



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, June 11, 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

Agenda Details

AGENDA	
1	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"> Katie Avichouser, Sixth District Court — Wood Court, seeking signature on FY24 Sixth Judicial District Wood Court Project Award from the Idaho Department of Correction (requested 5 minutes) (action item)
4	RESOLUTIONS AND ORDINANCES (action items): Resolution 2024-34 Matter of Approving May 2024 Salaries Resolution 2024-35 Approving May 2024 Alcohol Licenses Resolution 2024-36 Approving Tax Cancellation Requests
5	SIGNATURE ONLY (action items): Agreement with LexisNexis Amendment #15 to the Food Service Contract
6	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 Minutes: Approval of Meeting Minutes for May 23, 28, and 30, 2024, and Certification of Said Minutes
7	Bid Opening for Lava Ranches Fuel Reduction Request for Services (action item)

Meeting Notes

- 9:00 AM Moser called the meeting to order.
- 9:00 AM Community Resources and Advocacy Director Shantal Lauu presented cremation applications for case numbers 20240026 and 20240027. Hough moved to approve case numbers 20240026 and 27. The motion passed.
- 9:01 AM Judge Javier Gabiola, Probation Officer Jimmie Gentry, and Sterling Jones also appeared. Gabiola reviewed the award and budget. Jones shared his success with participation in the Wood Court

program. Discussion ensued on life balance with demands of the program and qualifications for the program. Hough moved to approve the funding award. The motion passed.

- 4 9:16 AM Moser reviewed the resolutions. Hough moved to approve Resolutions 2024-34, 35, and 36. The motion passed.
- 5 9:15 AM Hough moved to approve the LexisNexis agreement and the Food Service agreement. The motion passed.
- 6 9:17 AM Moser reviewed the consent agenda included a certificate of residency, alcohol license, and minutes. Hough moved to approve the consent agenda. The motion passed.
- 7 11:00 AM Moser reviewed the bid solicitation for brush removal. Procurement Officer Shanda Crystal unsealed the bids. Hough reviewed one bid from CR Fence for 95 acres. Hough moved to take the bid under advisement. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved cremation assistance for case numbers 20240026 and 20240027.	Indigent
Approved Wood Court award.	Auditing
Approved Resolutions 2024-34 Matter of Approving May 2024 Salaries, 2024-35 Approving May 2024 Alcohol Licenses, and 2024-36 Approving Tax Cancellation Requests.	Staff
Approved LexisNexis agreement and Food Service agreement.	Sheriff
Approved consent agenda.	Clerk/Auditing
Approved taking bid for fuels reduction under advisement.	Procurement

In the Matter of APPROVING)
MAY 2024 SALARIES)

R.S. No. 2024-34
June 11, 2024

RESOLUTION

WHEREAS, salary approval forms, for the month of May 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
05/02/2024	Amber Asper – Replacing Millissa Probart Jail – Classification/Booking Deputy	\$17.93/hr 05/06/2024
05/02/2024	Eleanora McGowan – Completed Introductory Jail – Deputy Detention Division	\$22.18/hr 05/08/2024
05/02/2024	Tristen Tallerico – Completed Introductory Jail – Deputy Detention Division	\$22.18/hr 05/08/2024
05/02/2024	Jessica Greene – Temp Event Center – Event Staff Temp	\$15.00/hr 05/06/2024
05/02/2024	Holly Arzola – Temp Event Center – Event Staff Temp	\$15.00/hr 05/04/2024
05/02/2024	Steven Elston – Temp Event Center – Event Staff Temp	\$15.00/hr 05/06/2024
05/02/2024	Krystal Baldwin – Temp Event Center – Event Staff Temp	\$15.00/hr 05/08/2024
05/02/2024	Matthew Phillips – Replacing Ryan Belnap Human Resources – HR Director	\$2,726.40/biweekly 05/13/2024
05/02/2024	Kelsey Larsen – Replacing Amy Mulford Prosecutors – Civil Specialist/Paralegal	\$21.88/hr 05/13/2024
05/02/2024	Christopher Shurtliff – On-call Juvenile Detention – On-call Juvenile Detention Deputy	\$19.11/hr 05/13/2024
05/02/2024	Andrew Martinez – On-call Juvenile Detention – On-call Juvenile Detention Deputy	\$19.11/hr 05/13/2024
05/09/2024	Simien Yokoyama – Seasonal Solid Waste – Seasonal Scale House Clerk	\$15.60/hr 05/13/2024
05/09/2024	Jessie Judkins – Replacing B Rumsey Solid Waste – Landfill Operator	\$19.11/hr 05/20/2024
05/09/2024	Brian Gines – Replacing David Evans Solid Waste – Landfill Operator	\$19.11/hr 05/13/2024
05/09/2024	Elizabeth Byington – Replacing Stephanie McBride Juvenile Probation – PT Family Engagement, Referral and Program Coordinator	\$19.11/hr 05/11/2024

05/09/2024	Colby Seedall – On-call Juvenile Detention – On-call Juvenile Detention Deputy	\$19.11/hr 05/28/2024
05/14/2024	Preston Harris – Replacing Treyton Underwood Jail – Corporal Detention Division	\$25.25/hr 06/01/2024
05/16/2024	Thomas Uehling – Intern Intern – Juvenile Justice The Village	Unpaid 05/23/2024
05/21/2024	Ken Christensen – Completed POST and 1 year Juvenile Detention – Full time Juvenile Detention Deputy	\$20.73/hr 06/22/2024
05/21/2024	Ashley Kurtz – Replacing Jennefer Shepherd Clerk of the District Court – Sr. Admin Assist/Deputy Clerk	\$16.70/hr 06/03/2024
05/21/2024	Jennefer Shepherd – Replacing Dena Zimmerly District Court – Judicial Enforcement Officer	\$17.87/hr 05/28/2024
05/21/2024	Sadie Gough – Moving to FT Prosecutor – Victim Witness Coordinator	\$21.88/hr 05/28/2024
05/28/2024	Brittany Blair – Temp Event Center/Wellness Complex – Temp Facilities Assistant	\$16.70/hr 06/03/2024
05/30/2024	Jacob Ferrin – Intern Road and Bridge – Mechanic Intern	\$15.00/hr 06/10/2024
05/30/2024	Daniel Crystal – Transfer Planning & Development – Inspector and Plan Examiner	\$23.41/hr 06/03/2024
05/30/2024	Derik Peterson Computer Services – Senior Systems Analyst	\$28.67/hr 06/03/2024
05/30/2024	Holly Arzola – Replacing Taya Batts Event Center – Administrative Assistant	\$15.60/hr 06/03/2024
05/30/2024	Travis Parkinson – Replacing J Carter Road & Bridge – Equipment Operator	\$19.11/hr 06/03/2024
05/30/2024	Kiel Burmester – Budget move Road & Bridge – Public Works Director	\$3,283.20/biweekly 06/03/2024
05/30/2024	Buddy Romriell – Budget move Road & Bridge – Assistant Public Works Director	\$2,535.20/biweekly 06/03/2024
05/30/2024	Rowdy Redfox – Temp Road & Bridge – Temp Mower	\$15.60/hr 06/03/2024

BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chairman


Jeff Hough, Member


John Crowder, Member

ATTEST: 
Jason C. Dixon, Clerk

In the Matter of APPROVING)
MAY 2024 ALCOHOL LICENSES)

R.S. No. 2024-35
June 11, 2024

RESOLUTION

WHEREAS, in the month of May 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;

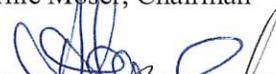
NOW, THEREFORE, BE IT RESOLVED that the following applications for licenses/permits be approved.

DATE APPROVED	LIC #	TOTAL	OWNER/APPLICANT	DBA/Event
05/02/2024	ABW2024-004	\$20.00	Brad Nelson	Chambers Family Reunion
05/02/2024	SST-TEMP-2609	\$20.00	Jessey Gray	Birthday
05/09/2024	ABL2024-002	\$362.50	Huizar LLC	Los Gavilanes Mexican Grill
05/28/2024	ABL2024-003	\$175.00	Bruhouse Galilei	Bruhouse

BOARD OF BANNOCK COUNTY COMMISSIONERS



Ernie Moser, Chairman

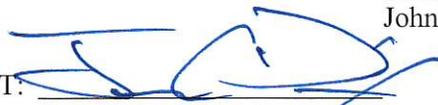


Jeff Hough, Member



John Crowder, Member

ATTEST:



Jason C. Dixon, Clerk

RESOLUTION

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

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

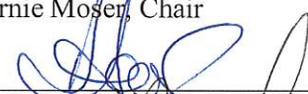
NOW, THEREFORE, BE IT RESOLVED that the County Tax Collector, Jennifer Clark, is hereby authorized and directed to cancel the following on the tax rolls as listed by year:

- (1) At the request of Assessor Anita Hymas, in a letter dated May 21, 2024, for cancellation of **market value** for the **2022, 2023, and 2023 Occupancy** tax year.

PARCEL NO.	OWNER	EXPLANATION	VALUE TO BE CANCELLED
RPR3803028207	Cutler, Jacqueline	Tribal Member - Exempt 2022	\$22,468.00
RPR3803028207	Cutler, Jacqueline	Tribal Member - Exempt 2023	\$29,208.00
RPR3803028207	Cutler, Jacqueline	Tribal Member - Exempt 2023 Occupancy	\$371,440.00

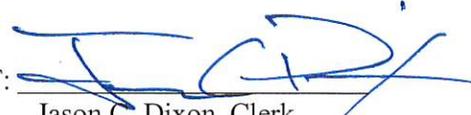
BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chair


Jeff Hough, Member


John Crowder, Member

ATTEST:

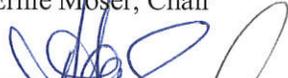

Jason C. Dixon, Clerk

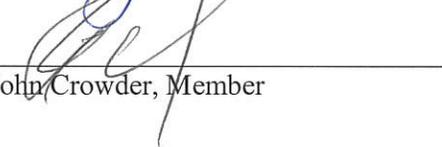
**BOARD OF BANNOCK COUNTY COMMISSIONERS
MINUTE CERTIFICATION**

We, the Board of Bannock County Commissioners, hereby certify approval of the minutes of the Bannock County Commissioners' meetings inclusive of the dates of May 23, 28, and 30, 2024, as approved during the meeting of June 11, 2024.

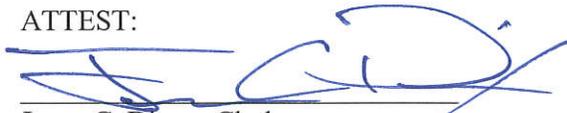
BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chair


Jeff Hough, Member


John Crowder, Member

ATTEST:


Jason C. Dixon, Clerk