Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, August 31, 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, Sharene Ahlin – Deputy Clerk (Not voting)

4) 9:03 AM Calendar, meetings, committee reports, and correspondence were reviewed
5) 9:06 AM Approve payables for 8/31/2026

9:06 AM **Motion and Action:** Approve payables in the amount of $719,760.46 as presented on 8/31/2026, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

6) 9:19 AM Approve minutes from 6/15/2026 and 8/24/2026

9:19 AM **Motion and Action:** Approve minutes from 8/24/2026 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9:22 AM **Motion and Action:** Approve minutes from 6/15/2026 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

7) 9:08 AM Approval of Clerk's Office recommendations regarding junior college Certificates of Residency

9:08 AM **Motion and Action:** Approve Clerk's Office recommendations to approve 22 junior college Certificates of Residency as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

8) 9:09 AM Personnel Matters - Change of Status Requests
   a) MCCJC - Karson Stephens - Uncertified Detention Deputy - new hire

9:09 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.

Instrument # 2026003495
BURLEY, CASSIA, IDAHO
9-8-2026 12:39:57 PM No. of Pages: 7
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00
Ex-Officio Recorder Deputy
Index to: COMMISSIONERS MINUTES

b) FY2027 Cost-of-living Change of status forms for the following departments:
   i) Clerk's department

9:11 AM **Motion and Action:** Approve Change of Status Requests for the cost-of-living increase for FY2027 for the Clerk's department as presented, Moved **by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

   ii) Assessor / DMV

9:12 AM **Motion and Action:** Approve Change of Status Requests for the cost-of-living increase for FY2027 for the Assessor's department as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

   iii) Commissioners

9:12 AM **Motion and Action:** Approve Change of Status Requests for the cost-of-living increase for FY2027 for the Commissioners department as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

   iv) Building and Grounds

9:13 AM **Motion and Action:** Approve Change of Status Requests for the cost-of-living increase for FY2027 for the Building and Grounds department as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

   v) Extension

9:13 AM **Motion and Action:** Approve Change of Status Requests for the cost-of-living increase for FY2027 for the Extension department as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

   i) I.T. Department

9:14 AM **Motion and Action:** Approve Change of Status Requests for the cost-of-living increase for FY2027 for the I.T. department as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

9) Executive Sessions

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, **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.

10:45 AM Upon exit of Executive Session, the board took the matter under advisement

10) 9:15 AM Review, approve and execute Ordinance No. 2026-08-01 Webb rezone AP to RA

9:16 AM **Motion and Action:** Approve and execute Ordinance No. 2026-08-01 rezoning from Prime Ag to Residential Ag as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

11) 9:17 AM Review and approve Summary of Ordinance No. 2026-08-01 for publication

9:17 AM **Motion and Action:** Approve the Summary of Ordinance No. 2026-08-01 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

12) Review and approve FY2026 Burley Highway District invoice – was discussed with item #13
13) 9:29 AM Review & discuss Second Revised Howell Canyon Road Maintenance Agreement.
    a) Chair Beck stated that he had discussed the matter with representatives of the Albion Highway District and that for FY2026 they are going from $12,500.00 to $15,0000.00. They indicated that for FY2027 they will increase to $17,500.00 and will remain at that level for FY2028. In FY2029 they will go to $20,000.00. They had stated that they had not seen the contract yet. It was suggested that they contact Mr. Dave Shirley to acquire a copy of the contract.
    b) Chair Beck noted that the county would see a 40% increase from $63,000.00 for FY2027.
    c) The matter will be placed on the next agenda for further consideration.
14) 9:20 AM Consider meeting schedule for week of 9/6/2026
    A special meeting will be held on 9/8/2026 at 9:00 AM.

SCHEDULED ACTION AGENDA ITEMS

15) 9:33 AM Review and approve Ada County Pathology Services contract - Rinehart

9:40 AM **Motion and Action:** Approve the contract with Ada County for Pathology and Toxicology as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

16) 9:41 AM Review and approve purchase of transport cot - Rinehart

9:42 AM **Motion and Action:** Approve the presented purchase of a cot for the Coroner's department in the amount of $1,495.00 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

17) 9:44 AM Review and approve Tax Year 2026 L-2 reflecting FY2027 budget as approved 8/24/2026

9:44 AM **Motion and Action:** Approve the L-2 for Tax year 2026 reflecting FY2027 budget as was approved on 8/24/2026, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

18) 9:45 AM Review and approve purchase of heating and cooling unit for the courthouse - Hernandez

9:52 AM **Motion and Action:** Approve the purchase of a 4-ton heat pump in the amount of $15,100.00 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

19) 9:54 AM Sign final plat for Las Estrellas Subdivision

9:55 AM **Motion and Action:** Authorize the Chair to sign the final plat for Las Estrellas Subdivision as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

20) 9:57 AM Review and approve new printer support contract for Sheriff's Office – IT

10:01 AM **Motion and Action:** Approve the purchase of a new printer for the Sheriff's Office in the amount of $599.00 and to enter into a service contract as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

21) 10:02 AM Approve purchase of three replacement network switches – IT

10:05 AM **Motion and Action:** Approve the purchase of three replacement network switches for a total purchase price not to exceed $3,700.00 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

22) 10:07 AM Construction project status report – Chad Gill from Gary Jones Construction
   a) Gill noted that the sheeting on the outside of the building should begin towards the end of the week.
   b) The building should be enclosed in approximately two months.
   c) The Assessor's recent request for the addition of three enclosed offices in the Revaluation office was discussed. It was noted that it could require changes to electrical, HVAC ducting, and lighting. It was discussed that while three offices were requested, it may only be possible to add two offices.
   d) Commissioner Searle suggested that the Assessor's Office consider using partitions instead.
   e) Assessor Mart Adams explained that he was requesting separate offices since he'd noticed that other departments had been designed with separate offices. He also noted that furniture may be necessary.
23) 10:45 AM Adjourn

10:46 AM **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: 8/31/2026

NAME (Please Print)	TOWN	REPRESENTING
1. Trevor Reno	Burley	Self
2. Tyler Lopez	Burley	Ramsay Heating
3. Craig Rivenburgh		Coroner
4. Pete Hendricks	Burley	Grounds
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SUMMARY CLAIMS APPROVAL REPORT
INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS **91% 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	4,081,246.98	19,642.33	1,012,252.02	20%
0002 ROAD & BRIDGE	712,150.00	390,710.65	1,002.15	321,439.35	45%
0004 AMBULANCE SERVICES	278,425.00	240,230.48	22,979.25	38,194.52	14%
0006 DISTRICT COURT	399,326.00	364,539.62	1,040.00	34,786.38	9%
0008 JUSTICE FUND	15,639,677.00	13,110,589.47	18,263.87	2,529,087.53	16%
0012 MISDEMEANOR PROBATION	1,390,000.00	1,188,189.86	934.37	201,810.14	15%
0013 911 COMMUNICATIONS	954,840.00	139,658.35	155.00	815,181.65	85%
0015 CONSOLIDATED ELECTIONS	367,010.00	21,412.49	1,575.00	345,597.51	94%
0016 SOCIAL SERVICES-ASSISTANCE	99,000.00	62,509.14	500.00	36,490.86	37%
0020 REVALUATION	468,000.00	384,642.60	1,271.00	83,357.40	18%
0028 SNOWMOBILE	37,620.00	66,533.91	57.71	-28,913.91	-77% *
0029 PHYSICAL FACILITIES	12,531,140.00	3,555,229.22	456,731.67	8,975,910.78	72%
0048 EMPLOYEE BENEFITS FUND	4,295,615.00	3,580,490.76	195,608.11	715,124.24	17%
		Total Amount Paid	**719,760.46**		

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 8-31-2026

Edward M Beck — COMMISSIONER

Bob Kloan — COMMISSIONER

Kent L Clark — COMMISSIONER

Attest:

Sharene Ahlin — Signature

Sharene Ahlin — Name

8-31-2026 — Date

☒ Deputy Clerk ☐ Clerk of the Board

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