



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Thursday, August 15, 2024
Commissioners present:	Ernie Moser, Jeff Hough, and John Crowder
Clerk of the Board:	Nancy Allen for Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Nancy Allen and Comptroller Kristi Klauser

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"> • Brian Blad, Mayor – presenting a City of Pocatello update (requested 20 minutes)
3	<ul style="list-style-type: none"> • Max Shaffer, Mayor of Inkom, regarding (1) a discussion about overlay in the City of Inkom, and; (2) discussion pertaining to parcel ID RPRICPI000302 (requested 10 minutes) (action items)
4	<ul style="list-style-type: none"> • Daniel Kendall, Facilities Director, providing a monthly facilities update (requested 10 minutes) (action item)
5	<ul style="list-style-type: none"> • Discussion pertaining to rental agreement procedures (requested 10 minutes) (action item)
6	<ul style="list-style-type: none"> • Discussion of trading a grader for a box scraper (requested 5 minutes) (action item)

Meeting Notes

- 1 8:59 AM Moser called the meeting to order. Hough moved to approve the invoices and Commission report. The motion passed. Hough moved to approve salary forms. The motion passed. Hough moved to approve the certificate of residency. The motion passed.
- 2 9:01 AM Blad reported on the Honor Flight trip to Washington DC and he is working on forming an Idaho Chapter. There will be a meeting on August 27 at 6:30 p.m. for anyone interested, veteran or not. Veterans can go on the trip for free and the guardian does have to pay. Monday is the Welcome Back

Orange and Black at Lookout Point. Ross Park will be closing Sunday as school is starting. A ribbon cutting for pickleball courts will be on August 20. The Center Street underpass is hot topic and one hold-up was waiting for flaggers from the railroad. The flaggers got here and the local reps sent them home. The underpass will be open Sunday, but the project is not complete and will close again next spring. The Monarch building will be removed while that is closed as well. Blad reported he is an ICRMP representative and reviewed rate increases passed on to members due to major losses. Grant awards were reviewed.

- 3 9:26 AM Inkom City Maintenance Andy Solomon and Public Works Director Kiel Burmester also appeared. Shaffer reviewed a paving project with the County’s crew and cooperation and requested Cement Plant Road to be paved. Burmester reported the County will go up to railroad. Burmester can add it on to current paving schedule on South Fifth. Costs will include equipment, man hours, and oils. Hough moved to approve the request from Inkom to use Road and Bridge to help pave as discussed. The motion passed.
9:33 AM Discussion ensued on four parcels in the name of Bannock County that intersect other parcels. Moser suggested the parcels be given to the city, but they have to be surveyed. Two of the parcels appear to have roads on them.
9:36 AM Discussion ensued on bridges and the Stanger quarry.
- 4 9:44 AM Maintenance Tech Parker Blad reported on a sprinkler pipe burst at The Village. Kendall gave updates on the Annex building application, elevator certifications, courtroom 320, striping machine, Lander parking lot blocked, Detention Center lock electrical short, and the 6th Street closure.
- 5 9:58 AM Public Works Director Kiel Burmester, Assistant Public Works Director Buddy Romriell, Procurement Officer Shanda Crystal, Facilities Director Dan Kendall, Business Manager/Events Director Scott Crowther, and Landfill Manager Dillon Evans appeared. Hough reviewed this meeting is to come up with a process for rental or short-term agreements to delegate authority to the departments to sign the agreements. Burmester relayed his agreements are typically not emergent. Crowther expressed the need for emergency rentals that were not budgeted for. Evans shared the rentals are planned and not typically emergent. Kendall has both circumstances and uses the building repair line. Klauser will require notification for addition to insurance. Procurement can look into pools with companies. Hough will work with departments and auditing for procedures.
- 6 9:55 AM Business Manager/Events Director Scott Crowther explained that CAT is willing to give \$8,000 credit for a grader that the motor is blown toward a scraper. Disposition of the equipment was requested. Hough moved to authorize the exchange of equipment. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved invoices, Commission report, salary forms, and certificate of residency.	Clerk/Auditing/Resolution
Approved interagency work order with Inkom to pave Cement Plant Road.	Public Works
Develop procedures to delegate signing authority for emergent rental agreements.	Parks & Rec/ Maintenance/Procurement/ Public Works/Landfill/ Auditing
Approved trade-in of grader toward scraper with CAT.	Parks & Rec