



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, September 17, 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, Comptroller Kristi Klauser, and HR Director Matthew Phillips

Agenda Details

AGENDA	
1	Bannock County Commissioner’s Regular Business Meeting (action item) BOARD OF COMMISSIONERS MEETING CALL TO ORDER, AGENDA CHANGES & AGENDA APPROVAL (action item)
2	<ul style="list-style-type: none"> Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)
3	<ul style="list-style-type: none"> Vern Bowden, to discuss Culinary Water Company in Swan Lake, Idaho (action item)
4	<ul style="list-style-type: none"> Julie Hancock, Elections Administrator, requesting signature on an Advertising Authorization for Sho-Ban News (requested 5 minutes) (action item)
5	<ul style="list-style-type: none"> Hal Jensen, Planning and Development Director, seeking approval to appoint two new Planning and Development Council members with possible Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session(requested 10 minutes) (action item)
6	<ul style="list-style-type: none"> Wes Jones, OEM, requesting discussion and possible approval to move forward with phase 1 of moving the office to 214 E. Center Street in Pocatello (requested 10 minutes) (action item)
7	<ul style="list-style-type: none"> Jared Marchand, Drug Court, requesting to purchase treatment equipment from opioid funds (requested 5 minutes) (action item)
8	<ul style="list-style-type: none"> Shanda Crystal, Chief Procurement Officer, regarding potential signature on contracts (1) for Annex Lighting Invitation to Bid with Razor Electric, LLC, and; (2) for contract for Detention Center Cement Polishing Request for Proposal with Roberts Shine and Line, LLC (requested 5 minutes) (action item)
9	RESOLUTIONS AND ORDINANCES (action items): Resolution No. 2024-62 Adopting Fee Changes and/or New Fees for Landfill, Clerk, Motor Vehicles, Jail, AG Extension, Fair/Fairgrounds, and Ambulance
10	SIGNATURE ONLY (action items): Professional Services Agreements for South Bannock County Cities
11	CONSENT AGENDA (action items): <ul style="list-style-type: none"> Manual Checks Alcohol Licenses and Catering Permits Certificate of Residency Approval 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 Technology Forms Minutes: Approval of Meeting Minutes for September 10, 2024, and Certification of Said Minutes

- 12 Public Hearing to reopen the Fiscal Year 2024 Budget for Unanticipated Revenues & Allocation and potential signature on proposed Resolution No. 2024-63 Opening the FY24 Budget for Unanticipated Revenue and Allocation for Expenses (action item)

Meeting Notes

- 1 9:01 AM Moser called the meeting to order.
- 2 No business.
- 3 9:01 AM Brad Gambles also appeared. Bowden explained they sit on the board for the Swan Lake Culinary Water Company and he submitted pictures and information. He reviewed the history of the water supply and usage, the past and current budget, water rights, and DEQ testing costs. They are requesting help to cover testing costs. Moser explained the funds have not been budgeted, but he considers the need an emergency. Discussion ensued on testing and public water system requirements. 9:20 AM Emergency Management Director Wes Jones suggested hazard mitigation grants. The matter will be tabled to explore options.
- 4 9:22 AM PIO Emma Iannacone appeared and reviewed the national voter registration campaign and request to put an ad in Sho-Ban News. Hough moved to approve the advertisement. The motion passed.
- 5 9:23 AM Assistant Planning and Development Director Tristan Bourquin also appeared. Jensen reviewed council vacancies and suggested appointing members from the previous pool of interviews. 9:26 AM Hough moved to enter into executive session under Idaho Code §74-206(1)(a)&(b) regarding personnel. The motion passed by roll call vote. 9:39 AM Hough moved to exit executive session. The motion passed. Moser moved to appoint members to the council. The motion passed.
- 6 9:40 AM Administrative Assistant Karen Trumbull also appeared. Jones requested to move forward with the proposed remodel and move to SICOG and reviewed the tour. Moser shared concerns of remodel costs and for another entity's building. Jones reviewed the benefits of a regional EOC and that grant funds will be used for the lease. The remodel costs would need to be from county funds. Moser suggested the top floor of the Elections building after the school is built. The matter was tabled for further conversation and to review the space.
- 7 9:53 AM D6 Director Ashley Bringhurst also appeared. Marchand requested using opioid funds to purchase telehealth equipment for meetings. Klauser confirmed the request falls into the categories for the funding use restrictions. Hough moved to approve the equipment purchase of \$1,345.98. The motion passed.
- 8 9:56 AM Crystal reviewed the annex lighting bid contract for Razor Electric. Hough moved to approve the contract with Razor Electric. The motion passed. 9:58 AM Crystal reviewed the cement polishing bid contract for Roberts Shine and Line. Hough moved to approve the contract with Roberts Shine and Line. The motion assed.
- 9 9:59 AM Hough moved to approve Resolution Number 2024-62. The motion passed.
- 10 10:00 AM Hough moved to approve the agreements for law enforcement with the cities. The motion passed.
- 11 10:02 AM Moser reviewed the consent agenda included salary forms, ARPA invoices, minutes, and notice of separation forms. Hough moved to approve the consent agenda. The motion passed.
- 12 10:15 AM Hough moved to enter into the public hearing. The motion passed. Moser reviewed the public hearing purpose. Klauser reviewed unanticipated revenues and allocations for overages. There were no

members of the public present or that signed up to speak. Hough moved to close the public hearing. The motion passed. Hough moved to approve Resolution 2024-63. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Tabled Swan Lake Culinary Water request for funding.	Commission
Approved advertisement for Sho-Ban News.	Elections
Approved entry/exit executive session – personnel, and appointment of council members.	Planning/Clerk
Tabled OEM office relocation.	EOM/Commission
Approved telehealth equipment funding from opioid funds.	D6/Auditing
Approved contracts for annex lighting bid with Razor Electric and for cement polishing bid with Roberts Shine and Line.	Procurement/Facilities
Approved Resolution Nos. 2024-62 Adopting Fee Changes and/or New Fees for Landfill, Clerk, Motor Vehicles, Jail, AG Extension, Fair/Fairgrounds, and Ambulance; and 2024-63 Opening the FY24 Budget for Unanticipated Revenue and Allocation for Expenses.	Clerk/Commission
Approved agreements with cities for law enforcement.	Sheriff
Approved salary forms, ARPA invoices, minutes, and notices of separation through consent agenda.	Clerk/Auditing/HR
Approved entry/exit of public hearing and opening the budget for revenues and allocations.	Clerk/Auditing

In the Matter of ADOPTING FEE)
 CHANGES AND/OR NEW FEES FOR)
 LANDFILL, CLERK, MOTOR VEHICLES)
 JAIL, AG EXTENSION, FAIR/)
FAIRGROUNDS, AND AMBULANCE)

R.S. No. 2024-62
 September 17, 2024

RESOLUTION

WHEREAS, pursuant to Idaho Code §31-870, Bannock County may impose and collect fees for those services provided by the County which would otherwise be funded by ad valorem tax revenues; and

WHEREAS, Idaho Code §§11-729, 31-875, 31-3203, 31-3904 and 31-4404 further allow county commissioners to impose and collect fees; and

WHEREAS, user fees supplement tax revenues and allow for costs to be recovered from those receiving the service; and

WHEREAS, notice of a public hearing regarding fee increases and the imposition of new fees was published in the Idaho State Journal, pursuant to Idaho Code §63-1311A, on August 31 and September 7, 2024; and

WHEREAS, the Board of County Commissioners has examined the proposed fees and determined that such fees should be set to meet expenses of operation, maintenance, repairs and other appropriate charges for operation and upkeep for each department;

NOW, THEREFORE, BE IT RESOLVED that the following fee changes and new fees are hereby adopted effective October 1:

LANDFILL

Bannock County Users – household per ton	\$37/ton
Bannock County– construction and demolition debris	\$29/ton
Dead Animals	\$29/ton
Out of County - unless negotiated by contract	\$67/ton
Refrigeration Units (fridges, AC units, etc)	\$20/each
Mobile homes – too large for scale	\$375/each
Asbestos – Bannock County user per ton	\$120/ton
Asbestos - Out-of-county users per ton	\$185/ton

CLERK

Chargeback fee (disputed credit card charge)	Set by Clerk
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MOTOR VEHICLES

Administration	\$7.00
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JAIL

Prisoner Board Fee	\$75/day
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AG EXTENSION

Bulletins-Small Informational		\$5
Bulletins- Books		\$18
NCBA Beef Books		\$8
Youth ages 8-12		\$125
Counselors ages 13-18		\$125
Project Day Camp	Level 1	\$5
	Level 2	\$10
	Level 3	\$15
	Level 4	\$20
	Level 5	\$25
	Level 6	\$30
	Level 7	\$35
	Level 8	\$40
	Level 9	\$45

FAIR/FAIRGROUNDS

Food Vendor	\$300
Drink Only Vendor	\$200
Merchandise Vendor	\$100
Six Month Family Riding Pass	\$120

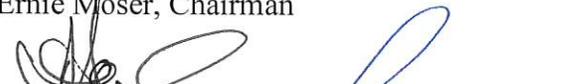
AMBULANCE

Transport requiring BLS – Emergency	Resident	\$663
	Non-Resident	\$882
Transport requiring BLS – Non-emergent	Resident	\$460
	Non-Resident	\$612
Transport requiring ALS Level 1	Resident	\$788
	Non-Resident	\$1,048
Treatment requiring ALS, Level 2 (with or without transport)	Resident	\$1,139
	Non-Resident	\$1,793
Transport requiring Specialty/Critical Care	Resident	\$1,348
	Non-Resident	\$1,793
Respond/Treat and Release Involving BLS or ALS1	Resident	\$306
	Non-Resident	\$407
Mileage (Per loaded mile)	Resident	\$14
	Non-Resident	\$16

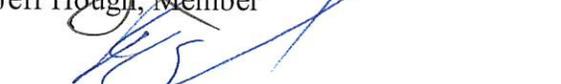
BOARD OF BANNOCK COUNTY COMMISSIONERS



Ernie Moser, Chairman



Jeff Hough, Member



John Crowder, Member

Attest: 

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 September 10, 2024, as approved during the meeting of September 17, 2024.

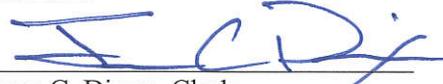
BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chair


Jeff Hough, Member


John Crowder, Member

ATTEST:


Jason C. Dixon, Clerk