



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Wednesday, July 3, 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	<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"> • Anita Hymas, Assessor, regarding (1) Memorandum of Agreement with the Idaho Transportation Department, and; (2) providing an Assessor’s update (requested 15 minutes) (action item)
3	<ul style="list-style-type: none"> • Shanda Crystal, Chief Procurement Officer, providing a procurement update
4	Board of Equalization and Administrative BOE Reviews throughout the day as needed (action items)

Meeting Notes

- 1 8:59 AM Moser called the meeting to order. Discussion ensued on vehicle damage claims and bar license reimbursements. Hough moved to approve the invoices. The motion passed. Hough moved to approve the alcohol license. The motion passed.
- 2 9:04 AM Hymas reported on conversations with the city engineer regarding the 6th Street project and Clark Street can be used for VIN inspections. Hymas explained the ITD agreement is for virtual appointments from all over the state. The admin fee from those appointments will help boost revenue. Hough moved to authorize the Chair’s signature on the memorandum. The motion passed.
9:15 AM Hymas relayed that BOE has gone well. The State’s final ratio study is finished, but the results have not been shared yet.

- 3 9:17 AM Crystal gave updates on procurement projects. Dixon shared concern that the Annex store front project has not been discussed in an open meeting and will require an allocation of funds.
- 4 See Board of Equalization minutes.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved invoices and alcohol licenses.	Auditing
Approved MOA with ITD for virtual appointments.	Assessor