Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, September 28, 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) 9:06 AM Call to order
2) Pledge of Allegiance and prayer
3) 9:07 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

9:07 AM Mr. McMurray joined the meeting.

4) 9:07 AM Calendar, meetings, committee reports, and correspondence were reviewed.
   a) 10:36 AM There was discussion regarding potential future data centers, including correspondence received by Mr. McMurray from Jennifer Putnam of Malad Idaho in which she asked many questions.
5) 9:13 AM Approve payables for 9/28/2026

9:13 AM **Motion and Action:** Approve payables in the amount of $828,178.62 as presented on 9/28/2026, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

6) 9:15 AM Approve minutes from 9/21/2026

9:15 AM **Motion and Action:** Approve minutes from 9/21/2026 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

7) 9:15 AM Approval of Clerk's Office recommendations regarding junior college Certificates of Residency

9:15 AM **Motion and Action:** Approve Clerk's Office recommendations to approve four junior college Certificates of Residency as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

8) 9:19 AM Personnel Matters - Change of Status Requests
   a) MCCJC – Gerald Ruby – part time detention deputy - new hire
   b) Treasurer – Patricia Smith –part time deputy treasurer – new hire
   c) Clerk – Lynette Bell Renteria – deputy clerk – FY2027 cost of living
   d) CCSO Brad German – part time deputy - resignation

Instrument # 2026004032
BURLEY, CASSIA, IDAHO
10-13-2026 12:35:50 PM No. of Pages: 7
Recorded for : CASSIA COUNTY COMMISSIONERS
JOSEPH LARSEN Fee: 0.00
Ex-Officio Recorder Deputy
Index to: COMMISSIONERS MINUTES

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

9) Executive Sessions

9:42 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) (f) to communicate with legal counsel regarding pending/imminently-likely litigation, **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.

10:02 AM Upon exit of Executive Session, the board took the matter under advisement.

11:26 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.

11:42 AM Upon exit of Executive Session, the board took the matter under advisement.

10) Review and approve Southern Idaho Economic Development Council invoice – no discussion
11) 9:23 AM Review, approve and execute Fifth Amendment to the Ambulance Independent Contractor Agreement extending agreement through September 30, 2027

9:24 AM **Motion and Action:** Approve the Fifth Amendment to the Ambulance Independent Contractor Agreement as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

12) 9:25 AM Review application & permit to use Right-Of-Way approach
    a) Mr. McMurray presented an approach permit on Reid Springs Road.
    b) He discussed that the work has already been completed and that Ryan Ward said that the work was satisfactory.
    c) The application was noted to be presented to the Board after the work had been completed.
    d) Matter to be placed on the next meeting agenda.
13) 11:18 AM Deliberate regarding Amendment to Karpel Service Contract

11:23 AM **Motion and Action:** Authorize the expenditure of $1,300.00 to Karpel for the data conversion as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

11:24 AM **Motion and Action:** Authorize the first Amendment to the Karpel Service Contract as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

CASSIA COUNTY COMMISSION
REGULAR SESSION
Monday, September 28, 2026

14) 9:30 AM Review and approve FY2027 VSO contract

9:31 AM **Motion and Action:** Approve the FY2027 VSO contract as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

15) 9:32 AM Review and approve tax year 2026 L-1 Certificate of Levies

9:34 AM **Motion and Action:** Accept the L-1 Certificate of Levies for year 2026 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

16) 10:02 AM Discuss continued electronic monitoring for Minidoka County Probation clients – Prewitt
    a) Probation Director Amber Prewitt explained that Minidoka County had expressed concern that they may not have enough monitoring units for their misdemeanor probationers.
    b) Prewitt will send an email to the Minidoka County Commissioners requesting that they reimburse any costs incurred by Cassia County on their behalf for the monitoring of their clients.
17) 9:36 AM Review and approve purchase request from Magnet Forensics using Opioid funds – Sheriff
    a) Undersheriff Kevin Horak explained that they are requesting the service for the analysis of electronic devices such as phones and computers.
    b) There will be an annual cost of approximately $15,000.00 There is a training voucher for $3,000.00 included in that cost for the four-day draining to learn to use the software.
    c) It was clarified that all tax listed on the quote will be requested to be removed from any invoice to be issued.

9:41 AM **Motion and Action:** Approve the purchase from Magnet Forensics in the amount of $15,000.00 to be paid from Opioid funds as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

18) 10:04 AM Department Head Reports Including Budgetary Updates
    a) Reports were received from: Mart Adams – Assessor, Laura Greener – Treasurer, Ean Pigford – I.T. Director, Amber Prewitt – Probation Director, Jarrod Thompson – Sheriff, Kerry McMurray – Building and Zoning Administrator, and Sharene Ahlin – Deputy Clerk.
    b) Items of note included:
        i) Treasurer Greener noted that the overall interest earnings for August, 2026 were $128,654.08.
        ii) I.T. Director Pigford explained that the new cassia.gov website has been launched and explained that the website is now ADA compliant.
        iii) Sheriff Thompson discussed the difficulties for their department regarding vehicle registration renewals without any stickers on the plates. There is hope that the matter will be reconsidered in the next legislative session.
        iv) Building and Zoning Administrator McMurray explained that the year-to-date revenue received for permits was approximately $100,000.00 lower than the prior year.
19) 11:02 AM Construction project status report and items for consideration – Chad Gill, Gary Jones Construction
    a) The installation of the air barrier will begin on 9/29/2026; that process is expected to take 30 days.
    b) Electrical and plumbing work is in progress, and rough in of the first floor has started.

c) There was discussion asking if the added costs for the addition of offices in the Assessor's Office had been approved. Chad Gill explained that the full workup had not been done, thus no costs had been attributed to it at this time.

20) Update from Southern Idaho Economic Development Council – no discussion

21) 11:42 AM Reports of USFS and BLM

a) 11:43 AM BLM

i) BLM Gateway West Project Manager Casey Prestwich presented information regarding the Segment 7 of the proposed Gateway West project. There was discussion that 24% of the miles for the project are public lands The information presented included information for the segment within Power, Oneida, Cassia and Twin Falls Counties.

ii) 11:50 AM John Elliott with the BLM discussed the extra measures they had been taking during the drought, as well as their clean-up efforts in the Milner area. He explained that they are asking for an increased law enforcement presence, and noted that they always appreciate the support they receive from the Cassia County Sheriff's Office.

iii) 12:03 PM Commissioner Searle expressed appreciation for the efforts with troughs and water for the livestock during this drought.

b) 11:54 AM USFS

i) A report was received from Kevin Draper with the USFS He noted that a contractor will be cutting Christmas Trees in the Howell Canyon area. The USFS will have some personnel periodically in the area to ensure that there are no problems for people that wish to cut their own Christmas trees.

ii) He noted that Kelsaw Canyon is now open to the public access via an easement.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

22) Proposed County building discussion – no discussion

23) 12:03 PM Adjourn

12:03 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

SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS **99% 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	4,408,184.16	7,309.94	685,314.84	13%
0002 ROAD & BRIDGE	712,150.00	511,400.67	395.60	200,749.33	28%
0006 DISTRICT COURT	399,326.00	393,486.85	145.60	5,839.15	1%
0008 JUSTICE FUND	15,639,677.00	14,312,060.97	29,957.25	1,327,616.03	8%
0012 MISDEMEANOR PROBATION	1,390,000.00	1,273,505.43	37,764.97	116,494.57	8%
0016 SOCIAL SERVICES-ASSISTANCE	99,000.00	63,009.14	3,000.00	35,990.86	36%
0017 COMMUNITY COLLEGE	200,000.00	181,900.00	200.00	18,100.00	9%
0020 REVALUATION	468,000.00	420,393.03	400.00	47,606.97	10%
0027 NOXIOUS WEED & PEST	518,550.00	468,008.06	12,975.00	50,541.94	10%
0029 PHYSICAL FACILITIES	12,531,140.00	4,314,118.65	736,030.26	8,217,021.35	66%
		Total Amount Paid	**828,178.62**		

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 9-28-2026

COMMISSIONER

COMMISSIONER

COMMISSIONER

Attest:

Steph Hitt
Signature

Stephanie Hitt
Name

9-28-26
Date

☒ **Deputy Clerk** ☐ **Clerk of the Board**

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

Cassia County Commissioner Meeting

Attendance Log

Date: 09/28/2026

	NAME (Please Print)	TOWN	REPRESENTING
1.	Chuck Driscoll	Burley	VSO
2.	Trevor Rens	Burley	Self
3.	J. Thompson		CCSO
4.	K. Horak		CCSO
5.	M. Platts		CCSO
6.	Amber Prewitt		Probation
7.	Mart Adams	Burley	Assessor
8.	Mirella Mancias		Assessor
9.	Ean Pigford		IT
10.	Laura Greener	Burley	Treasurer
11.	Prestwich	Burley	BLM
12.	DRAPER	"	FS
13.	John Elliott	Burley	BLM
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