Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, August 10, 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) 9:02 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, Cally Velasquez - Deputy Clerk (Not voting)

4) 9:03 AM Calendar, meetings, committee reports, and correspondence were reviewed.
5) 9:08 AM Approve payables for 8/10/2026

9:08 AM **Motion and Action:** Approve payables in the amount of $533,700.25 as presented on 8/10/2026,
Moved by Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

6) 9:09 AM Approve minutes from 6/1, 7/27 and 8/3

9:09 AM **Motion and Action:** Approve minutes from 7/27/2026 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9:12 AM **Motion and Action:** Approve minutes from 6/1/2026 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9:12 AM **Motion and Action:** Approve minutes from 8/3/2026 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

7) 9:10 AM Approval of synopsis for May 2026

9:10 AM **Motion and Action:** Approve synopsis for May 2026 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

Instrument # 2026003153
BURLEY, CASSIA, IDAHO
8-17-2026 11:26:01 AM No. of Pages: 7
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00
Ex-Officio Recorder Deputy
Index to: COMMISSIONERS MINUTES

9:14 AM Kerry McMurray, Assistant to the Board entered the meeting.

8) 9:13 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) Ace Hardware - Bottled/Canned beer OFF premises

9:14 AM **Motion and Action:** Approve the Alcohol License application as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

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

9:18 AM **Motion and Action:** Approve Clerk's Office recommendations to approve 28 and deny one junior college Certificates of Residency as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

10) 9:19 AM Personnel Matters - Change of Status Requests
   a) CCSO - Joseph Knight - City Senior Patrol Deputy - transfer
   b) CCSO - Token Kirst - County Certified Patrol Deputy - transfer

9:20 AM **Motion and Action:** Approve Change of Status Requests as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

11) 9:54 AM Executive Sessions

9:54 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.

10:30 AM Upon exit of Executive Session, the board took the matter under advisement.

12) 9:21 AM Review and approve Taylor Grazing Funding request letter

9:25 AM **Motion and Action:** Approve the disbursement of funds in the amount of $9,677.13 to the Burley District Grazing Board as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

13) 9:26 AM Approve County Employee Fair Parade Leave Memo for distribution

9:26 AM **Motion and Action:** Approve signing the letter as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

14) 9:19 AM Reports from VSO - none at this time.
15) 9:31 AM Review and approve TimeClock Plus LLC agreement with Sheriff's Office

9:32 AM **Motion and Action:** Approve the TimeClock Plus Agreement with the sheriff's office for a three-year contract at $3,955.20 per year as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

16) 9:34 AM Review and approve additional billing for FY2025 Burley Highway District invoice.

9:38 AM **Motion and Action:** Approve the payment of $4,741.98 to the Burley Highway District for the Fy2025 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

17) 9:39 AM Review and approve FY2026 Burley Highway District invoice
    a) There was confusion of whether the increased amount should apply to the FY2026 year where the budget had already been set or the FY2027 budget year. Beck requested time to speak with Albion Highway District officials on the matter before addressing this again next week.
18) 9:44 AM Review and approve USFS Grant 23-LE-11041400-003 for patrol
    a) 10:30 AM revisited for decision.

10:30 AM **Motion and Action:** Approve the US Forest Service Grant 23-LE-11041400-003 for patrol as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

19) 9:45 AM Review and approve Amendment No. 4 to Cassia County Employee Benefit Plan - Bowen
    a) Mr. Kelly Bowen explained Amendment No. 4 as adding language and limits to gene therapy in the employee benefits plan. Previous to this amendment, there was only gene therapy for maternity. The language added gene therapy for cancer treatment and mental health treatment as well as residential treatment facility and applied limits to those options.

9:50 AM **Motion and Action:** Approve Amendment No. 4 to the Cassia County Employee Benefit Plan as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

20) 9:27 AM Proposed County building discussion

a) Cement for the first half of the second floor began early this morning with the plan to finish the second half of the second floor on Thursday of this week.

10:31 AM McMurray was asked to contact Adult Misdemeanor Probation Director Prewitt and Juvenile Corrections Supervisor Dixie Tate to discuss Passthrough Funds Recipient Agreements for next week.

21) 10:32 AM Adjourn

10:32 AM **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

CLAIMS APPROVAL REPORT - INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS

*** UNAPPROVED DEMANDS APPEAR IN ACTUALS AND ALSO AS AN INVOICE .**

Fund FUND 0053 NARCOTICS SEIZED ASSETS FUND

Department DEPT 00 NARCOTICS SEIZED ASSETS FUND

Vendor Number-Vendor Name	Expenditure Account	For Payment Of	Budget	Actual	INVOICE Number	INVOICE Amount	Budget Remaining
15375-BANKCARD CENTER	0470-0000 AUTO EXPENSE	CAR WASH - MONTHLY	10,000.00	433.95	M LARSEN 0172	34.99	9,531.06
					Vendor Total :	**34.99**	
		DEPT 00 NARCOTICS SEIZED ASSETS FUND			**Department Total :**	**34.99**	
		FUND 0053 NARCOTICS SEIZED ASSETS FUND			**Fund Total :**	**34.99**	

Grand Total : 533,700.25

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 8-10-2026

COMMISSIONER COMMISSIONER COMMISSIONER

Attest:
Cally Velasquez
Signature
CALLY VELASQUEZ
Name
8/10/2026
Date
☒ Deputy Clerk ☐ Clerk of the Board

*** WARNING: This account is over budget**

Cassia County Commissioner Meeting

Attendance Log

Date: 8/10/2026

NAME (Please Print)	TOWN	REPRESENTING
1. Trevor Reno	Burley	Self
2. JASON JONES	Burley	Self
3. KELLY BOWEN	Burley	Self / BIG
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