



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Monday, July 22, 2024
Commissioners present:	Ernie Moser, Jeff Hough, and John Crowder
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	
Staff present:	Chief Deputy Clerk Keri Povey, Comptroller Kristi Klauser, Accountant Kaytlyn Alvord, and Chief of Staff Braeden Clayson (minutes completed by Deputy Clerk Nancy Allen)

Agenda Details

AGENDA	
1	Clerk Work Session with Commission Fiscal Year 2025 Budget with possible Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (potential action items)

Meeting Notes

1 1:31 PM Moser called the meeting to order. Klauser reviewed the Clerk’s recommendation of the FY25 budget. Salaries include a 3% COLA and moved to a 5-step pay scale. Dollars were removed for apparel countywide unless it was for safety or a required uniform. Funds were added for retirement pay outs. Adjustments were made for IAC dues. Funds were added for the July 4th event as sponsorships are not coming in as anticipated. Funding was shifted in amount of \$120,000 from maintenance into county projects. The leases were removed because some departments didn’t realize their leases were paid for. IT software was moved from capital into property acquisitions. On-call pay was adjusted based on salary changes. A temp code enforcement officer was added in Planning & Zoning.

1:45 PM Kiel Burmester, Public Works Director, reviewed the compensation work group found that the operator’s salaries were low and requested new pay grades for those positions. The total cost of that increase for those three departments is \$245,615 for FY25. This is on top of the raises already given in the recommendation. Klauser explained that for the compensation work group she did a comparison of all positions and questioned if any position that is 19% under should be considered and whether to consider other departments to maintain equity? Dixon explained he looked at, not only hot spots for pay, but recruitment struggles. He did not feel everything can be fixed at once and acknowledged that pay is low across the board. Step increases and COLA’s need to be kept up with. Moser requested the compensation work group’s goals and direction regarding getting all employees where they need to be. Klauser indicated department heads need to reach out to other counties to ensure the jobs are actually comparable from the salary study we received. Dixon added to include benefits along with salaries for a true comparison. Burmester explained previous staff shortages that are full now, but has concerns as there are three employees that can retire. Clayson pointed out the Landfill has an opening that’s been posted for two months. Burmester explained the difference being the requirement to have a CDL. Moser would like to hear from other departments before making a decision.

2:16 PM Klauser continued the review of the Clerk’s recommendation of the FY25 budget. The officer at the Event Center was moved to the Sheriff’s budget. The new lieutenant position was not given. One admin and one attorney position were removed from the prosecutor’s office. Further discussion may be needed for fair projects and ARPA funds. 2:39 PM Discussion ensued regarding PILT funds. There were no major changes in snow grooming or waterways. The opioid budget needs \$25,000 allocated for an attorney line. JV Detention included salary increases and adjustment to the admin fee. Landfill included shift differential pay, scale house, and admin fee. Gas to Energy included on-call pay and adjustment to the admin fee. If there are any salary adjustments or positions added, operating cuts will need made. E-911 had a \$500 adjustment. Forensic Pathology needs to add cash balance for a discussion. Reductions to the Events budget were made in concessions and admin fee. D6 had minor changes with positions and reduced professional fees. Budgets for cash balances were adjusted because these budgets don’t bring in revenues. The capital budget will be reviewed at the end and possible adjustments made.

2:55 PM Hough moved to accept the on-call changes to Juvenile Probation, D6 salary changes, and Forensic Pathology budget. The motion passed.

2:57 PM Meeting adjourned.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved budget changes for on-call, D6, and Forensic Pathology.	Auditing