



# MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

## Meeting Details

Date of Meeting:	Thursday, May 23, 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 Chief of Staff Braeden Clayson

## Agenda Details

AGENDA	
1	Claims Meeting and Work Session (action item) <b>Claims Agenda:</b> <ul style="list-style-type: none"> <li>• Board of Ambulance District: Invoices and Commissioner Report</li> <li>• Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications</li> <li>• Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&amp;(b) regarding personnel with potential action following adjournment of Executive Session</li> <li>• Payroll Report</li> <li>• Alcohol Licenses and Permits</li> <li>• Certificate of Residency Approval</li> <li>• Mileage Reimbursement Requests</li> <li>• Technology Request Form</li> <li>• Memorandum Authorization for Accounts Payable</li> <li>• Cardholder User Agreement and Authorization</li> </ul>
2	<ul style="list-style-type: none"> <li>• Reading of and Signature on Idaho Field of Heroes Memorial Days Proclamation (action item)</li> </ul>
3	<ul style="list-style-type: none"> <li>• Charity Staggs, SICO, seeking discussion pertaining to SICO grant contract (requested 10 minutes) (action item)</li> </ul>
4	<ul style="list-style-type: none"> <li>• Randy Cook, seeking to discuss a boundary line adjustment (requesting 10 minutes) (action item)</li> </ul>
5	<ul style="list-style-type: none"> <li>• Shanda Crystal, Chief Procurement Officer, providing a procurement update (requested 5 minutes)</li> </ul>
6	USDA Forest Service update on upcoming wildfire season (potential action)

## Meeting Notes

- 1 8:59 AM Moser called the meeting to order. Hough moved to approve the claims, invoices, and Commission report. The motion passed.
- 2 9:14 AM Crowder read the proclamation for the Idaho Field of Heroes. Hough moved, with honor, to accept the proclamation. The motion passed.

- 3 9:01 AM Staggs presented a proposed contract for grant writing. Legal reviewed the contract with no concerns. Discussion ensued on process, budget, fees per grant, and gaining grants without costing money out of a grant. Crowder moved to sign the contract. Discussion ensued on filling in the blanks and bring the contract back. The motion died for a lack of second.  
9:09 AM Moser exited.
- 4 9:09 AM Planning Director Hal Jensen and Subdivision Planner Alisse Foster also appeared. Cook reviewed the request to vacate an emergency access easement for a boundary line adjustment. A conditional approval was given by Council requiring the fire department, ambulance, and Sheriff to sign off. The Sheriff did not feel he was authorized. Jensen reported this was recorded as an emergency access easement. Staff is unsure why it was structured the way it was, and research does not provide any justification. Hough moved to approve the easement vacation. The motion passed.
- 5 9:13 AM Crystal gave updates on procurement projects.
- 6 1:58 PM Jose Contreras, Blaine Newman BLM, Kathy Dahlke, Mike Johnston, Kim Obele, Wes Jones, Kiel Burmester, Buddy Romriell, and Dan Bartel appeared.  
Obele explained that signs point to a very active fire year. That may not touch southeast Idaho, but it could pull resources. The Forest Service is kicking off the Lower Portneuf Cooperative Vegetation Project, which will compliment fuels reduction projects.  
2:03 PM Newman reviewed contacts for BLM.  
2:05 PM Johnston reviewed staffing, available equipment, regional preparedness, and mutual aid. Questions were addressed on prescribed fire, or deciding to let it burn. Discussion ensued on good neighbor participation and power companies.  
2:20 PM Moser pointed out dyer's woad has been located in several areas and cooperation is needed with federal agencies and the railroad for containment on their property. Obele reported a helicopter is used in Franklin County. Jones indicated he can include that in the CWPP.

## Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved claims, invoices, and Commission report.	Auditing
Approved proclamation for Field of Heroes.	Veterans
SICOG to meet with Grant Team for process if contract approved.	Grant Team
Approved vacation of easement for Cook.	Planning