Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, August 24, 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) 9:04 AM Roll call

Roll Call.

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

9:07 AM Mr. McMurray joined the meeting.

4) 9:05 AM Calendar, meetings, committee reports, and correspondence were reviewed.
5) 9:08 AM Approve payables for 8/24/2026

9:09 AM **Motion and Action:** Approve payables in the amount of $157,711.18 as presented on 8/24/2026, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

6) 9:10 AM Approve minutes from 6/1/2026, 6/11/2026 and 8/17/2026

9:11 AM **Motion and Action:** Approve minutes from 6/8/2026 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

9:10 AM **Motion and Action:** Approve minutes from 6/11/2026 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9:11 AM **Motion and Action:** Approve minutes from 8/17/2026 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

9:12 AM **Motion and Action:** Approve Clerk's Office recommendations to approve 30 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) CCSO – Bryson Pursifull – Senior Patrol Deputy (City) - promotion

Instrument # 2026003392
BURLEY, CASSIA, IDAHO
8-31-2026 02:24:37 PM No. of Pages: 8
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00
Ex-Officio Recorder Deputy
Index to: COMMISSIONERS MINUTES

b) CCSO – Benjamin Frank – Senior Patrol Deputy (County) - promotion

10:26 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.

9) Executive Sessions

10:27 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (b) to consider personnel issues, Idaho Code § 74-206 (1) (d) to consider records that are exempt from public disclosure, Idaho Code § 74-206 (1) (i) to communicate with risk manager/insurer regarding pending/imminently-likely claims, **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.

10:58 AM Upon exit of Executive Session, the board took the matter under advisement.

10:59 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.

1:56 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.

2:39 PM Upon exit of Executive Session, the board took the matter under advisement.

10) 9:16 AM Review and approve Gary Jones Construction Invoice #6610

9:18 AM **Motion and Action:** Approve the payment to Gary Jones Construction in the amount of $456,731.67 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

11) 9:19 AM Review and approve FY2026 Burley Highway District Invoice
Chair Beck requested to hold the invoice until the next meeting to allow for an opportunity to discuss the invoice with the Albion Highway District.
12) Review and discuss Second Revised Howell Canyon Road Maintenance Agreement – no discussion
13) 9:20 AM Review and adopt Patriot Day Proclamation for Cassia County
a) A moment of silence is called for on 9/11/2026 at 8:46 AM.
b) Flags are to be flown at half-mast on 9/11/2026.
c) Patriot Week will be observed 9/11/2026 – 9/17/2026.

9:23 AM **Motion and Action:** Approve proclamation #2026-2 declaring the week of 9/11/2026 – 9/17/2026 as Patriot Week as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

SCHEDULED ACTION

14) 9:27 AM Cassia County Road and Bridge FY2027 budget **hearing**

9:27 AM **Motion and Action:** Enter into a hearing for FY2027 for Road and Bridge, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

a) Deputy Auditor Michelle Wallace reviewed the proposed budget for FY2027 for the Board, in the amount of $918,275.00.

9:30 AM **Motion and Action:** Adopt the FY2027 budget in the amount of $918,275.00 for Road and Bridge as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9:31 AM **Motion and Action:** Close the public hearing for FY2027 for Road and Bridge, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

15) 9:31 AM Cassia County FY2027 budget **hearing**

9:31 AM **Motion and Action:** Enter into a budget hearing for Cassia County for FY2027, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

a) Deputy Auditor Michelle Wallace reviewed the full county budget for the Board, noting that it includes the amounts for the County Road and Bridge. The total budgeted amount is $44,189,438.00.
b) Public comment was requested; no comments were received.

9:35 AM **Motion and Action:** Adopt the proposed budget for FY2027 for Cassia County in the amount of $44,189,438.00 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9:36 AM **Motion and Action:** Exit the hearing for the FY2027 Cassia County Budget, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

16) 9:45 AM Department Head reports including budgetary updates
   a) Reports were received from:
      i) Grace Wittman - Extension Educator, Laura Greener – Treasurer, Craig Rinehart – Coroner, Ryan Ward – Road and Bridge Supervisor, Pete Hernandez – Building and Grounds Supervisor, Amber Prewitt – Probation Supervisor, Mart Adams – Assessor, Kerry McMurray – Building and Zoning Administrator, Ean Pigford – IT Administrator, Sharene Ahlin – Deputy Auditor, Jarrod Thompson – Sheriff, McCord Larsen – Prosecuting Attorney
   b) General matters were reported. Items of note included:
      i) Treasurer Greener reviewed the monthly reports for the Board. She provided reports that showed fiscal year to date interest earned in the amount of $1,075,821.59.
      ii) Probation Supervisor Amber Prewitt noted that all of the probation officers that recently attended POST have completed the training successfully.

iii) Assessor Adams discussed the difficulties in gaining access to the properties with the recent law changes. He explained that the use of Pictometry could be a proposed tool to utilize in lieu of physical inspection of properties. He noted that the cost of the Pictometry for Twin Falls County was noted to be approximately $100,000.00 per year.

iv) IT Administrator Pigford stated that he will present a new password policy in the coming months.

17) 11:31 AM Reports of USFS and BLM

a) BLM – Jim Tharp and Scott Sayer
   i) The North Heglar Canyon Fire is anticipated to be contained in the next day or two.
   ii) Efforts to supply water to temporary troughs were discussed.

b) 11:46 AM USFS – Chad Camp
   i) Spraying of approximately 3000 acres of cheat grass up Trapper creek will be happening soon. It was noted that the product is a pre-emergent and will not have a negative effect on cattle in the area.
   ii) Fire restrictions were noted to be in place.

11:55 AM **Motion and Action:** Enter into a lunch recess, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

1:33 PM Reconvene

18) 1:34 PM **Public Hearing** for McKay Webb application to amend zone from Prime Agricultural to Residential Agricultural at the approximate site of 9 North 950 East, Declo, Idaho.

1:34 PM **Motion and Action:** Enter into a public hearing for a zone amendment from Prime Agriculture to Residential Agriculture, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

a) The hearing procedures were read for the record.
b) Chair Beck explained that the application was to amend zone was filed by McKay Webb, for property located at approximately 9 North 950 East, Declo, ID.
c) Resolution 2026-08 with Recommendation from the Planning and Zoning Commission was presented to the Board during their meeting on 6/20/2026. It was noted that the matter had previously been heard by the Planning and Zoning Commission on 6/18/2026.
d) McKay Webb appeared to speak on the matter. He explained that he is purchasing four acres on which he would like to locate his home.
e) It was explained that it would be necessary to rezone about 30 acres which included a few other neighboring properties in order to connect to the Residential Agriculture zone. He stated that he did acquire the signatures of the other affected landowners of the properties to be rezoned in the process.

1:53 PM **Motion and Action:** Close the public hearing for the taking of evidence, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

f) There was discussion that the amendment is in line with the comprehensive plan.

1:55 PM **Motion and Action:** Accept the application from McKay Webb to amend the zone from Prime Agriculture to Residential Agriculture as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

19) 10:59 AM Proposed County building discussion
   a) Construction project status report and items for consideration
      i) Chad Gill from Gary Jones Construction provided an update on the building project. Framing will be the next step in the project and will take approximately two weeks. Window installation is anticipated to be completed by the middle of October.
      ii) The roof concrete will be poured in approximately two to three weeks.
      iii) A temporary heat source will be placed in the building for winter as construction continues.
      iv) It was discussed that the Assessor had requested three additional offices to be constructed.
      v) Gill noted that he could plan to provide a rough estimate for some of the added work during the next meeting.
20) 2:40 PM Adjourn

2:40 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: 8/24/2026

NAME (Please Print)	TOWN	REPRESENTING
1. Trevor Reno	Burley	Self
2. JASon Jones	Burley	Self
3. Michelle Wallace	Burley	Auditor
4. Mark Adams	Burley	Assessor
5. Mirella Mancias	Burley	Assessors
6. Grace Wittman		Extension
7. Amber Prewitt	Burley	Probation
8. J. Thompson		CCSO
9. Laura Greener	Burley	Treasurer
10. Pete Hernandez	Burley	Building and grounds
11. Craig Rinehart		Coroner
12. Ean Pigford		IT
13. Jim Tharp	Burley	BLM
14. Scott Sayer	Burley	BLM
15. Mckay Webb	Burley	Self
16. Todd Webb	Declo	Mckay Webb
17. KELLY BOWEN	Burley	Self
18.		
19.		
20.		
21.		
22.		
23.		
24.		

SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS **89% 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	3,985,361.43	2,812.04	1,108,137.57	22%
0006 DISTRICT COURT	399,326.00	352,609.36	1,747.09	46,716.64	12%
0008 JUSTICE FUND	15,639,677.00	12,753,447.27	19,950.08	2,886,229.73	18%
0016 SOCIAL SERVICES-ASSISTANCE	99,000.00	61,009.14	1,500.00	37,990.86	38%
0018 CASSIA COUNTY FAIR	301,913.00	238,588.78	30,250.94	63,324.22	21%
0020 REVALUATION	468,000.00	371,526.77	900.29	96,473.23	21%
0025 WATERWAYS	84,000.00	16,597.58	1,825.40	67,402.42	80%
0048 EMPLOYEE BENEFITS FUND	4,295,615.00	3,384,882.65	98,725.34	910,732.35	21%
		Total Amount Paid	**157,711.18**		

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 8-24-2026

COMMISSIONER COMMISSIONER COMMISSIONER

Attest:
Stephanie Hitt
Signature
Stephanie Hitt
Name
8-24-2026
Date

☒ Deputy Clerk ☐ Clerk of the Board

* WARNING: This fund is over budget