

Tuesday, June 21, 2022

MEETING ITEMS:

Meeting Call to Order, Agenda Changes & Agenda Approval (action item)

Commissioners Ernie Moser and Terrel N. Tovey met for a scheduled business meeting. Among those present were Kristi Klauser, Nancy Allen, Jason Dixon, Braeden Clayson, Ryan Belnap and Brian Trammell.

9:00 AM Moser called the meeting to order. Tovey moved to approve the agenda as presented. The motion passed.

Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)

Indigent Services Director Shantal Laulu presented cases as follows:

9:00 AM Tovey moved to approve case number 20220065. The motion passed. Tovey moved to deny case numbers 20160111, 0147, 0185, 0272, 0273, 0279, 0314, 0321, and 20170056. The motion passed. Also signed were seven releases of lien.

Katie Avichouser, Sixth District Treatment Court Coordinator, seeking signature on Fiscal Year 2023 Sixth Judicial District Wood Court Project Award from The Idaho Department of Correction (action item)

Judge Javier Gabiola also appeared. Avichouser reviewed continued program and that funding will go through the County. Tovey moved to approve the award. The motion passed.

Matt Olsen, Juvenile Probation Director, requesting signature on Memorandum of Agreement with The Community Based Alternative Services Program (action item)

9:09 AM Olsen reviewed the agreement for funding for treatment programs for youth. Tovey moved to approve the agreement as presented. The motion passed.

Todd Mauger, Chief Juvenile Probation Officer/Diversion Unit Supervisor, request to discuss an update on the Safe Teen Assessment Building Grant (action item)

9:11 AM Dan Kendall and Matt Olsen were also present. Mauger reviewed the grant was awarded. The location was questioned at the last meeting. Kendall explained that four locations were looked at with the Annex parking lot looking to be the best option. The State was contacted and we can request a grant change to use a new location. The amount awarded for demolition can be redirected in order to use the full amount of the grant. Tovey shared concerns of concrete rationing that may hinder having the building done by the grant deadline. The project can move forward at that location.

Keri Povey, Chief Deputy Clerk, requesting to dispose of a Canon Microfilm Scanner (action item)

9:22 AM Jason Dixon reviewed the old scanner that was kept as a backup and has not been used for quite some time. Tovey moved that the scanner can be disposed of by charitable donation or recycled. The motion passed.

Kristi Klauser, Comptroller, seeking signature on a Fiscal Year 2020 Bureau of Justice Assistance for State Criminal Alien Assistance Program (action item)

9:24 AM Klauser reviewed the SCAAP is an annual renewal. Tovey moved to approve signature for the grant. The motion passed.

Kiel Burmester, Public Works Director, requesting signature on (1) Contract Amendment No. 3 to Contract HC177100 with the State of Idaho; (2) Inter-agency Request Work Order Form, and; (3) Electricity Production Data and Rec Purchase and Sale Agreement (action item)

9:31 AM Burmester reviewed the state contract is for mosquito testing. Tovey moved to approve the contract with the State of Idaho. The motion passed.

9:33 AM Burmester reviewed the interagency agreement with the City of Arimo to help repair a small section of road. They will pay the asphalt company for material and Bannock County for equipment and labor. Tovey moved to approve the interagency agreement. The motion passed.

9:36 AM Burmester reviewed the gas system agreement to sell renewable energy certificates. Revenue projections are being worked on. Tovey moved to approve the contract for electrical production data and REC sales. The motion passed.

Hal Jensen, Planning and Development Director, requesting approval to place a culvert and driveway within pond easement and signature on Memo (action item)

9:42 AM Tristan Bourquin also appeared and reviewed the request made last week for an easement. Tovey moved to approve the memo. The motion passed. Planning will record the document.

Resolutions and Ordinances (action items)

Resolution No. 2022-5 The Denial of The City of Lava Hots Springs' Appeal of Kyle and Kim Jessee's Conditional Use Permit

Resolution No. 2022-14 Approving January 2022 Salaries

Resolution No. 2022-24 Approving March 2022 Alcohol Licenses

Resolution No. 2022-30 Approving March 2022 Salaries *Amended*****

Resolution No. 2022-32 Approving Tax Cancellation Requests

Resolution No. 2022-45 Authorizing the Destruction of Financial Documents for University of Idaho Extension

Resolution No. 2022-46 Increasing Petty Cash Funds for Bonds and Fines/Court Records

Resolution No. 2022- 47 Adopting Bannock County Grant Management Manual

9:02 AM Moser reviewed the resolutions. Tovey moved to approve the resolutions as presented. The motion passed.

Signature Only (action items)

Service Agreement for Aramark

Grant Agreement with Idaho Office of Drug Policy

Tax Cancellation Request

Independence Day Celebration Vendor Agreements

May 2022 Commissioners Proceedings

9:05 AM Tovey moved to approve the Aramark agreement. The motion passed. Tovey moved to approve the agreement with Idaho Office of Drug Policy. The motion passed. Tovey moved to approve the tax cancellations as presented. The motion passed. Tovey moved to approve the vendor contracts. The motion passed. Tovey moved to approve the Commissioner Proceedings for publication. The motion passed.

Consent Agenda (action items)

- **Manual Checks**
- **Alcohol Licenses and Permits**
- **Certificate of Residency Approval**
- **Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session**
- **Technology Forms**
- **Minutes: Approval of Meeting Minutes for June 10, 13, 14, 15 and 16, and Certification of Said Minutes**

9:26 AM Questions arose on salary forms. Tovey moved to approve the salary forms. The motion passed. Tovey moved to approve the minutes as presented. The motion passed.

Bid Opening for Landfill Cell 4 Phase 2 expansion liner (action item)

10:59 AM Moser reviewed the bid documents. The only bid was from Gale Lim Construction with a base quote of \$4,896,358.90, and an option of \$5,181,246.40. A bid bond was included. Tovey moved to accept the bid as received and refer to the procurement office for review. The motion passed.

<https://www.youtube.com/watch?v=71gaKQqX9VU>

<https://www.youtube.com/watch?v=jhMKsZqZGUc>

In the Matter of THE DENIAL OF)
THE CITY OF LAVA HOT SPRINGS' APPEAL)
OF KYLE AND KIM JESSEE'S)
CONDITIONAL USE PERMIT)

R.S. No. 2022-5
June 21, 2022

RESOLUTION

WHEREAS, the Bannock County Planning and Development Council, hereinafter referred to as "Council," approved a Conditional Use Permit to develop a 22 unit RV park, to Kyle and Kim Jesse, hereinafter referred to as "Applicants,"; and

WHEREAS, on November 17, 2021 a public hearing was held wherein testimony was given; the application submitted by Kyle and Kim Jessee was discussed; and a Written Decision approving the Conditional Use Permit by the Council Chairperson was issued; and

WHEREAS, on November 26, 2021, the City of Lava Hot Springs filed an appeal of the Council's decision to approve the application for Conditional Use Permit of Kyle and Kim Jessee; and

WHEREAS, the Board of Bannock County Commissioners, pursuant to Zoning Ordinance 1998-1, Section 550.C, reviewed the appeal and the record on December 21, 2021; and

WHEREAS, on December 21, 2021, after reviewing the appeal and the record, a motion was made to deny the appeal and uphold the Council's decision to approve the Conditional Use Permit and the motion passed;

NOW THEREFORE, BE IT RESOLVED, that the Appeal of the Conditional Use Permit application is hereby denied. The City of Lava Hot Springs shall have 14 days from the date of this Resolution to request a re-consideration of the Board's decision.

BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chair


Terrel N. Tovey, Member

Jeff Hough, Member

ATTEST: 
Jason Dixon, Clerk

In the Matter of APPROVING)
JANUARY 2022 SALARIES)

R.S. No. 2022-14
June 21, 2022

RESOLUTION

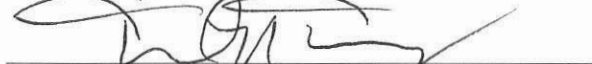
WHEREAS, salary approval forms, for the month of January 2022, have been submitted for approval by the Board of County Commissioners;

NOW, THEREFORE, BE IT RESOLVED that the following salaries are approved by the Board:

Date Approved	Name - Reason for Change Department – Position	Salary & Effective date
01/04/2022	Michael Helm – Replacement for Shawn Colvin Appraisal – Property Appraiser Trainee	\$17.68/hr. 01/03/2022
01/04/2022	Gayla Syphus – Replacement for Deanna Chambers District Court – Judicial Assistant	\$18.93/hr. 01/18/2022
01/04/2022	Kaytlyn Alvord – New Position Accountant – Clerk/Recorder/Auditor	\$24.80/hr. 01/10/2022
01/13/2022	Lora German Ponce – Replacement for Craig Lloyd Jail – Deputy Detention Division	\$18.93/hr. 01/24/2022
01/20/2022	Robert Keller – Salary adjustment Snowmobile - PT Snowmobile Groomer	\$20.00/hr. 10/01/2021
01/20/2022	Alisha Mackrill – New Hire Jail – Classification Booking Deputy	\$15.45/hr. 01/31/2022
01/20/2022	Billy Rhoades – Replaced Richard McElvean Solid Waste – Sr. Equipment Operator	\$18.93/hr. 01/24/2022
1/25/2022	Heather Studley – Promotion from GIS Director to GIS Manager GIS – GIS Manager	\$24.80/hr.

BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chairman


Terrel N. Tovey, Member

Jeff Hough, Member

ATTEST:


Jason C. Dixon, Clerk

In the Matter of APPROVING)
MARCH 2022 ALCOHOL LICENSES)

R.S. No. 2022-24
June 21, 2022

RESOLUTION

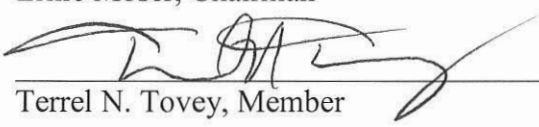
WHEREAS, in the month of March 2022, the following have applied for the following licenses and have been issued permits by the District Health Department and do not have any disqualifications;

NOW, THEREFORE, BE IT RESOLVED that the following applications for 2022 licenses/permits be approved.

DATE APPROVED	LIC #	TOTAL AMOUNT	OWNER	DBA/Event
03/01/2022	ABL2022-007	\$125.00	Our Place Quick Stop	Our Place Benton St.
03/01/2022	ABL-2022-006	\$125.00	Our Place Quick Stop	Our Place Pit Stop
03/03/2022	ABL-2022-008	\$25.00	Braney Holdings LLC	Eagle Point Fuel
03/31/2022	ABT2022-001	\$20.00	Food OClock LLC	Food OClock

BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chairman


Terrel N. Tovey, Member

Jeff Hough, Member

ATTEST:


Jason C. Dixon, Clerk

In the Matter of APPROVING)
MARCH 2022 SALARIES)

R.S. No. 2022-30
June 21, 2022
AMENDED

RESOLUTION

WHEREAS, salary approval forms for the month of March 2022 have been submitted for approval by the Board of County Commissioners;


NOW, THEREFORE, BE IT RESOLVED that the following salaries are approved by the Board:

Date Approved	Name – Reason for Change Department – Position	Salary & Effective Date
03/08/2022	Elizama Laris – Replacement for Kimberly Bertasso Jail – Classification Booking Deputy	\$15.45/Hr. 03/14/2022
03/08/2022	Austin Ferguson – Completed Introductory Period (POST) Jail – Deputy Detention Division	\$19.19/Hr. 03/15/2022
03/08/2022	Brandon Phillips – Completed Introductory Period (POST) Jail – Deputy Detention Division	\$19.19/Hr. 03/29/2022
03/08/2022	Hilaron Gomez – Replacement for Brandon Geyer Solid Waste – Equipment Operator	\$17.68/Hr. 03/21/2022
03/08/2022	Elizama Laris – Retention Stipend Jail – Detention Division	\$129.78/Biweekly 03/14/2022
03/10/2022	Breyvon Johnson – Retention Stipend Jail – Detention Division	\$161.20/Biweekly 04/09/2022
03/10/2022	Mallori Renee Montross – Retention Stipend Jail – Detention Division	\$159.01/Biweekly 03/21/2022
03/10/2022	Kiara Grover – Retention Stipend Jail – Detention Division	\$161.20/Biweekly 04/23/2022
03/10/2022	Mallori Renee Montross – Replacement for Jesse Stringham Jail – Deputy Detention Division	\$18.93/Hr. 03/21/2022
03/10/2022	Kiara Grover – Completed Introductory Period (POST) Jail – Deputy Detention Division	\$19.19/Hr. 04/26/2022
03/10/2022	Breyvon Johnson – Completed Introductory Period (POST) Jail – Deputy Detention Division	\$19.19/Hr. 04/12/2022
03/17/2022	Andrew Iverson – Replacement for Alex Hamilton Sheriff – Captain Criminal Division	\$3,037.60/Biweekly 03/26/2022
03/17/2022	Louis Alex Hamilton – Replacement for Mike Dahlquist Sheriff – Undersheriff	\$3,510.89/Biweekly 03/26/2022
03/22/2022	Brianna Higley – Replacement for Jessica Morgan GIS – GIS Analyst I	\$20.24/Hr. 03/28/2022
03/22/2022	Jeremy Taysom – Replacement for Doug Armstrong Sheriff – Lieutenant Criminal Division	\$34.77/Hr. 04/09/2022

03/22/2022	Jeff Fullmer – Promotion to Lieutenant Sheriff Lieutenant Criminal Division	\$34.77/Hr. 04/09/2022
03/22/2022	Nicholas Zweigart – Promotion to Sergeant Sheriff – Sergeant Criminal Division	\$28.92/Hr. 04/23/2022
03/22/2022	Justin Cannon – Promotion to Sergeant Sheriff – Sergeant Criminal Division	\$28.92/Hr. 04/23/2022
03/22/2022	Bailey Sensenbach – Replacement for Brianna Phillips Juvenile Detention – On-Call Juvenile Attendant	\$17.68/Hr. 03/28/2022
03/29/2022	Mikayla Jones – Replacement for Tyler Crowther Juvenile Detention – SS/F-T Juvenile Attendant	\$18.93/Hr. 04/02/2022
03/29/2022	Daryl Monson – Replacement for Mikayla Parkinson Juvenile Detention – F-T Juvenile Attendant	\$17.68/Hr. 04/05/2022
03/29/2022	Tami Kelly – Replacement for Christy Sant Juvenile Detention – F-T Juvenile Attendant	\$17.68/Hr. 04/02/2022
03/29/2022	Ella M. Andersen – Replacement for Kim Felde Clerk of the Court – Sr. Admin Assistant Deputy Court Clerks	\$15.45/Hr. 04/11/2022
03/29/2022	Todd S. Ramirez – Replacement for Arianne Despain District Court – PT Sr. Admin Assistant Deputy Clerk/Family Court Svs.	\$15.45/Hr. 04/13/2022
03/31/2022	Tad Green – Replacement for Nick Zweigart Sheriff – Corporal Criminal Division	\$24.80/Hr. 05/07/2022
03/31/2022	Gabriel P. Rollene – New Position FY2022 Sheriff – Deputy Criminal Division	\$23.49/Hr. 04/09/2022
03/31/2022	Richard Jenkins – Replacement for Justin Cannon Sheriff – Corporal Criminal Division	\$24.80/Hr. 05/07/2022
03/31/2022	Preston James Harris – Replacement for David Romriell Jail – Deputy Detention Division	\$18.93/Hr. 04/11/2022
03/31/2022	Preston James Harris – Retention Stipend Jail – Detention Division	\$159.01/Biweekly 04/11/2022
03/31/2022	Samuel James Anderson – Replacement for Jose Frias Jail – Deputy Detention Division	\$18.93/Hr. 04/11/2022
03/31/2022	Samuel James Anderson – Retention Stipend Jail – Detention Division	\$159.01/Biweekly 04/11/2022
03/31/2022	Sage Rice – Mosquito Abatement – Mosquito Control Operator (Temp)	\$14.44/Hr. 05/02/2022
03/31/2022	Don J. Babcock – Mosquito Abatement – Mosquito Control Operator (Temp)	\$14.44/Hr. 04/11/2022
03/31/2022	Monte Steele – Noxious Weed Dept. – Noxious Weed Control Operator (Temp)	\$14.44/Hr. 04/11/2022

03/31/2022	Larry Ranstrom – Noxious Weed Dept. – Noxious Weed Control Operator (Temp)	\$14.44/Hr. 04/11/2022
03/31/2022	Jamie Pehrson – Rehire Downey Fairgrounds – Fair Board Coordinator	\$19.25/Hr. 04/01/2022
03/31/2022	Lyle Thurgood – Promotion to Captain Sheriff – Criminal Division	\$3,037.60/Bi- weekly 04/23/2022

BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chairman


Terrel N. Tovey, Member

Jeff Hough, Member

ATTEST: 

Jason C. Dixon, Clerk

RESOLUTION

WHEREAS, requests for cancellation of taxes were considered on March 15, 2022; and

WHEREAS, these cancellation requests have been reviewed pursuant to Idaho Code §§63-711, 63-1302, 63-1303 and 63-1304;

NOW, THEREFORE, BE IT RESOLVED that the County Tax Collector, Jennifer Clark, is hereby authorized and directed to cancel the following on the tax rolls as listed:

- (1) At the request of the County Assessor, Sheri Davies, in a letter dated March 3, 2022, for cancellation of market value for the 2020 property tax roll.


RPRPBWA000100	Joshua J. Lowe – Homeowner’s left off in error.	\$82,292.00 market value
---------------	---	--------------------------------

- (2) At the request of the County Assessor, Sheri Davies, in a letter dated March 3, 2022, for cancellation of market value for the 2021 property tax roll.

RPRPCPP138605	BBMADLLC – Site improvement exemption left off in error when split was made.	\$41,440.00 market value
---------------	--	--------------------------------

RPRPBWA000100	Joshua J. Lowe – Homeowner’s left off in error.	\$95,203.00
---------------	---	-------------

BOARD OF BANNOCK COUNTY COMMISSIONERS



Ernie Moser, Chairman



Terrel N. Tovey, Member

Jeff Hough, Member

ATTEST:



Jason C. Dixon, Clerk

In the Matter of AUTHORIZING THE)
DESTRUCTION OF FINANCIAL DOCUMENTS)
FOR UNIVERSITY OF IDAHO EXTENSION)

R.S. No. 2022-45
June 21, 2022

RESOLUTION

WHEREAS, Idaho Code §31-871 requires the Board of County Commissioners to authorize destruction of records that are not required as permanent records and that have met the minimum retention period provided by the retention schedules and are no longer required by law or for county business or those records that have been saved into digital format; and

WHEREAS, Idaho Code §31-871A provides that a scanned or digital copy is considered the same as the original paper copy; and

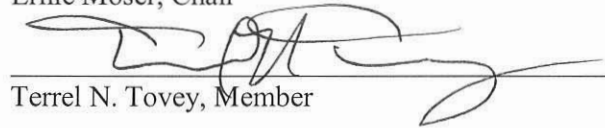
WHEREAS, Idaho Code §31-871 governs the destruction of county records and classifies records as permanent, semi-permanent, and temporary; and

WHEREAS, Idaho Code §31-871(2) states records may only be destroyed by resolution of the Board of County Commissioners after regular audit and upon the advice of the prosecuting attorney;

NOW, THEREFORE, BE IT RESOLVED that the University of Idaho Extension shall destroy financial budget records for the years 2011, 2012, 2013, and 2014 in accordance with the Bannock County Auditor's Records Retention Policy.

BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chair


Terrel N. Tovey, Member

Jeff Hough, Member

ATTEST:


Jason C. Dixon, Clerk

In the Matter of INCREASING PETTY CASH)
FUNDS FOR BONDS AND FINES/)
COURT RECORDS)

R.S. No. 2022-46
June 21, 2022

RESOLUTION


WHEREAS, Keri Povey, Bannock County Chief Deputy Clerk has requested to increase the petty cash fund for the Bonds and Fines/Court Records Office; and;

WHEREAS, the request is that the petty cash funds be increased from \$100 to \$200 for the Bannock County Bonds and Fines/Court Records Office;

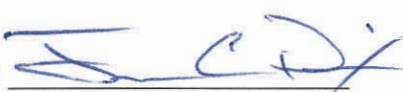
NOW, THEREFORE, BE IT RESOLVED that the petty cash fund for the Bannock County Bonds and Fines/Court Records Office be increased to \$200.

BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chairman


Terrel N. Tovey, Member

Jeff Hough, Member

ATTEST: 
Jason C. Dixon, Clerk

In the Matter of ADOPTING BANNOCK)
COUNTY GRANT MANAGEMENT)
MANUAL)

R.S. No. 2022-47
June 21, 2022

RESOLUTION

WHEREAS, pursuant to Idaho Code §§31-801 and 31-802, the Board of Bannock County Commissioners has the authority to enact certain policies; and


WHEREAS, the Bannock County Auditing department recommends the implementation of a Grant Management Manual; and

WHEREAS, the Board feels that a Grant Management Manual would be beneficial to the County;

NOW THEREFORE, BE IT RESOLVED, that the attached Bannock County Grant Management Manual is hereby adopted.

BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chairman


Terrel N. Tovey, Member

Jeff Hough, Member

ATTEST: 
Jason C. Dixon, Clerk

**BOARD OF BANNOCK COUNTY COMMISSIONERS
MINUTE CERTIFICATION**

We, the Board of Bannock County Commissioners, hereby certify approval of the minutes of the Bannock County Commissioners' meetings inclusive of the dates of June 10, 13, 14, 15 and 16, 2022, as approved during the meeting of June 21, 2022.

BOARD OF BANNOCK COUNTY COMMISSIONERS



Ernie Moser, Chair



Terrel N. Tovey, Member

Jeff Hough, Member

ATTEST:



Jason C. Dixon, Clerk