



# MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

## Meeting Details

Date of Meeting:	Tuesday, June 25, 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	<b>BOARD OF COMMISSIONERS</b> MEETING CALL TO ORDER, AGENDA CHANGES & AGENDA APPROVAL (action item)
2	<ul style="list-style-type: none"> <li>Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)</li> </ul>
3	<ul style="list-style-type: none"> <li>Todd Mauger, Chief Juvenile Probation Officer, seeking to review and requesting authorization to receive a budget extension for the SFY2024 Substance Use Prevention, Treatment, and Recovery Services (SUPTRS) Block Grant award (requested 5 minutes) (action item)</li> </ul>
4	<ul style="list-style-type: none"> <li>Kristi Klauser, Comptroller, regarding review of and potential signature on Participation Form with Kroger; opioid discussion (requested 5 minutes) (action item)</li> </ul>
5	<ul style="list-style-type: none"> <li>Shanda Crystal, Chief Procurement Officer, requesting to discuss a recommendation to award the Detention Center HVAC Renovation Request for Proposal (requested 5 minutes) (action item)</li> </ul>
6	<b>RESOLUTIONS AND ORDINANCES (action items):</b> Resolution No. 2024-37 Approving Tax Cancellation Requests
7	<b>LETTERS AND NOTICES (action items):</b> Bannock County Public Hearing Notice Vacation of Road Rights-of-Way for portions of Paris Lane, West Street, Aubrey Drive, and Burton Drive
8	<b>SIGNATURE ONLY (action items):</b> Title for 2008 Chevy Ambulance
9	<b>CONSENT AGENDA (action items):</b> <ul style="list-style-type: none"> <li>Manual Checks</li> <li>Alcohol Licenses and Catering Permits</li> <li>Certificate of Residency Approval</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>Technology Forms</li> <li>Minutes: Approval of Meeting Minutes for June 17 and 18, 2024, and Certification of Said Minutes</li> </ul>
10	Fiscal Year 2025 Budget Recap with possible Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (action item)
11	Bid Opening for Boiler Request for Proposal (action item)
12	Board of Equalization and Administrative BOE Reviews throughout the day as needed (action items)

## Meeting Notes

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- 1 9:00 AM Moser called the meeting to order.
- 2 No business.
- 3 9:00 AM Mauger explained the Office of Drug Policy called and had additional funding for the SUPTRS Block Grant for the current FY if needed anything upgraded. Two new computers will be purchased. Hough moved to approve the grant extension. The motion passed.
- 4 9:05 AM Klauser reviewed documents for opioid litigation and requested signature on the Kroger form. Hough moved to authorize the Chair's signature and participation in the Kroger settlement. The motion passed.  
9:09 AM Discussion ensued on approved uses for opioid funds, which can include treatment, prevention, and strategies.
- 5 9:02 AM Chief Deputy Sheriff Alex Hamilton and Operations Director Levi Waldron appeared. Crystal reviewed the HVAC RFP bid was evaluated. Hough moved to award the bid to Western Industrial in the amount of \$116,895.12. The motion passed.
- 6 9:14 AM Hough moved to approve Resolution No. 2024-37. The motion passed.
- 7 9:15 AM Concerns were discussed with holding a public hearing for road vacations in Sunnygate Subdivision as the group has petitioned before and was supposed to write up a plan. The Board will require a copy of the plan first before moving forward with public hearing.
- 8 9:17 AM Hough moved to approve signature on the title and dispose of the ambulance. The motion passed.
- 9 9:17 AM Moser reviewed the consent agenda included salary forms, alcohol licenses, and minutes. Hough moved to approve the consent agenda. The motion passed  
Crowder exited.
- 10 9:59 AM Accountant Kaytlyn Alvord also appeared. Klauser reviewed a summary of department requests, separating clothing allowance as safety items, historical requests, ambulance request for reserves, and potential changes for indigent.  
10:07 AM Reserves projects were reviewed. Discussion ensued on the PIO requests, marketing funding, approval of events at fairgrounds, and ARPA project contingency funds.  
10:29 AM A budget requests were reviewed, along with code enforcement, noxious weeds, and grade changes. The salary committee recommendations were reviewed. Reducing steps down to 5, with 15% total from 1-5, would result in roughly \$125,000. A COLA was recommended. Additionally, give each department 1% of its salary budget as a recruitment and retention fund to use as one-time bonuses.  
Discussion ensued on priorities.  
11:05 AM Hough moved to enter into executive session under Idaho Code § regarding personnel. The motion passed by roll call vote. 11:51 AM Hough moved to exit executive session. The motion passed.
- 11 11:01 AM Moser reviewed the solicitation for the boiler RFP. Procurement Officer Shanda Crystal unsealed the bid. Hough reviewed one bid was received from Rocky Mountain Boiler for \$319,908. Hough moved to accept the bid for consideration. The motion passed.
- 12 See Board of Equalization minutes.

## Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved extension for SFY24 Substance Use Prevention, Treatment, Recovery Block Grant.	Juvenile
Approved participation in the Kroger opioid settlement.	Auditing
Awarded HVAC bid to Western Industrial in the amount of \$116,895.12.	Sheriff/Procurement
Approved Resolution No. 2024-37 Approving Tax Cancellation Requests.	Assessor/Treasurer
Sunnygate petitions for road vacation tabled to await overall plan.	Planning/Staff
Approved signature on ambulance title.	Auditing/Resolution
Approved consent agenda.	Clerk/Auditing
Approved entry/exit executive session – personnel.	Clerk
Accepted one bid for review from Rocky Mountain Boiler for the boiler RFP.	Procurement/Maintenance

RESOLUTION

WHEREAS, requests for cancellation of taxes were considered on June 20, 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 June 13, 2024, for cancellation of **market value** for the **2023** tax year.

PARCEL NO.	OWNER	EXPLANATION	VALUE TO BE CANCELLED
RPR4225006806	Gravis, Steven	2023 BTA decision	\$25,398.00
RPRPVIC000900	Dammaschke, Ashley Bertagnole, Jeremy	Allowed full HE exemption	\$94,768.00
RPRRMCA002300	Rose, Barry	Corrected error in acreage	\$14,250.00

BOARD OF BANNOCK COUNTY COMMISSIONERS

  
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Ernie Moser, Chair

  
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Jeff Hough, Member

  
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John Crowder, Member

ATTEST:

  
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Jason C. Dixon, Clerk

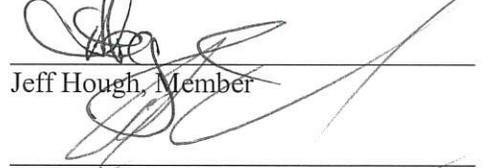
**BOARD OF BANNOCK COUNTY COMMISSIONERS  
MINUTE CERTIFICATION**

We, the Board of Bannock County Commissioners, hereby certify approval of the minutes of the Bannock County Commissioners' meetings inclusive of the dates of June 17 and 18, 2024, as approved during the meeting of June 25, 2024.

BOARD OF BANNOCK COUNTY COMMISSIONERS



Ernie Moser, Chair



Jeff Hough, Member



John Crowder, Member

ATTEST:

  
Jason C. Dixon, Clerk