



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Thursday, March 7, 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, Comptroller Kristi Klauser, Attorney Brian Trammell, and Chief of Staff Braeden Clayson

Agenda Details

AGENDA	
1	<p>Claims Meeting and Work Session (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 Agenda:</p> <p>Agenda:</p>
2	<ul style="list-style-type: none"> • Stace Gearhart, Idaho Department of Juvenile Correction, seeking to present the IDJC Annual Report for Bannock County Juvenile Justice (requested 15 minutes)
3	<ul style="list-style-type: none"> • Scott Crowther, Business Manager and Event Director, regarding signatures on (1) Rental Agreement for HPC District 4 Rodeo, and; (2) Government Equipment Rental Agreement with Buttars Tractor (requested 10 minutes) (action items)
4	<ul style="list-style-type: none"> • Jared Marchand, Treatment Courts, requesting use of opioid funds to send Bannock County team members to the RISE24 National Drug Court Training (requested 10 minutes) (action item)
5	<ul style="list-style-type: none"> • Charity Staggs, SICOG, requesting approval to submit an application for the 2024 WSFM Cotton Valley Fuels Reduction grant (requested 5 minutes) (action item)
6	<ul style="list-style-type: none"> • Emma Iannacone, Public Information Officer, seeking reading of and signature on the proclamation declaring April as “Child Abuse Prevention Month” (action item)
7	<ul style="list-style-type: none"> • Shanda Crystal, Chief Procurement Officer, seeking (1) to discuss a potential signature on a contract with Idaho Asphalt Supply, Inc., and; (2) to provide a procurement update (requested 10 minutes) (action item)
8	<ul style="list-style-type: none"> • Jamie Pehrson and Alex Hauser, Bannock County Fair board, discussion regarding two new barns and future look of fairgrounds (requesting 15 minutes) (action item)
9	<ul style="list-style-type: none"> • Daniel Kendall, Facilities, presenting three projects for approval by the Commission (requested 10 minutes) (action item)

- | | |
|----|---|
| 10 | <ul style="list-style-type: none"> • (AMENDED) Tristan Bourquin and Hal Jensen, Planning and Development, pertaining to discussion on Council’s decision for Ordinance Amendment and process moving forward (potential action item) |
| 11 | <ul style="list-style-type: none"> • Signature on Public Hearing Notice (action item) |

Meeting Notes

- 1 8:59 AM Moser called the meeting to order and shared the agenda was amended to include Planning. Hough moved to accept the amended agenda. The motion passed. Hough moved to approve the invoices. The motion passed.
- 2 9:02 AM Juvenile Probation Director Matt Olsen also appeared. Gearhart reviewed data compilation sources and the yearly report. Questions were addressed on status offenses, restitution, The Village impacts, and referrals.
- 3 9:18 AM Tiffini Crockett with District 4 Rodeo appeared. Crowther reviewed the district rodeos, and the request of fees at 50% at \$1,400. Hough moved to approve the 4th District Rodeo contract. The motion passed.
9:21 AM Crowther reviewed the rental agreement for a tractor. The indemnification clause can be stricken. Hough moved to approve the contract with Buttars Tractor. The motion passed.
- 4 9:24 AM Marchand requested to use opioid settlement funds to send three personnel to a drug conference. Hough moved to approve the request and use of opioid settlement funds. The motion passed.
- 5 9:27 AM Emergency Services Director Wes Jones and SICO Grant Writer Kate Selvage appeared. Jones requested approval to submit the grant to Idaho Department of Lands which is due March 15 with work to be started in 2026. Hough moved to approve grant submission. The motion passed.
- 6 9:29 AM Iannacone read the proclamation. Hough moved to adopt the proclamation. The motion passed.
- 7 9:32 AM Assistant Public Works Director Buddy Romriell also appeared. Crystal reviewed the contract with Idaho Asphalt Supply for road oils. Legal had concerns for the price terms, time of ownership, indemnification, venue for litigation, enforceability, and non-appropriations. Hough moved to approve the contract with the changes. The motion passed.
9:39 AM Crystal gave procurement project updates.
- 8 9:42 AM Fair Board members D’Lyn Moser, Cody Miller, and Zachary Dame also appeared. D’Lyn Moser reviewed they are requesting an increase in funds for one large barn rather than two small ones. Discussion ensued on the condition of the exhibit buildings and contracting out work. 9:51 AM Maintenance Director Dan Kendall appeared and urged the display buildings need worked on first. The Fair Board will discuss the options next week.
- 9 9:53 AM Corporal Jen Warner, Corporal Mark Suechting, and Chief Deputy Clerk Keri Povey appeared. Kendall explained some recommended projects as the juvenile office, room 108, and the first floor vault door. Funding will come from the capital acquisitions trust. Moser explained the security radios are not encrypted and should be discussed with ARPA. Hough moved to approve the projects with funding from capital acquisitions. The motion passed.
- 10 Assistant Planning Director Bourquin and Subdivision Planner Alisse Foster appeared. Bourquin reported on the Planning Council’s recommendation after a public hearing on March 5. To accept the zoning amendments, excluding sections 395 and 451. Bourquin explained the Council felt the change was too much, should be more flexible, and they were concerned for private property rights. Moser explained the proposal was sent to Planning Council and they recommended changes. Discussion ensued on “material change” and if another public hearing would need conducted. The Board felt the ordinance was presented two days ago as directed by the BOCC, and the Council did not recommend adopting the ordinance fully.

The BOCC does not have to accept the Council’s recommendations. A public hearing is set for later this month.

- 11 10:09 AM Hough moved to approve the March 26 public hearing notice for publication for the proposed zoning ordinance amendments. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved amended agenda and invoices.	Clerk/Auditing
Approved contract with District 4 Rodeo at \$1,400.	Parks and Rec
Approved rental agreement with Buttars Tractor.	Parks and Rec
Approved use of opioid settlement funds for personnel training.	Courts
Approved submitting 2024 WSFM Cottonwood Valley Fuels Reduction grant.	OEM/Grant Team
Approved proclamation declaring April as “Child Abuse Prevention Month.”	PIO
Approved contract with stated changes for road oil from Idaho Asphalt Supply.	Procurement/Public Works
Approved projects for the juvenile office, room 108, and the vault door from capital acquisitions.	Maintenance/Auditing
Approved publication of March 26 public hearing notice for zoning ordinance amendments.	Clerk/Planning