Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, May 11, 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) 9:04 AM Roll call

Roll Call.

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

4) 9:04 AM Calendar, meetings, committee reports, and correspondence were reviewed.
5) 9:06 AM Approve payables for 5/11/2026

9:06 AM **Motion and Action:** Approve payables in the amount of $497,362.31 as presented on 5/11/2026, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

9:07 AM Mr. McMurray joined the meeting

6) 9:08 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) Transfer of license – change of ownership name from Maverik, Inc. to Maverik Group, LLC; Retail Wine, Bottled/canned beer OFF premises

9:09 AM **Motion and Action:** Approve the Alcohol License application for License # 2026-33 for Maverik Group as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

7) 9:12 AM Approval of Clerk's Office recommendations regarding junior college Certificates of Residency

9:13 AM **Motion and Action:** Approve Clerk's Office recommendations to approve one 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) 12:05 PM Personnel Matters - Change of Status Requests
   a) MCCJC – Jorrale Nay – Senior Deputy – promotion
   b) MCCJC - Kaitlyn Ramirez – Senior Deputy – promotion

Instrument # 2026001921
BURLEY, CASSIA, IDAHO
5-18-2026 12:40:22 PM No. of Pages: 7
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00
Ex-Officio Recorder Deputy EV
Index to: COMMISSIONERS MINUTES

c) Adult Misdemeanor Probation – Kelli Willett – Secretary - termination

12:05 PM **Motion and Action:** Approve Change of Status Requests as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9) Executive Sessions

9:28 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, **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.

9:58 AM Upon exit of Executive Session, the board took the matter under advisement.

11:14 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.

11:39 AM Upon exit of Executive Session, the board took the matter under advisement.

10) 10:47 AM Consider appointment previously made to Board of Community Guardians
   a) Prosecutor McCord Larsen explained that Ms. Evans had expressed interest in serving on a specified case. That case is no longer going to be handled by the Board of Community Guardians.
   b) Her appointment to the Board of Community Guardians is no longer needed and may be revoked.

10:49 AM **Motion and Action:** Revoke the appointment of Melodee Evans to the Board of Community Guardians as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

11) 9:58 AM Proxy Ballot for South Central Public Health District budget hearing

9:58 AM **Motion and Action:** Cast the ballot for Bob Kunau for the South-Central Public Health District proxy ballot as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Leonard M. Beck - Chair. Motion passed unanimously.

12) 12:06 PM Review Fair Grounds Facilities Lease Agreement with Mini-Cassia Auto Collectors for June 6 & 7, 2026

    Mr. McMurray stated that the Board did not need to take action, according to the fair bylaws. It was discussed that a mention in the minutes noting that the Board has reviewed the contract for the Mini-Cassia Auto Collectors was sufficient.

13) 12:10 PM Review and execute Resolution No. 2026-12 setting new water district collection fees and establishing a new basis for billing fees

12:10 PM **Motion and Action:** Adopt Resolution No. 2026-12 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

14) 10:51 AM Consider and approve tile installation for first and second floors of old courthouse building
    a) Three different bids were presented. It was noted that sales tax was included on a bid and should be removed. The first bid was for LVT for the first and second floors halls.
    b) Additional information was requested, matter to be placed on the next agenda.
15) 11:43 AM FY2027 budget discussion
    a) Deputy Auditor Michelle Wallace discussed that it would help with the budget preparations if a cost-of-living increase could be determined for FY2027.
    b) Wallace discussed a planned increase in the PERSI employer contributions that will be accounted for in the budget preparations.

12:03 PM **Motion and Action:** Approve a cost-of-living increase of $1,200.00 for full time employees plus an additional 1%, and of $600.00 for part time employees plus an additional 1% as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

16) 9:15 AM Reports from VSO
    a) Veteran's Service Officer Charles Driscoll reviewed the monthly activity report for the Board.
    b) Driscoll discussed an increase in the funding cost for the Vetraspec program, noting that the cost increase was partially covered by Minidoka County. Cassia County has declined to participate in the increase of costs, noting that there was no provision to pay additional funds included in the contract.
17) 10:00 AM Juvenile Probation report - Jeff Miller from Department of Juvenile Corrections (DJC)
    a) Jeff Miller from the DJC reviewed the annual report.
    b) It was discussed that there are fewer youth in state custody and that the complexity of the cases they are seeing has increased.
18) 10:22 AM Consider solid waste fee waiver for a Declo special event – Steven Pease
    a) A waiver of solid waste disposal fees was requested for a Celebration planned to be held in Declo in late June; as part of the America 250 events.
    b) The Church of Jesus Christ of Latter-Day Saints is hosting a community wide event.
    c) The event will be free for all who wish to attend.

10:27 AM **Motion and Action:** Approve the waiver of fees for the waste disposal but not for any trucking costs as presented, Moved **by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

19) 10:29 AM Mini-Cassia Commerce Authority Periodic Update - Inouye
    a) Winston Inouye reviewed the 2026 spring report for the Board. A copy of the report was placed on file.
    b) There was discussion regarding the water related needs for some of the planned projects.
20) 11:03 AM Construction project status report and items for consideration - Gary Jones Construction
    a) Chad Gill from Gary Jones Construction provided the update for the Board.
    b) Concrete has been placed; they are now waiting on the delivery of steel for the building.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

21) 12:11 PM Proposed County building discussion
   a) There was discussion of placing the executive meeting room and Mr. McMurray's office at the far southeast corner of the second floor.
   b) Mr. McMurray discussed that there is a need to store commercial and government building floor plans for building and zoning and discussed that a storage room would be needed.
   c) Commissioner Kunau discussed an optional floor plan that would place Mr. McMurray's office and a storage room on the other side of the meeting chambers. He expressed the need to maximize the space for the Board chambers and to ensure adequate seating at the tables and for the Board during the meetings.
22) 12:42 PM Adjourn

12:42 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: 5-11-2026

	NAME (Please Print)	TOWN	REPRESENTING
1.	Chuck Driscoll	Burley	VSO
2.	Steven Peace	Albion	Declo ID Stake
3.	Jeff Miller	Twin Falls	Id Dept. of Juv Corrections
4.	Pete Hernandez	Burley Id	Building & grounds
5.	Winston Inouye	Burley	MCCA
6.	Jo Thompson		CCSO
7.	K. Horak		CCSO
8.	S. Taylor		MCCJC
9.	Michelle Wallace	Burley	Auditor's Office
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SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS **60% 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	2,885,884.30	81,593.84	2,207,614.70	43%
0002 ROAD & BRIDGE	712,150.00	241,305.05	8,678.09	470,844.95	66%
0004 AMBULANCE SERVICES	278,425.00	140,313.50	22,979.25	138,111.50	50%
0006 DISTRICT COURT	399,326.00	248,324.42	5,838.24	151,001.58	38%
0008 JUSTICE FUND	15,639,677.00	8,518,356.58	240,174.93	7,121,320.42	46%
0012 M-C MISDEMEANOR PROBATION	1,390,000.00	806,324.37	23,167.98	583,675.63	42%
0013 911 COMMUNICATIONS	954,840.00	75,718.47	6,859.98	879,121.53	92%
0018 CASSIA COUNTY FAIR	301,913.00	104,538.92	1,512.00	197,374.08	65%
0020 REVALUATION	468,000.00	256,379.48	7,958.55	211,620.52	45%
0027 NOXIOUS WEED & PEST	518,550.00	283,174.88	12,749.70	235,375.12	45%
0028 SNOWMOBILE	37,620.00	64,667.09	19.95	-27,047.09	-72% *
0029 PHYSICAL FACILITIES	12,531,140.00	1,885,071.63	48.71	10,646,068.37	85%
0032 PREVENTIVE HEALTH FUND	277,000.00	161,248.85	23,035.55	115,751.15	42%
0048 EMPLOYEE BENEFITS FUND	4,295,615.00	2,139,929.70	62,745.54	2,155,685.30	50%
		Total Amount Paid	**497,362.31**		

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 5-11-2026

Attest:

Signature

Sharene Akin

Name

5-11-2026

Date

☒ Deputy Clerk ☐ Clerk of the Board

COMMISSIONER COMMISSIONER COMMISSIONER

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