



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Thursday, April 4, 2024
Commissioners present:	Ernie Moser, Jeff Hough, and John Crowder
Clerk of the Board:	Shantal Lauu for Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Shantal Lauu, Comptroller Kristi Klauser, Chief of Staff Braeden Clayson, and (9:47 am) Attorney Brian Trammell (minutes completed by Deputy Clerk Nancy Allen)

Agenda Details

AGENDA	
1	<p>Claims Meeting and Work Session (action item)</p> <p>Claims 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>
2	<ul style="list-style-type: none"> • Hannah Sanger, City of Pocatello- Science and Environment Administrator, seeking signature on a letter of support for the City of Pocatello to apply for a grant for sidewalks and a bike path (action item)
3	<ul style="list-style-type: none"> • Melissa Hartman, Veterans Services Coordinator, regarding (1) signature on License Application with Pocatello/Chubbuck School District 25 for the Field of Heroes; (2) discussion about a storage shed or semi-trailer for storage for Field of Heroes and where to have said storage container; (3) signature on Veterans Support Fund Criteria and Application; (4) discuss education series, and; (5) discuss use of United Way Trust Fund money for education series supplies (requested 10 minutes) (action item)
4	<ul style="list-style-type: none"> • Emma Iannacone, Public Information Officer, seeking signature on advertising contracts for the 2024 Household Hazardous Waste Days (requested 5 minutes) (action item)
5	<ul style="list-style-type: none"> • Shanda Crystal, Chief Procurement Officer, seeking to provide a procurement update (requested 5 minutes) (action item)
6	<ul style="list-style-type: none"> • Kristi Klauser, Comptroller, requesting (1) to provide an ARPA update, and; (2) discuss the Fiscal Year 2025 budget (requested 10 minutes) (action item)
7	<ul style="list-style-type: none"> • Signature on Mountain Shadow Landscaping Lawn Care Service Contract (action item)
8	<ul style="list-style-type: none"> • Discussion about forensic pathology (action item)
9	<ul style="list-style-type: none"> • Signature on Public Hearing notice (action item)

Meeting Notes

- 1 9:00 AM Moser called the meeting to order. Hough moved to enter into the Board of Ambulance. The motion passed. Hough moved to approve the bills and exit the Board of Ambulance. The motion passed. Hough moved to approve invoices. The motion passed. Hough moved to approve salary rate approval forms and the payroll report. The motion passed. Hough moved to approve the alcohol licenses and the memorandum for accounts payable. The motion passed.
- 2 9:03 AM Christine Howe also appeared. Sanger requested a letter of support for a grant the city is pursuing from the EPA for \$16.5 million dollars with no match. The projects include sewer lines and greenway trails down South Fifth, and drinking fountains and park improvements. Discussion ensued on the content of the letter, climate change goals of the grant, and verbiage included to increase the probability of receiving the grant. Crowder expressed concerns with the content and declared he would not sign the letter. Hough moved to sign the letter of support for the infrastructure projects. Hough and Moser voted in the affirmative. Crowder opposed. The motion passed.
- 3 Hartman requested signature on a lease to use Century High School for the Field of Heroes and will need a certificate of insurance. Discussion ensued on legal review, striking the indemnification clause, and approval pending legal review. Crowder moved to approve the contract pending legal review and crossing out the indemnification clause. The motion passed.
9:13 AM Hartman discussed storage for the Field of Heroes supplies. A reefer truck has been donated and she requested to locate a place to park it, such as Road and Bridge. Moser suggested speaking with Road and Bridge and Parks and Rec for possible storage locations. Hartman is looking into mural painting on the truck. Question arose on the truck being movable, licensed, and insured. Drivers with a CDL were reviewed. The reefer would need to be donated to the County and Hartman will look the cost of licensing and discuss possible locations with departments.
9:21 AM Hartman reviewed the education series that includes estate planning; financial fitness and homeownership; entrepreneurship, education and employment; and presumptive conditions. The estimated costs will exceed her budget. The State has funds available for Veteran support programs she can request. Additionally, she would like to divert funds from the United Way trust to begin purchasing supplies. Hough moved to approve the grant request and usage of the United Way funds as presented. The motion passed.
9:26 AM Hartman requested a proclamation for the Field of Heroes and reported that James E. Johnson's medal of honor has arrived and is located at the Veterans Memorial.
- 4 9:27 AM Iannacone presented contracts for advertising disposal of hazardous waste properly. Affinity includes the televisions in restaurants and radio ads are through KZBQ and KORR. Discussion ensued regarding the effectiveness of radio and TV ads. Participant surveys from last year show it did not appear these methods were overly effective, but she would like to try one more year for data collection. It does appear that social media ads seem to be more effective. Discussion ensued on using social media only, text message alerts, trial of two months, and public outreach and ads that have already started. The companies can invoice for April. The Board directed to increase social media ads for two months.
- 5 9:35 AM Crystal gave an update on procurement projects.
- 6 9:43 AM Klauser reported notification was received that the April 30 obligation reporting deadline has been moved to July 31. With three more months, the projects can be fine-tuned and go through procurement for better reporting capability on estimates. Changes to the ARPA list were discussed. Issues with the fairgrounds will be discussed Wednesday with the Fair Board. Funds that need allocated and categorized were reviewed. The backup list will be reviewed next week.
9:51 AM Klauser reported that the public hearing for the FY25 budget is tentatively set for August 27.

- 7 9:38 AM Question arose on redoing the landscape. The Mountain Shadow Landscaping contract will be tabled.
- 8 9:40 AM Moser has received a lot of comments and has had conversations with other elected officials who like the idea, but there are a lot of questions. There are other more pressing projects to spend the \$3.5 million of ARPA funds on. Crowder indicated he had no comments.
9:41 AM Hough expressed this is a divisive topic and has fractured the County. Crowder’s campaign of fear and misinformation has worked. Hough moved, in the interest to heal County fractures, to kill the project. The motion passed. Moser pointed out this should be a state function and the services are needed in the area.
- 9 9:39 AM Hough moved to approve the public hearing notice. The motion passed.
- 10 10:30AM Hough moved to enter into executive session under Idaho Code §74-206(1)(a)&(b) regarding personnel. The motion passed by roll call vote. Lauu exited. 11:40 AM Hough moved to exit executive session. The motion passed. Hough moved to appoint Tejay Barnes to the Fair Board, and Tina Anderson and Janie Gebhardt to another term on the Board of Community Guardians. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved entry/exit Board of Ambulance and bills, invoices, salary forms, payroll report, alcohol licenses, and memo of accounts payable.	Clerk/Auditing
Approved letter of support for City of Pocatello EPA grant application.	Staff
Approved Century High School lease pending legal review.	Veterans/Legal
Locations for Field of Heroes storage to be looked at, and costs of licensing for donated reefer.	Veterans
Approved the funding request to Idaho Veterans and usage of the United Way funds for learning series.	Veterans
Advertising agencies to invoice for current month and social media ads to be increased for two months for hazardous waste disposal outreach/data.	PIO/Landfill
ARPA list to be updated for discussion next week.	Auditing/Staff
Tabled Mountain Shadow Landscaping for question on landscaping.	Sheriff/Staff
Approved ending forensic pathology project.	Staff
Approved public hearing notice for Bastian Transfer of Development Rights.	Clerk/Planning
Approved entry/exit executive session – personnel; and appointing Tejay Barnes to Fair Board, and renewing appointment of Tina Anderson and Janie Gebhardt to Board of Community Guardians.	Clerk/Staff/Oaths