



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, May 14, 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 and Comptroller Kristi Klauser

Agenda Details

AGENDA	
1	BOARD OF COMMISSIONERS MEETING CALL TO ORDER, AGENDA CHANGES & AGENDA APPROVAL (action item)
2	<ul style="list-style-type: none"> Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)
3	<ul style="list-style-type: none"> Scott Crowther, Business Manager and Event Director, regarding (1) approval of and signature on an Independent Contractor Agreement, and; (2) approval of Event Nonprofit Agreement (requesting 5 minutes) (action item)
4	<ul style="list-style-type: none"> Seth Scott, District 6 Juvenile Detention Center, seeking approval of and signature on Memorandum of Agreement to Support Clinical Services in Juvenile Detention Facilities (requested 5 minutes) (action item)
5	<ul style="list-style-type: none"> Nancy Allen, Administrative Manager, regarding an update on the fuels reduction internal processes (requested 10 minutes) (action item)
6	<ul style="list-style-type: none"> Jason Dixon, Clerk, signature on Agreement for Collection Services with CBP Affiliated (requested 5 minutes) (action item)
7	<ul style="list-style-type: none"> Buddy Romriell, Assistant Public Works Director, seeking signature on State of Idaho Contract Number HC5207 regarding mosquito abatement (requested 5 minutes) (action item)
8	<ul style="list-style-type: none"> Adam McKinney, Chief Technical Officer, requesting approval of and signature on a Quote and Purchase Addendum with Motorola Solutions (requested 10 minutes) (action item)
9	<ul style="list-style-type: none"> Signature on Notice of Funding Opportunity and Risk Assessment for Bullet Proof Vest Grant and seeking to utilize grant match funds, etc., (requested 10 minutes) (action item)
10	RESOLUTIONS AND ORDINANCES (action items): Resolution No. 2024-27 Approving Tax Cancellation Requests Resolution No. 2024-28 Approving April 2024 Salaries Resolution No. 2024-29 Approving April 2024 Alcohol Licenses Resolution No. 2024-30 Authorization and Order to Reallocate Funds
11	SIGNATURE ONLY (action items): April 2024 Commissioner Proceedings
12	CONSENT AGENDA (action items): <ul style="list-style-type: none"> Manual Checks Alcohol Licenses and Catering 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

	<ul style="list-style-type: none"> Minutes: Approval of meeting minutes for April 25 and 30, 2024, and certification of said minutes
13	Idaho Department of Environmental Quality Update
14	Tax Deed Hearing (action item)

Meeting Notes

- 1 9:00 AM Moser called the meeting to order.
- 2 9:00 AM Community Resources and Advocacy Director Shantal Lauulu presented applications for cremation assistance for case numbers 20240024 and 20240025. Hough moved to approve case number 20240024 and 20240025. The motion passed.
- 3 9:02 AM Crowther reviewed a general independent contractor agreement for groups that run concessions and requested permission to sign as needed. Hough moved to approve the IC agreement and authorize the Event Center Manager, Scott Crowther, to sign individual contracts. The motion passed.
9:10 AM Crowther reviewed a contract for a camp host, the responsibilities, and providing after hours support. Hough moved to approve the IC agreement for the campground host. The motion passed.
- 4 9:15 AM Scott reviewed contract for a clinician has been ongoing and is paid by the state. Hough moved to approve the agreement. The motion passed. Scott reported discussions from the state for contractors to become county employees with reimbursement from the state. The Board felt to keep it as is, or as a second option, continue with a contractor paid with state funds.
- 5 9:19 AM Allen reported that the BLM GNA grant will require signing up for and learning an additional government website, GrantSolutions.
9:20 AM Klauser reported the turnaround time for reimbursement has been very slow from the Department of Lands, and that auditing should be submitting reimbursements and will require logins. Klauser reported SICOG has been reaching out to the Sheriff which might require admin fees.
- 6 9:45 AM Klauser reviewed an amendment to the agreement for collections which hasn't been used leaving approximately \$23 million uncollected. Hough moved to sign the updated agreement with CBP. The motion passed.
- 7 9:43 AM Romriell reviewed the mosquito testing program with funds from Health and Welfare. Klauser explained this was treated as a grant in past, but it is a contract. Hough moved to approve the contract with the State of Idaho. The motion passed.
- 8 9:24 AM McKinney reviewed proposed changes to service rather than an immediate upgrade. Motorola offered a ten year flex contract and lock in with Spillman which has been used for 27 years. Upfront maintenance costs will remain the same for FY25. A server refresh with a 7-10 year lifespan will be purchased in FY26. A lock increase rate at 3.5% rather than 7% will be set. Funding was reviewed and funds would be banked back in reserves over the 10 years. Discussion ensued on sharing systems with other counties and discussions with Motorola. Hough moved to approve the Motorola contract. The motion passed.
- 9 9:49 AM Allen reviewed the bulletproof vest grant. Hough moved to approve applying for the grant. The motion passed. Klauser reviewed a request for grant match funds up to \$2,000 for one day of additional enforcement on the mini grants. Hough moved to approve the reallocation of funds. The motion passed. A check request for the actual dollar amount will be submitted once the final amount is determined.
- 10 9:53 AM Hough moved to approve Resolutions 2024-27, 28, 29 and 30. The motion passed.
- 11 9:54 AM Hough moved to approve April Commissioner proceedings. The motion passed.

- 12 9:54 AM Moser reviewed the consent agenda included a salary form and minutes. Hough moved to approve the consent agenda. The motion passed.
- 13 10:00 AM Katy Bergholm, Regional Administrator for DEQ, and Jen Cornell, Surface Water Manager, appeared. Bergholm provided copies of the Idaho Environmental Guide for local governments, which is also online.
 10:03 AM Cornell explained programs for Pollution Discharge Elimination Systems (IPDES), 401 Certifications, reconnaissance assessments on streams, daily load stream discharge, hydroelectric licensing, 319 program and agriculture BMP, outreach, and complaints.
 10:11 AM Discussion ensued on subbing water, Inkom sewer, community wastewater, comment letters, subdivision soil impacts on groundwater, landfill remediation contractor, solid waste changes, and waters of the US ruling.
 10:35 AM Discussion ensued on making McCammon a transfer station only.
- 14 11:00 AM Chief Deputy Treasurer Misty Katsilometes and Deputy Treasurer Katy Valentine appeared.
- 11:00 AM Castona, Beatrice & Shawn - RPRPPOC435402
 Katsilometes shared the owners have not replied to any correspondence for the past three years, but did sign for the certified mailing. This parcel was a split. Moser moved to take parcel RPRPPOC435402 with tax deed. The motion passed.
- 11:02 AM Farrelly, Gary - RPR38490009601
 Katsilometes shared that all correspondence has been returned by the post office and it is believed that the owner is deceased. No relatives or parties of interest have been located. Hough moved to take parcel RPR38490009601 for tax deed. The motion passed.
- 11:03 AM Guthrie, James & Carol - RPRMCPM009319
 Moser expressed frustration with location on this parcel, in between county and city properties so it cannot be combined. Hough moved to take parcel RPRMCPM009319 with tax deed. The motion passed.
- 11:05 AM Jacobson, Sonja - RPRMBAM001605
 Katsilometes shared that all correspondence has been returned by the post office. This parcel neighbors a parcel that had a home that was foreclosed on several years ago. The foreclosure did not include this parcel. Hough moved to take parcel RPRMBAM001605 with tax deed. The motion passed.
- 11:06 AM Pratt, Kim - RPRPRT1000700
 Katsilometes reported has been in contact, ensured she would be here. Reportedly going to get an inheritance. She did not appear. Hough moved for parcel to take with tax deed. The motion passed.
- 11:09 AM Wolfe, Kelly - RPRPOAK002300
 Chad Nielsen appeared and explained he owns the mobile home that is on the property and he purchased it through a sheriff's sale. He had paid the property taxes for many years while trying to find the owner. The bank was going to foreclose and sell the property but that was cancelled. He quit paying the property taxes to allow it to go into tax deed to try to purchase it when sold.
 11:11 AM Assessor Anita Hymas recommended looking into doing a quiet title. Hough moved for parcel RPRPOAK002300 to grant 30 days for Mr. Nielsen to investigate a quiet deed, until June 14. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved case number 20240024 and 2025 for cremation assistance.	Indigent
Approved general IC agreement and giving Director authority to sign as needed, and approved campground host IC agreement.	Parks and Rec
Approved contract with Idaho for clinical services.	Juvenile
Approved amended agreement with CBP for court collections.	Clerk
Approved contract with Idaho for mosquito testing.	Public Works

Approved contract with Motorola.	IT
Approved applying for Bulletproof Vest grant and reallocating grant match funds for sheriff mini grant.	Sheriff
Approved Resolution Nos. 2024-27 Approving Tax Cancellation Requests; 2024-28 Approving April 2024 Salaries; 2024-29 Approving April 2024 Alcohol Licenses; and 2024-30 Authorization and Order to Reallocate Funds.	Staff
Approved April 2024 Commissioner Proceedings for publication.	Clerk
Approved consent agenda.	Clerk
Approved taking tax deed for parcels RPRPPOC435402; RPR38490009601; RPRMCPM009319; RPRMBAM001605; and RPRPRT1000700. Approved 30 day extension to June 14 for parcel RPRPOAK002300.	Treasurer/Assessor/ Resolution

RESOLUTION

WHEREAS, requests for cancellation of taxes were considered on April 30, 2024; and

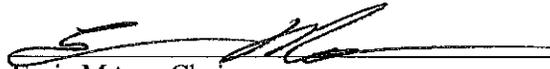
WHEREAS, these cancellation requests have been reviewed pursuant to Idaho Code §§63-711, 63-1302, 63-1303 and 63-1304;

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 by year:

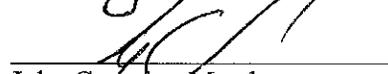
- (1) At the request of Assessor Anita Hymas, in a letter dated April 25, 2024, for cancellation of **market value** for the **2023** tax year.

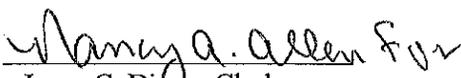
PARCEL NO.	OWNER	EXPLANATION	VALUE TO BE CANCELLED
MHMHPB4002003	Werner, Jared	Manufactured home removed	\$33,683
RPRCKI2001300	Murphy, Michael	HO exemption removed in error	\$125,000

BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chair


Jeff Hough, Member


John Crowder, Member

ATTEST: 
Jason C. Dixon, Clerk

RESOLUTION

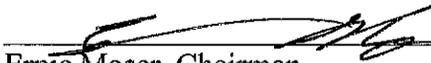
WHEREAS, salary approval forms, for the month of April 2024, have been submitted for approval by the Board of County Commissioners;

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
04/02/2024	Ashley Graham-Lavallee – Replacing Rilie Fry Public Defender – Asst Chief Deputy Public Defender	\$3,472.80/biweekly 04/20/2024
04/04/2024	Josephine Stoker – On-call Juvenile Detention – On-call Juvenile Detention Deputy	\$19.11/hr 04/15/2024
04/04/2024	Troy Bruce – On-call Juvenile Detention – On-call Juvenile Detention Deputy	\$19.11/hr 04/15/2024
04/09/2024	Angelina Duran – On-call Juvenile Detention – On-call Juvenile Detention Deputy	\$19.11/hr 04/22/2024
04/09/2024	Ben Warth – Replacing Caleb Sidwell Juvenile Detention – Full-time Juvenile Detention Deputy	\$19.11/hr 04/22/2024
04/11/2024	Charice Edmo – Temp Event Center – Event Staff Temp	\$15.00/hr 04/20/2024
04/11/2024	Alexis Neal – Temp Event Center – Event Staff Temp	\$15.00/hr 04/20/2024
04/11/2024	Shasta Olsen – Temp Event Center – Event Staff Temp	\$15.00/hr 04/20/2024
04/11/2024	Jeannie Pena – Temp Event Center – Event Staff Temp	\$15.00/hr 04/20/2024
04/11/2024	Ashleigh Jones – Temp Event Center – Event Staff Temp	\$15.00/hr 04/20/2024
04/11/2024	Chris Osborne – Temp Event Center - Event Staff Temp	\$15.00/hr 04/20/2024
04/18/2024	Danielle Huerta – Replacing Brianna Higley GIS – GIS Analyst 1	\$21.88/hr 04/15/2024
04/18/2024	Shayne Winward – Replacing Ricardo Yabut Solid Waste – Landfill Operator	\$19.38/hr 04/22/2024
04/18/2024	Madison Rich – Replacing Millissa Probart Jail – Classification/Booking Deputy	\$17.93/hr 05/06/2024
04/18/2024	Lori Bishard – Temp Event Center – Event Staff Temp	\$15.00/hr 04/20/2024
04/18/2024	Monte Steele – Temp Noxious Weed – Temp Noxious Weed Control Operator	\$16.27/hr 05/06/2024

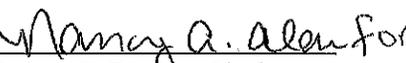
04/25/2024	Roy Vallez – Temp Event Center – Event Staff Temp	\$15.00/hr 05/10/2024
04/25/2024	Enoch Houtz – Temp Noxious Weed Department – Temp Noxious Weed Operator	\$15.60/hr 05/06/2024
04/25/2024	Brayden Gregerson – Temp Mosquito Abatement – Temp Mosquito Operator	\$15.60/hr 05/13/2024
04/25/2024	Jennifer Collaer – Replacing Julie Nebeker Juvenile Probation - Assessment Center Specialist/ Restorative Conference Coordinator	\$19.11/hr 05/04/2024
04/25/2024	Tami Kelley – Replacing Kambrielle Hudson Juvenile Probation – PT Juvenile Prevention Program Coordinator	\$19.11/hr 05/04/2024
04/25/2024	Wade Krysiak – Temp Mosquito Abatement – Temp Mosquito Operator	\$15.60/hr 05/13/2024
04/25/2024	Terren Hunt – Temp Mosquito Abatement – Temp Mosquito Operator	\$15.60/hr 05/13/2024
04/25/2024	Maxwell Bray – Replacing Shayne Winward Event Center/Wellness Complex – Assistant Parks Coordinator	\$19.11/hr 05/04/2024
04/25/2024	Aila Leavitt – Temp Event Center – Event Staff Temp	\$15.00/hr 05/08/2024
04/25/2024	Monique Nichols – Temp Event Center – Event Staff Temp	\$15.00/hr 05/08/2024
04/25/2024	Theresa Wardrobe – Temp Event Center – Event Staff Temp	\$15.00/hr 05/10/2024
04/25/2024	Amanda Silveria – Temp Event Center – Event Staff Temp	\$15.00/hr 05/08/2024

BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chairman


Jeff Hough, Member


John Crowder, Member

ATTEST: 
Nancy A. Allen for
Jason C. Dixon, Clerk

In the Matter of APPROVING)
APRIL 2024 ALCOHOL LICENSES)

R.S. No. 2024-29
May 14, 2024

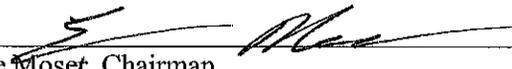
RESOLUTION

WHEREAS, in the month of April 2024, the following have applied for the following licenses and have been issued permits by the District Health Department and do not have any disqualifications;

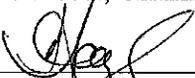
NOW, THEREFORE, BE IT RESOLVED that the following applications for licenses/permits be approved.

DATE APPROVED	LIC #	TOTAL	OWNER/APPLICANT	DBA/Event
04/04/2024	ABW2024-003	\$20.00	Chaney Colter	4th of July Celebration
04/04/2024	ABW2024-002	\$20.00	Elizabeth Gutierrez	Wedding
04/04/2024	ABL2024-001	\$275.00	Lava Hot Springs Golf Course	Lava Hot Springs Golf Course

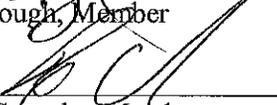
BOARD OF BANNOCK COUNTY COMMISSIONERS



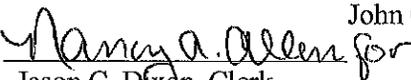
Ernie Moser, Chairman



Jeff Hough, Member



John Crowder, Member

ATTEST: 
Jason C. Dixon, Clerk

RESOLUTION

WHEREAS, it has been requested to reallocate funds in Forensic Pathology, due to elimination of project, from salaries and benefits to operating:

Fiscal Year 2024:

To Line: 185440-74000 \$639,317

From Line: 185440-40200 \$353,499
 185440-40250 \$134,467
 185440-40701 \$ 18,768
 185440-41000 \$132,583

and

in PILT from the jail boiler project to pay off the jail van:

To Line: 155222-49402 \$23,000

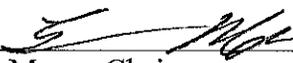
From Line: 155222-46100 \$23,000

and

WHEREAS, these reallocations will have no negative effect on the budget;

NOW THEREFORE, BE IT RESOLVED that the Auditor's Office is hereby authorized and ordered to reallocate funds as set out above.

BOARD OF BANNOCK COUNTY COMMISSIONERS



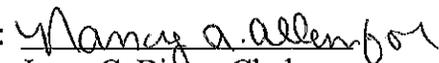
Ernie Moser, Chair



Jeff Hough, Member



John Crowder, 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 April 25 and 30, and May 2, 2024, as approved during the meeting of May 14, 2024.

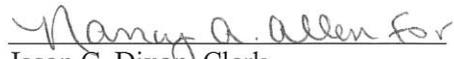
BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chair


Jeff Hough, Member


John Crowder, Member

ATTEST:


Jason C. Dixon, Clerk