



# MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

## Meeting Details

Date of Meeting:	Wednesday, June 19, 2024
Commissioners present:	Ernie Moser and John Crowder
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	Jeff Hough
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, and Sr. Accountant Kaytlyn Alvord

## Agenda Details

AGENDA	
1	Fiscal Year 2025 budget meetings possible Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (action item)
2	Fiscal Year 2025 budget meetings possible Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (action item)

## Meeting Notes

- 9:32 AM Treasurer Jennifer Clark and Chief Deputy Treasurer Misty Katsilometes appeared. A grade increase for staff was requested to be consistent with the fiscal professional family. Budget increases were reviewed in hostess, travel, and printing.

9:36 AM Emergency Management Director Wes Jones and Management Assistant Karen Trumbull appeared. Half of the funding comes from grants. Notice was received that all Homeland Security funds will be reduced across the board, so more County funds will be needed to make the budget whole. Budget changes were minimal adding a phone and uniforms.

9:41 AM PIO Emma Iannacone reviewed budget increases for office supplies and professional services for a designer. The designer would help create recruitment brochures, orientation/retention materials, event materials, brochure for The Village, and for the comprehensive plan.

9:54 AM Procurement Officer Shanda Crystal reviewed budget changes for training, cell phone, and uniforms. New procurement software is being researched.

10:17 AM Veterans Services Coordinator Melissa Hartman reviewed budget lines for telephone, training, repair/maintenance, the copier lease and overage, operations, software, parking, and annual fax subscription.

10:29 AM Prosecutor Steve Herzog, Deputy Prosecutor Erin Tognetti, and Senior Management Assistant Danica Harker appeared. Tognetti expressed the office is very short staffed. There has been one applicant in the last year. The proposal is to eliminate some positions and use those funds to pay more, along with more steps and levels. Additionally discussed was creating their own pay schedule like the Sheriff. The

Prosecutor Office is in crisis. Discussion ensued on lack of applicants, current caseloads, modelling Twin Falls, and funds for trusts.

10:55 AM Trial Court Administrator Jason Dye, D6 Director Ashley Bringhurst, and Jury Commissioner Victoria Hall appeared. Hall reviewed savings. The operating line for postage was reduced due to the new system sending out jury notices.

10:57 AM Regarding D6, Dye requested a new position for another counselor, and reviewed the cash reserve and contract elimination. Discussion ensued on increased rent and software to connect with the new state contractor for billing Medicaid.

11:15 AM Dye reviewed the District Court is asking for 3% COLA and appropriate steps. He reviewed increases for the text notification system, postage, mental health, and transcription costs. The courtroom remodel was discussed and it was requested to remodel room 113 next year.

- 2 1:00 PM Business Manager and Event Director Scott Crowther appeared. The security position will be moved to the Sheriff's budget. Discussion ensued on extra help, uniforms, CDL training, vehicles, snow plow, cleaning supplies, electricity, and water line damage. 1:18 PM The Complex budget includes fencing, barriers, sod, travel/education, concerts and accounting, 4<sup>th</sup> of July, concessions, vendors, and sponsors. Waterways funds are available for any work with the reservoir.

1:53 PM Lillian Hammersley and Arlo Walker appeared. The Historical Museum budget has increases for salaries and costs associated with rearranging space.

2:14 PM Court Services Director Evie McCurry reviewed small increases for records destruction and the copier lease. Positions were discussed. 2:23 PM Crowder moved to enter into Idaho Code §74-206(1)(a)&(b) regarding personnel. The motion passed by roll call vote. 2:32 PM Crowder moved to exit executive session. The motion passed.

2:33 PM Chief of Staff Braeden Clayson appeared and reviewed increases in the Commission budget include cell phones, travel, and NACO dues. 2:38 PM County Operations changes included parade line change, training, UP Railroad lease, parking lease, IAC dues, and animal impound fees. Most of the Waterways funds will carry over. 2:52 PM Contingency stayed steady. 2:53 PM Health District decreased. 2:54 PM Fair District stayed steady. 2:54 PM Public Defender included rent. 2:56 PM College residency did not change. 2:57 PM The opioid balance was discussed. 3:01 PM The Veterans trust includes funds from United Way. The capital acquisitions trust has funds allocated for the chamber remodel.

## Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Budget meetings for Treasurer, Emergency Management, PIO, Procurement, Veterans Services, Prosecutor, Courts, Parks & Rec, Historical Museum, Adult Probation, Commission, County Operations, Public Defender, Junior College, Waterways, Contingency, Fair District, and Opioid funds.	Auditing/Clerk