



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Friday, June 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 Shantal Laulu, Comptroller Kristi Klauser, and Chief of Staff Braeden Clayson (minutes completed by Nancy Allen)

Agenda Details

AGENDA	
1	<p>Claims Meeting and Work Session (action items)</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"> • Scott Crowther, Business Manager and Event Director, seeking approval and signature on (1) a contract with Highland High School Volleyball, and; (2) a Lease Agreement with Idaho Power Company (action item)
3	<ul style="list-style-type: none"> • Reading of and signature on the Idaho High School Rodeo Week Proclamation (action item)
4	<ul style="list-style-type: none"> • Alisse Foster, Subdivision Planner, requesting approval of and signature on the final plat for Lazy Acres (requested 5 minutes) (action item)
5	<ul style="list-style-type: none"> • Kiel Burmester, Public Works Director, seeking approval of and signature on a Road Maintenance Easement with Mr. and Mrs. Andrews (requested 5 minutes) (action item)
6	<ul style="list-style-type: none"> • Todd Mauger, Chief Juvenile Probation Officer, requesting approval of and signature on the Notice of Award for the SFY2025 Substance Use Prevention, Treatment, Recovery Services Block Grant for Primary Prevention Programs (requested 5 minutes) (action item)
7	<ul style="list-style-type: none"> • Kristi Klauser, Comptroller, regarding approval of and signature on (1) the Notice of FY25 Partnership for Success Law Enforcement Grant Funding, and; (2) Commercial License Terms Agreement with Tyler Technologies (signature only) (action item)
8	<ul style="list-style-type: none"> • Torey Danner, Coroner, seeking to provide a 2023 Annual Report for the Bannock County Coroner's Office (requested 10 minutes)
9	<ul style="list-style-type: none"> • Review of change made to Agreement to Provide Law Enforcement Protection for the City of Lava Hot Springs and potential initial on change (action item)
10	<ul style="list-style-type: none"> • Signature on and authorization to serve Trespass Notice (action item)
11	<ul style="list-style-type: none"> • Signature on Independent Contractor Agreement with CM Company (signature only)

- 12 • Resolution 2024-33 Authorizing Purchase of Goods and Services for Public Works on Open Market (signature only)

Meeting Notes

- 1 10:00 AM Moser called the meeting to order. Hough moved to approve the invoices, Commission reports, and credit applications. The motion passed. Hough moved to approve the salary forms. The motion passed. Hough moved to authorize signature on the memo for Noxious Weeds claims. The motion passed.
- 2 10:09 AM Tana Homer also appeared. Crowther reviewed the request for a fee waiver. Homer reviewed the purpose and condition of the courts and requests to till the sand. Discussion ensued on safety of the volleyball courts, adding sand, relocating the volleyball courts in the future, and the volleyball team helping with upkeep. Moser moved to approve the fee waiver. The motion passed.
10:26 AM Crowther reviewed quotes for work on soccer fields.
10:30 AM Crowther reviewed the agreement. Hough moved to approve the lease agreement with Idaho Power. The motion passed.
- 3 11:05 AM Hough moved to approve the proclamation. Moser read the proclamation for Idaho High School Rodeo Week. The motion passed.
- 4 10:04 AM Foster reviewed the plat. Hough moved to approve signature of the plat for Lazy Acres. The motion passed.
- 5 10:06 AM Planning Director Hal Jensen also appeared. Burmester reviewed the easement agreement for the Sunnygate Subdivision. Hough moved to approve the agreement. The motion passed.
- 6 10:35 AM Mauger received the notice of award for the Substance Use Prevention, Treatment, Recovery Services Block Grant for the families in action program. Hough moved to accept the grant as discussed. The motion passed.
- 7 11:02 AM Klauser reviewed the award for the Partnership for Success Law Enforcement Grant. Hough moved to accept the grant as presented. The motion passed.
11:02 AM Klauser explained that Tyler bought out Access Idaho and this agreement is updating the vendor. Hough moved to approve the updated agreement as discussed. The motion passed.
- 8 10:44 AM Danner reviewed the 2023 annual report. Discussion ensued regarding jurisdiction, cremation cases, uptick in autopsy number, toxicology reports, certifications, and accreditation. Grants are being sought.
- 9 11:04 AM Hough moved to approve the amended agreement and for the Chair to initial changes. The motion passed.
- 10 10:38 AM Corporal Jen Warner reviewed a trespass notice and that some access will still be required. Ms. Taysom will have to make an appointment and must have a specific item to retrieve. Hough moved to approve the trespass notice as discussed. The motion passed.
- 11 11:04 AM Hough moved to approve the contract with CM Company. The motion passed.
- 12 11:05 AM Hough moved to approve Resolution No. 2024-33. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved invoices, Commission report, credit applications, salary forms, and memo authorization to sign claims.	Auditing
Approved fee waiver for HHS volleyball.	Parks & Rec
Approved lease agreement with Idaho Power.	Parks & Rec
Approved Idaho High School Rodeo Week proclamation.	Staff
Approved Lazy Acres plat.	Planning
Approved Road Maintenance Easement in Sunnygate Park Subdivision.	Road and Bridge
Accepted Substance Use Prevention, Treatment, Recovery Services Block Grant award.	Juvenile/Grant Team
Accepted Partnership for Success Law Enforcement Grant award.	Sheriff/Grant Team
Approved contract with Tyler.	Auditing
Approved changes to Lava Hot Springs Law Enforcement agreement.	Sheriff
Approved trespass notice.	Security
Approved contract with CM Company for 6 th Ave and Entrance Renovation.	Procurement/Buildings
Approved Resolution 2024-33 Authorizing Purchase of Goods and Service for Public Works on Open Market.	Staff

In the Matter of AUTHORIZING)
PURCHASE OF GOODS AND SERVICES)
FOR PUBLIC WORKS ON OPEN MARKET)

R.S. 2024-33
June 7, 2024

RESOLUTION

WHEREAS, Idaho Code §31-807 vests the Board of County Commissioners with the power and authority to manage real and personal property for the benefit of the County; and

WHEREAS, procedures for competitive sealed bids are set forth in Idaho Code §67-2805(2) for the procurement of public works construction valued in excess of \$200,000, and in Idaho Code §67-2806(2) for the procurement of services or personal property valued in excess of \$150,000; and

WHEREAS, Bannock County published a solicitation for sealed bids for Road Striping Materials and Labor and opened the bids on May 16, 2024; and

WHEREAS, one bid was received for the solicitation; and

WHEREAS, Idaho Code §67-2805(2)(a)(viii) and Idaho Code §67-2806(2)(h) authorize the Board of Commissioners, in its discretion, to find that a project or goods/services can be procured more economically on the open market, and to adopt a resolution declaring the same; and

WHEREAS, the bid received was reviewed for responsiveness and cost, and was well above the budgeted amount; and

WHEREAS, as stewards of public resources, the Bannock County Board of Commissioners hereby finds that purchasing the goods and services for the Road Striping Materials and Labor can be performed more economically on the open market.

NOW THEREFORE, BE IT RESOLVED that the bid for Road Striping Materials and Labor is rejected and that the goods and services be purchased more economically on the open market.

BANNOCK COUNTY COMMISSIONERS



Ernie Moser, Chair



Jeff Hough, Member



John Crowder, Member

Attest:


Jason C. Dixon, Clerk