Cassia County Board of Commissioners
REGULAR MEETING MINUTES
Monday, November 9, 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) 9:06 AM Roll call

Roll Call.

Present: Leonard M. Beck - Chair, Kent R. Searle - Member, Bob Kunau - Member, Kerry McMurray - Assistant to Board (Not voting), Sharene Ahlin – Deputy Clerk (Not voting)

4) 9:06 AM Calendar, meetings, committee reports, and correspondence were reviewed.
5) 9:12 AM Approve payables for 11/9/2026

9:12 AM **Motion and Action:** Approve payables in the amount of $246,469.43 as presented on 11/9/2026, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

6) 9:14 AM Approve minutes from 11/2/2026

9:14 AM **Motion and Action:** Approve minutes from 11/2/2026 as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

7) 9:14 AM Approval of synopsis for October 2026

9:15 AM **Motion and Action:** Approve synopsis for October 2026 as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

8) 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 five and deny one junior college Certificates of Residency as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

Instrument # 2026004476
BURLEY, CASSIA, IDAHO
11-16-2026 01:13:29 PM No. of Pages: 6
Recorded for : CASSIA COUNTY COMMISSIONERS
THERESA FORTHUN Fee: 0.00
Ex-Officio Recorder Deputy
Index to: COMMISSIONERS MINUTES

9) 9:16 AM Personnel Matters - Change of Status Requests
   a) MCCJC – Kaitlyn Ramirez – Corporal – promotion
   b) Clerk – Joseph W. Larsen – Clerk - termination

9:17 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.

10) Executive Session – see #18
11) 9:37 AM Review and approve Annual County IDJC Statistic Reporting Form B

9:37 AM **Motion and Action:** Approve the Annual IDJC Statistics Reporting Form B as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

12) 9:46 AM Discuss the county property at 1500 Hansen Avenue, Burley
   a) There was discussion that the property has been rented for some time, however is not occupied. There is at least one animal residing in the house.
   b) There was discussion as to if the county should continue to rent it, or if they would consider discontinuing renting the property and demolish the building. Doing so could allow the county to consider placing a building for the coroner as well as for building and grounds on that site.
   c) Mr. McMurry stated that the county would need to give the tenant thirty days' notice of the county's intent to discontinue renting the property.

9:49 AM **Motion and Action:** Approve the eviction of resident and the termination of the current monthly lease with the building at 1500 Hansen Avenue as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

13) 9:50 AM Review and approve erstad proposal for design of zoning office space
   A proposed floor plan was reviewed. A recommendation was made to move a door and wall to allow direct access to the Building and Grounds supervisor's office without entering into the Building and Zoning office space.

10:58 AM **Motion and Action:** Approve the invoice in the amount of $12,500.00 for erstad architects for the design of planning and zoning as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

14) 9:38 AM Review, approve and execute the Written Statement of Reasons for Finding of Imminent Peril

9:40 AM **Motion and Action:** Approve the declaration of imminent peril for public health and safety as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

15) 9:40 AM Set hearing for Emergency Ordinance for siting of Portable Cellular Systems consideration for Monday, November 23, 2026 at 12:15 PM

9:42 AM **Motion and Action:** set the public hearing for Monday, November 23, 2026 at 12:15 PM as presented, **Moved by** Bob Kunau - Member, **Seconded by** Kent R. Searle - Member. Motion passed unanimously.

SCHEDULED ACTION AGENDA ITEMS

16) 9:18 AM Reports from VSO – Driscoll
    a) VSO Driscoll expressed his appreciation to the Board for their support of the turkey drive; they collected 88 turkey and many other thanksgiving food items.
    b) Driscoll reviewed his activity for the month of October, noting that there were 22 new veterans. He reviewed the list of upcoming meetings and activities for the month.
17) 9:29 AM Canvass of November 3, 2026 General Election per I.C. §34-1205 and I.C. §34-1206
    a) Elections Director Kelsey Jones reviewed the canvass of votes.
    b) She noted that there was an overall turnout of 62%

9:35 AM **Motion and Action:** Certify the Canvass of the November 3, 2026 General Election as presented, **Moved by** Kent R. Searle - Member, **Seconded by** Bob Kunau - Member. Motion passed unanimously.

18) 9:55 AM Executive Session pursuant to Idaho Code § 74-206 (1)(a) or (b) – to discuss personnel matters

9:55 AM **Motion and Action:** Enter Executive Session pursuant to Idaho Code § 74-206 (1) (a) to consider personnel evaluation in hiring and 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.

10:42 AM Upon exit of Executive Session, the board took the matter under advisement.

UNFINISHED BUSINESS ACTION AGENDA ITEMS

19) 10:50 AM Construction project status report – Chad Gill, Gary Jones Construction
    a) A progress report was provided to the Board, noting that the electrical work is currently underway as well as window installation.
    b) The drywall for the elevator shaft and electrical room has been completed.
20) 11:00 AM Adjourn

11:01 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:

Sharene Ahlin

SUMMARY CLAIMS APPROVAL REPORT INCLUDING BUDGET BALANCES

BOTH UNPAID CLAIMS & DEMANDS GENERAL GOVERNMENT FUNDS **11% 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)	5,127,187.00	698,171.27	26,724.95	4,429,015.73	86%
0002 ROAD & BRIDGE	918,275.00	65,728.42	4,423.11	852,546.58	93%
0004 AMBULANCE SERVICES	294,800.00	2,488.00	22,979.25	292,312.00	99%
0006 DISTRICT COURT	429,716.00	34,680.17	1,620.85	395,035.83	92%
0008 JUSTICE FUND	15,976,302.00	1,406,688.05	105,228.91	14,569,613.95	91%
0012 MISDEMEANOR PROBATION	1,057,670.00	97,328.46	15,579.48	960,341.54	91%
0013 911 COMMUNICATIONS	798,550.00	2,400.77	10,932.35	796,149.23	100%
0020 REVALUATION	475,300.00	45,620.23	155.13	429,679.77	90%
0027 NOXIOUS WEED & PEST	532,100.00	44,013.39	1,870.09	488,086.61	92%
0028 SNOWMOBILE	42,150.00	0.00	427.31	42,150.00	100%
0029 PHYSICAL FACILITIES	11,043,350.00	994,392.27	43.03	10,048,957.73	91%
0048 EMPLOYEE BENEFITS FUND	4,300,305.00	749,166.16	56,484.97	3,551,138.84	83%
		Total Amount Paid	**246,469.43**		

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 11-9-2026

COMMISSIONER COMMISSIONER COMMISSIONER

Attest:

Signature

Sharese Ahlin

Name

11-9-2026

Date

☒ Deputy Clerk ☐ Clerk of the Board

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

Cassia County Commissioner Meeting

Attendance Log

Date: 11/9/2026

NAME (Please Print)	TOWN	REPRESENTING
1. Dave Lambert	Burley	VETS
2. Chuck Driscoll	Burley	VSO
3. Mike Ricks	Burley	Anthem Broadband
4. Trevor Reno	Burley	Self
5. Kelsey Jones	Burley	clerk
6. Pete Horrand	Burley Bonel	Building and grounds
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