9:38 AM **Motion and Action:** Approve the purchase of the commercial washing machine from Mendenhall Commercial Laundry for the jail in the amount of $24,148.00 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

14) 9:39 AM Approve Sawtooth Correctional Medicine Jail Medical contract 2026-2028 Amendment

9:44 AM **Motion and Action:** Approve the Sawtooth Correctional Medicine Jail Medical contract 2026-2028 in the amount of $374,400 per year as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

15) 10:28 AM 10:15 AM Executive Session

10:28 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, and Idaho Code § 74-206 (1) (f) to communicate with legal counsel regarding pending/imminently-likely litigation, **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.

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

16) 10:27 AM Board of Equalization

10:27 AM **Motion and Action:** Enter a Board of Equalization, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

a) There were no items to be presented to the Board for consideration.

10:28 AM **Motion and Action:** Close the Board of Equalization, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

17) 10:43 AM South Central Public Health District FY2027 Budget Proposal
   a) Representatives from South Central Public Health District presented their FY2027 budget proposal.
   b) They are requesting $280,974.00 for FY2027 from Cassia County.
   c) Cassia County's allocation for FY2026 was stated to have been $276,427.00.
   d) Their annual budget hearing is scheduled for 5/20/2026.
18) 11:05 AM Construction project status report and items for consideration - Gary Jones Construction
   a) Don Christopherson presented the weekly update.
   b) He noted that the full steel package for the building was expected to be delivered in the next few weeks.
   c) The completion date for the project was noted to be September of 2027.

19) 11:09 AM **Public hearing** on proposed fee increases for collection of special assessments

11:10 AM **Motion and Action:** Enter into a public hearing for proposed fee increase for the collection of special assessments, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

a) There was discussion that there was a need to increase the fee for spring specials fee billing.
b) There were no members of the public present to speak on the matter.

11:13 AM **Motion and Action:** Approve the proposed fee increases for the collection of special assessments related to water districts in Cassia County as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

11:15 AM **Motion and Action:** Approve the billing to be done by invoice instead of by water user as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

11:15 AM **Motion and Action:** Close the public hearing, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

20) 11:43 AM Reports of USFS
a) Dick Dutcher from the Minidoka Ranger District appeared before the Board to provide a report.
b) He noted that the snow water equivalent for our area was currently sitting at about 50% of normal.
c) Concern was expressed for the drought conditions and extreme fire danger as summer approaches.
21) 12:00 PM lunch recess

12:00 PM **Motion and Action:** Enter into a lunch recess, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

22) 1:27 PM Reconvene
23) 1:27 PM Consider tax exemption applications per IC §63-602
a) Developer Exemptions
i) Mountain Heights and Harrison Estate /Mountain Heights LLC
Parcels included: RPBMH410040040, RPBMH410040050, RPBMH410040060, RPBMH410040070, RPBHE310040130, RPBHE310040140, RPBHE310040150, RPBHE310040160, RPBHE310040170, RPBHE310040180, RPBHE310060020, and RPBHE310070010

1:36 PM **Motion and Action:** Approve the exemption for Mountain Heights as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

ii) Homestead Subdivision / Kimball Harris, Kimberlee Harris, Randall Scott Harris
Assessor Adams stated that the Harris properties are currently assessed in agriculture and would not qualify for a developer's exemption. Parcels listed on the Homestead Subdivision application:

1:40 PM **Motion and Action:** Deny the application for exemption for the Homestead subdivision as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

iii) Carter Court / JAB Properties
(1) Parcels included are: RP001010010020, RP0010010030, RP001010010060 and RP0010010100.
(2) RP10S23E335404 was not eligible for exemption as it is agricultural land.

1:42 PM **Motion and Action:** Approve the exemption for the four parcels on Carter Court as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

iv) Land's End / Black Magic Farms LLC
Parcels included: RPBLE010030080, RPBLE010030090, RPBLE210010060, RPBLE210010080, RPBLE210010090, RPBLE210010100, RPBLE210010130, RPBLE210010140, RPBLE210010160, RPBLE210010170, RPBLE210010180, RPBLE2100190, RPBLE210040060, RPBLE210040070, RPBLE210040080, RPBLE210010150, RPBLE210040090 and RPBLE210010110.

1:45 PM **Motion and Action:** Grant the exemption for the 18 parcels for Land's End-Black Magic Farms LLC as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

v) Meadowlark Subdivision / Steven and Deborah Mazur
(1) Parcels included: RP000970010030, RP000970010040, RP000970010050, RP000970010060, RP000970010070, RP000970010080, RP000970010090, RP000970010100, RP000970010120, RP000970010130 and RP000970010150.
(2) There was discussion that the parcels were assessed as agricultural properties and would not be eligible for the developer's exemption.

1:48 PM **Motion and Action:** Deny the application for exemption for Meadowlark Subdivision – Steven and Deborah Mazur as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

vi) Glacier Park #6 / TKO Homes LLC
Parcels included are RPBGP610070040 AND RPBGP610070050

1:51 PM **Motion and Action:** Approve the application for exemption for Glacier Park #6 – TKO Homes LLC as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

vii) Glacier Park #7 / TKO Homes LLC
Parcels included are: RPBGP710010600, RPBGP7100101610, RPBGP710010620, RPBGP710010630, RPBGP710010640, RPBGP710010650, RPBGP710010660, RPBGP710010670, RPBGP710010680, RPBGP710080030, RPBGP710080040, RPBGP710080050, RPBPG710080060, RPBGP710080070, RPBGP710080080, RPBGP710080090, RPBGP710090030, RPBGP710090040, RPBGP710090050, RPBGP710090060, RPGBP710090070, RPBGP710090080, RPBGP710090090, RPBGP710090100, RPBGP710090110, RPBGP710090120, RPBGP710090130, RPBGP710090140, RPBGP710090150, RPBGP710090160, RPBGP710090170, RPBGP710090180, RPBGP710090190, RPBGP710100140,

RPBGP710100150, RPBGP710100160, RPBGP710100170, RPBGP710100180, RPBGP710100190, RPBGP710100200, RPBGP710100210, RPBGP710100220 and RPBGP710100230.

1:55 PM **Motion and Action:** Approve the exemption on 43 possible parcels for Glacier Park #7 – TKO Homes LLC as presented, as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

viii) Pioneer Place / Pioneer Place Holding Corp
Parcels included: RPOPP0010010220, RPOPP010010030, RPOPP010010240, RPOPP010010010, RPOPP0100040 and RPOPP010010160.

1:57 PM **Motion and Action:** Approve the request for exemption for six parcels for Pioneer Place – Pioneer Place Holding Corp as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

ix) Coombes / Big Timber
Parcels included are: RP000850010010 and RPSS0080010040

1:59 PM **Motion and Action:** Approve the exemption for Coombes / Big Timber on two parcels as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

x) Ferdinand / J. Blair Davis and Jennifer Crockett
Parcel is RP000910010020

2:01 PM **Motion and Action:** Grant the exemption for the Davis-Crockett Ferdinand Subdivision on one lot as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

b) Church Exemptions
i) Apostolic Assembly / parcels: RPBB00107011A, RPBB001054023A, RPBB001054017A
ii) Burley Bible Chapel / parcel: RPBKN0100006C
iii) United Methodist Church of Burley / parcel: RP10S23E299400, RP10S23E299449
iv) Calvary Baptist Church – parcel: RP000017001001B
v) Central Latin American District Assemblies of God – parcel: RP10S23E320755, RPBSP310010090
vi) Church of Jesus Christ of Latter-Day Saints
Parcels include: RPOVW64020001A, RPOVW64023001A, RP10S22E269450, RP10S23E282175, RP10S23E282399, RP10S23E291655, RP10S23E307260, RP10S23E307265, RP10S23E307500, RP10S23E307799, RP10S24E318998, RP10S24E340200, RP11S22E127199, RP11S22E277900, RP11S23E039001, RP11S24E060625, RP11S24E060630, RP11S27E103150, RP12S23E360000, RP12S25E068600, RP12S25E068701, RP13S22E335270, RP13S22E335280, RP13S25E327060, RP13S25E327198, RP13S26E123460, RP13S26E123465, RP13S26E123470, RP13S26E123531, RPBB001138017A, RPBGP01004007A, RPBSP11001001A, RPBSW01003001A, RPDCZ030006945, RPDD003001005A, ROOK002011004C, RPOK002016001C, RPOK002022001C, RPOK0020022002B, RP000060030010, and RP13S26E124080.
vii) Crossroads Bible Church of Burley – RP10S23E199599, RP10WS23E199595
viii) Ministerio El Buen Samaritano – RPBHM01007016A

ix) Faith Baptist Church – RPBB001134008A
x) First Baptist Church of Burley – RP10S23E297225
xi) First Presbyterian Church – RP10S23E294199
xii) Puerta Al Cielo Church – RPBB001030005A
xiii) International Church of the Foursquare Gospel – RPBML01022004A
xiv) Mountain View Christian Center – RP10S23E322409, RP10S23E322420
xv) Primera Iglesia Bautista – RP10S23E296650
xvi) Roman Catholic Diocese of Boise – RPML010040060, RPBML01004007A, RPBML010040130, RPBML01003014A, RP10S23E218849, RPBML010040120
xvii) Truth Tabernacle of Burley ID inc. – RP10S23E285943
xviii) Water's Edge Fellowship – RP10S22E249454
xix) Zion Lutheran Church – RP10S23E295250

2:10 PM **Motion and Action:** Approve the exemptions for 19 applicants for churches in Cassia County as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

c) Non-profit Exemptions
i) Burley American Legion Bruley Post #17 – RPBB0011680080
ii) Idaho Youth Ranch, Inc – RPBB001137027AA
iii) IHC Health Services Inc. – RP10S23E216158 at 94%, RPBKP01001002A, RPBB001125018A
iv) Mount Harrison Heritage Foundation – RPBB001104001A
v) VFP Post 3043 – RPBB001016001B
vi) Syringa Plaza Inc – RPBB001029001A
vii) Community Council of Idaho – RPBB001140001A

2:15 PM **Motion and Action:** Approve the applications from seven applicants for non-profit exemption as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

24) 2:44 PM Proposed County building discussion
a) There was discussion regarding the floor plan revisions being considered for the second floor.
25) 2:48 PM Adjourn

2:48 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: 5-4-2026

	NAME (Please Print)	TOWN	REPRESENTING
1.	Trevor Reno	Burley	Self
2.	Jason Jones	Burley	Self
3.	Shannon Taylor		Jail
4.	Amber Prewitt	Burley	Probation
5.	Kevin Horace		CCSO
6.	Ean Pigford	Burley	IT
7.	J. Thompson		CCSO
8.	Logan Hudson		SCPHD
9.	Jeremy St Clair		SCPHD
10.	Josh Jensen		SCPHD
11.	Don Christophersen		Gary Jones Construction
12.	Laura Gneiner	~~Fire~~ Burley	Treasurer
13.	Sheri Beebe	Burley	Treasurer
14.	[illegible]	"	FC
15.	Laura Gittins	Burley	Assessors
16.	Mirella Mancisidor	Burley	Assessors
17.	Brandon Williams	Burley	Assessor
18.	Mark Adams	Burley	Assessor
19.			
20.			
21.			
22.			
23.			
24.			

SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS **58% 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	2,702,906.08	15,427.30	2,390,592.92	47%
0002 ROAD & BRIDGE	712,150.00	206,537.80	24,588.67	505,612.20	71%
0006 DISTRICT COURT	399,326.00	232,790.19	19.98	166,535.81	42%
0008 JUSTICE FUND	15,639,677.00	7,973,855.00	41,961.75	7,665,822.00	49%
0012 M-C MISDEMEANOR PROBATION	1,390,000.00	736,775.45	17,223.16	653,224.55	47%
0020 REVALUATION	468,000.00	236,312.53	131.88	231,687.47	50%
0027 NOXIOUS WEED & PEST	518,550.00	262,490.77	30.40	256,059.23	49%
0029 PHYSICAL FACILITIES	12,531,140.00	1,880,894.92	4,128.00	10,650,245.08	85%
0048 EMPLOYEE BENEFITS FUND	4,295,615.00	2,077,184.16	9,950.75	2,218,430.84	52%
		Total Amount Paid	**113,461.89**		

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 5-4-2026

Leonard M. Beck
COMMISSIONER

Bob Kunau
COMMISSIONER

COMMISSIONER

Attest: Sharene Ahlin
Signature
Sharene Ahlin
Name
5-4-2026
Date

☒ Deputy Clerk ☐ Clerk of the Board

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