



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Friday, February 2, 2024
Commissioners present:	Ernie Moser, Jeff Hough, and John Crowder
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Nancy Allen, Chief of Staff Braeden Clayson, and Comptroller Kristi Klauser

Agenda Details

AGENDA	
1	<p>Claims Meeting (action item)</p> <p>Agenda:</p> <ul style="list-style-type: none"> • Board of Ambulance District: Invoices and Commissioner Report • Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications • 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 • Payroll Report • Alcohol Licenses and Permits • Certificate of Residency Approval • Mileage Reimbursement Requests • Technology Request Form • Memorandum Authorization for Accounts Payable • Cardholder User Agreement and Authorization
	<p>Work Session (potential action items)</p> <p>Agenda:</p>
2	<ul style="list-style-type: none"> • Shanda Crystal, Chief Procurement Officer, requesting to review and potentially sign an application allowing Bannock County to purchase Federal Surplus Property (requested 5 minutes) (action item)
3	<ul style="list-style-type: none"> • Braeden Clayson, Chief of Staff, seeking signature on Memorandum of Understanding for Motorola Flex (Spillman) Public Safety Software System (action item)
4	<ul style="list-style-type: none"> • Ratify Facilities Use Form (action item)
5	<ul style="list-style-type: none"> • Signature on Tax Cancellation Request (action item)

Meeting Notes

- 9:57 AM Moser called the meeting to order. Hough moved to enter into the Board of Ambulance. The motion passed. Hough moved to approve the invoices and exit the Board of Ambulance. The motion passed. Hough moved to approve the invoices, Commission Report and credit applications. The motion passed. Hough moved to approve the salary forms. The motion passed. Hough moved to approve the certificate of residency. The motion passed.

- 2 10:00 AM Crystal reviewed the eligibility application to access the federal surplus property. Authorized departments will be sent a link. Hough moved to sign the authorization request to be eligible. The motion passed.
- 3 10:05 AM Clayson reviewed MOU with Power County for the Spillman system which has been reviewed by legal and IT. Hough moved to approve the contract with Power County for Spillman access. The motion passed.
- 4 10:06 AM Moser explained the ratification of the form to use the auditorium at Marsh Valley High School that Crowder already signed. Hough moved to ratify the facilities use form. The motion passed.
- 5 10:06 AM Assessor Anita Hymas was present. Hough moved to approve the tax cancellation requests. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved entry/exit and claims for Board of Ambulance; invoices, Commission report, salary forms, and certificate of residency.	Clerk/Auditing
Approved eligibility application to purchase federal surplus property.	Procurement
Approved MOU with Power County for Spillman access.	IT/Sheriff
Approved facility use form for Marsh Valley High School Auditorium.	Staff
Approved tax cancellation requests.	Resolution