Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, June 29, 2026

Cassia County Courthouse • Commission Chambers
1459 Overland Ave • Room 206 • Burley ID 83318

8:00 AM Tour of the Mini-Cassia Criminal Justice Center with Minidoka County Commissioners
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, Cally Velasquez - Deputy Clerk (Not voting)

4) 9:03 AM Calendar, meetings, committee reports, and correspondence were reviewed.
   a) The large cabana at Salmon park has been reserved for the employee picnic on 9/4/2026
   b) There will be a reading on the front steps on 7/8/2026 at 4:00 PM. The county will provide setup for the PA system.

9:03 Mr. McMurray, assistant to the Board entered the meeting.

5) 9:13 AM Approve payables for 6/29/2026

9:13 AM **Motion and Action:** Approve payables in the amount of $212,546.65 as presented on 6/29/2026, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

6) 9:18 AM Review and approve demand payment of invoice for transportation of railcar to museum.
   a) The original estimated delivery amount was $51,000.00. Authorization for a prepayment of $26,000.00 was given on 6/8/2026. The remaining balance of $18,536.00 is now due.

9:19 AM **Motion and Action:** Approve Nationwide Transport invoice payment in the amount of $18,536.00 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

7) Approve minutes – there were none to be considered.
8) 9:20 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) Country Store Gas & Deli - Bottled/canned beer OFF premises, Retail wine
   b) Edith's Cafe - Bottled/canned beer ON premises, Wine by the drink
   c) El Dorado 2000 - Bottled/canned beer ON premises, Wine by the drink
   d) Maverik #512 - Bottled/canned beer OFF premises, Retail wine
   e) Outpost Steakhouse - Bottled/canned beer ON and OFF premises, Retail wine, Wine by the drink

Instrument # 2026002949
BURLEY, CASSIA, IDAHO
7-31-2026 02:32:52 PM No. of Pages: 8
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00
Ex-Officio Recorder Deputy EV
Index to: COMMISSIONERS MINUTES

9:23 AM **Motion and Action:** Approve the five Alcohol License applications as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

9) 9:27 AM Personnel Matters - Change of Status Requests
   a) MCCJC - Miguel Villanueva - Uncertified Detention Deputy - new hire
   b) MCCJC - Jorrale Nay - Corporal - promotion
   c) MCCJC - Naveah Day - Certified Deputy - certification
   d) MCCJC - Jireh Seamons - Certified Deputy - certification

9:29 AM **Motion and Action:** Approve the four Change of Status Requests as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

   e) 1:30 PM Sheriff's Office - Christopher Overlin - Sr. Patrol Deputy - transfer

1:30 PM **Motion and Action:** Approve the Change of Status Request as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

10) 10:09 AM Executive Session

10:09 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.

10:28 AM Upon exit of Executive Session, the board took the matter under advisement.

10:28 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.

3:26 PM Executive Session

3:27 PM **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-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.

3:58 PM Upon exit of Executive Session, the board took the matter under advisement.

11) 4:06 PM Determination on employee compensation requests above the amount already approved by the BoCC
   a) Responses to be given next week.

12) 9:31 AM Consider Mini-Cassia Commerce Authority's request for funding for FY2027

9:32 AM **Motion and Action:** Approve Mini-Cassia Commerce Authority's request for funding for FY2027 in the amount of $500.00 per month as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

13) 4:02 PM Deliberate regarding TimePilot contract with the Prosecuting Attorney
   a) TimePilot is the artificial intelligence evidence analysis tool used by the prosecutor's office to help in investigative work. There is no cost to the county as he has requalified for a grant to cover the cost.
   b) If his office fails to secure a grant at some point in the future, he estimates the program will cost between $10,000.00 and $15,000.00 in the future.
   c) Prosecutor is seeking permission to execute the docusign document to renew the contract.

4:08 PM **Motion and Action:** Authorize Prosecutor Larsen to sign the contract with TimePilot, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

14) 3:59 PM Deliberate regarding door replacement for 2nd floor door - Prosecuting Attorney
   a) A door to one of the rooms was removed some time ago and cannot be found. Jackson Construction quoted $1,500.00 for a solid core, fire rated, oak custom height door and $1,600.00 for stain, finish and installation of the door, for a total of $3,100.00.
   b) Prosecutor Larsen requested permission to spend up to $3,100.00 in case he cannot find a cheaper quote from somewhere else.

4:01 PM **Motion and Action:** Approve the installation of a door up to $3,100.00 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

15) 9:33 AM Discuss additional holiday time for the 4th of July - Beck
   a) The State is granting its employees two additional holidays around the 4th of July as compensation for not giving a cost-of-living increase in state employees' pay.
   b) 4:06 PM The Board decided to not extend the same to County employees.
16) 9:39 AM Review and approve invoice from Coastline Equipment for repair of road grader
   a) The final invoice for repairs to the road grader increased from the initial estimate of $46,251.99 to $53,469.90.
   b) The Board will seek additional information from Coastline to justify the $7,217.91 difference before any approval of payment.

SCHEDULED ACTION AGENDA ITEMS

17) 9:48 AM City of Burley presentation on Opportunity Zone and sign letter of support
   a) Spencer McArthur from City of Burley explained that of the 69 opportunity zones in the state of Idaho identified by the state, the Governor is allowed to recognize 25, of which one zone exists within City of Burley limits. The City is seeking for a letter of support from the Commissioners in its bid to be recognized by the Governor.
   b) The designation of an opportunity zone on a parcel of land is meant to offer incentives for an investor to fund improvements upon the land.

10:05 AM **Motion and Action:** Authorize the chair to sign the letter of support as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

18) 10:06 AM Make a determination on proposed zoning ordinance amendments.

10:08 AM **Motion and Action:** Approve proposed zoning ordinance amendments as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

11:00 AM Prosecutor Larsen entered the meeting.
19) 10:28 AM Board of Equalization

10:29 AM **Motion and Action:** Close County Commissioners meeting and enter a Board of Equalization, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

a) Cursory statements establishing the purpose of the hearing, conduct of the hearing and the responsibilities of the Board were read. Chairman Beck swore all participants in.
b) 10:33 AM Lily Kapnik represented the appellant for Alto Magic Valley LLC, considering parcel numbers RP10S22E257303 and PP10X22E257303. Their argument was that the fair market value placed on the property did not take into account that it is not operating at this time.
c) 11:07 AM John Rand, owner or Kingdom Property Holdings LLC dba Southern Storage, presented his appeal for parcel RP10S23E321700. His argument was that his property value seemed to increase while similar businesses did not.

11:57 AM **Motion and Action**: Recess the Board of Equalization, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

12:04 PM **Motion and Action**: Enter a lunch recess, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

1:29 PM Call back to Order
1:31 PM **Motion and Action**: Reenter a Board of Equalization, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

d) 1:35 PM Matt Cook and David Cook, co-owners of Lonestar Storage LLC, presented their appeal on parcel RPBDB010010150. Their argument for this parcel and the next 4 parcels was that the valuation seemed unfairly biased and extreme to this and other parcels compared to surrounding and similar parcels.
e) 2:23 PM Matt Cook, owner of Silver Raptor Investments LLC, parcel RPBBN01001006D, presented the same appeal as just argued for Loanstar Storage LLC. The Seven Seas Properties LLC, parcel RPBB0010080090 was combined in the discussion for time.
f) Commissioner Kunau requested additional data for the years 2022 and 2023 be provided from the Assessor's Office with regard to all of the parcels in appeal.

g) 2:53 PM Matt Cook, owner of Whitehall LLC, parcel RPBB001104003A, presented the same argument as the others.
h) 3:14 PM Matt Cook, owner of parcel RPBHR010020050 again presented argument for his residence.
i) Mr. Cook agreed to discuss his concerns with the Assessor's Office and come to a consensus over the appraised values of his properties before next week's BOE. Assessor Adams would provide the Board with any recommendations stemming from such discussion for the Board's consideration.

3:24 PM **Motion and Action:** Close the Board of Equalization, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

j) 4:09 PM Kunau reiterated his need for additional information before offering any kind of decision. Beck requested the Board be ready to render a decision on all of the appeals for next week's BOE hearing.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

20) Proposed County building discussion
   a) 9:41 AM Discuss letter received: Idaho Notice of Furnishing from New Millenium Building Systems
      i) Jason Jones from Gary Jones Construction explained that this letter is typical of the industry and recommended that prior to any payment of invoice to Gary Jones Construction, the Board will have a lien release waiver signed by this same company evidencing payment has been made already.
   b) 11:57 AM Chad Gill gave the construction progress report. He expects to have most of the structure and the first floor put together by the end of the week. They plan on pouring the second-floor concrete in about three and a half weeks.
21) 4:11 PM Adjourn

4:11 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:

Cally Velasquez

SUMMARY CLAIMS APPROVAL REPORT
INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS

73% 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	3,329,794.89	13,309.90	1,763,704.11	35%
0002 ROAD & BRIDGE	712,150.00	272,273.59	12,824.90	439,876.41	62%
0006 DISTRICT COURT	399,326.00	288,465.97	29.97	110,860.03	28%
0008 JUSTICE FUND	15,639,677.00	10,042,008.75	42,677.26	5,597,668.25	36%
0013 911 COMMUNICATIONS	954,840.00	103,734.93	509.60	851,105.07	89%
0017 COMMUNITY COLLEGE	200,000.00	91,400.00	90,500.00	108,600.00	54%
0025 WATERWAYS	84,000.00	12,922.06	440.02	71,077.94	85%
0048 EMPLOYEE BENEFITS FUND	4,295,615.00	2,740,530.01	52,255.00	1,555,084.99	36%
		Total Amount Paid	**212,546.65**		

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 6-29-2026

COMMISSIONER COMMISSIONER COMMISSIONER

Attest:

Cally Velasquez
Signature

CALLY VELASQUEZ
Name

6/29/2026
Date

☒ Deputy Clerk ☐ Clerk of the Board

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

Cassia County Commissioner Meeting

Attendance Log

Date: 6/29/2026

NAME (Please Print)	TOWN	REPRESENTING
1. JASON JONES	Burley	Self
2. J. Thompson		CCSO
3. Spencer McArthur	Burley	Burley, City of
4. Jason Webb	Burley	self
5. JON RAND	MERIDIAN	Kingdom Property Holdings/self
6. Mirella Mancias	Burley	Assessors office
7. Marissa McClurg	Burley	Idaho State Tax Comm.
8. Laura Gittins	Burley	Assessors
9. Mark Adams	Burley	ASSESSORS
10. Janet Molina	Burley	Assessor
11. Andrea Ruiz	Burley	Assessors
12. Matt Cole	Burley	~~Attorney~~ Self
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