



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

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

Agenda Details

AGENDA	
1	Regular Business Meeting (action items) 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"> Todd Mauger, Juvenile Justice, signature on Agreement for Co-Location with the Idaho Department of Juvenile Corrections (requested 15 minutes) (action item)
4	<ul style="list-style-type: none"> Shanda Crystal, Chief Procurement Officer, requesting to discuss (1) a recommendation to award and potential signature on the Fairgrounds Exhibit Hall Steel Building Invitation to Bid, and; (2) a recommendation to award and potential signature on the Detention center Asphalt Repair Request for Proposals (requested 5 minutes) (action item)
5	<ul style="list-style-type: none"> Wes Jones, OEM, seeking a discussion pertaining to Emergency Management Assistance Compact (EMAC) deployment process, documentation and reimbursement (requested 15 minutes) (action item)
6	<ul style="list-style-type: none"> Nancy Allen, Administrative Manager, regarding approval submit the 2024 Edward Byrne Grant application online (requested 5 minutes) (action item)
7	<ul style="list-style-type: none"> Kristi Klauser, Comptroller, seeking signature on the FFY 2025 Traffic Enforcement Grant Project Agreement (TEGPA) with the Idaho Transportation Department Office of Highway Safety (requested 5 minutes) (action item)
8	RESOLUTIONS AND ORDINANCES (action items): Resolution No. 2024-66 Authorization and Order to Reallocate Funds Resolution No. 2027-67 Approving Tax Cancellation Requests
9	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 Sign Invoices Minutes: Approving Meeting Minutes for October 3 and 8, 2024, and Certification of Said Minutes

Meeting Notes

- 1 9:00 AM Moser called the meeting to order.
- 2 9:00 AM Community Resources and Advocacy Director Shantal Lauulu presented case numbers 20250001 and 20250002 for cremation assistance. Crowder moved to approve cases 20250001 and 20250002. The motion passed.
9:02 AM Crowder moved to enter into executive session under Idaho Code §74-206(1)(d) to consider records exempt from public disclosure. The motion passed by roll call vote. 9:06 AM Crowder moved to exit executive session. The motion passed. Crowder moved to approve the consensual lean agreement. The motion passed.
- 3 9:07 AM Matt Olsen also appeared. Mauger reviewed the co-location agreement. Crowder moved to approve the agreement and authorize the Chair’s signature. The motion passed.
- 4 9:09 AM Crystal recommended awarding the fair exhibit building to Teton West of Idaho. Crowder moved to award the contract as presented. The motion passed.
9:10 AM Crystal recommended awarding the asphalt repair project to Superior Asphalt with the striping completed in-house. Crowder moved to award the asphalt repair contract. The motion passed.
- 5 9:12 AM Darin Letzring from Idaho Office of Emergency Management also appeared and reviewed the EMAC deployment process, national and state law, reimbursement, and mission orders. Letzring confirmed that the wages would be excluded from the EMPG reporting since it is reimbursed.
- 6 9:27 AM Allen reviewed the JAG grant submission.
- 7 9:29 AM Klauser reviewed the mini grants for the Sheriff’s office. Crowder moved to approve the agreement. The motion passed.
- 8 9:30 AM Moser reviewed the resolutions. Crowder moved to approve Resolution Numbers 2024-66 and 67. The motion passed.
- 9 9:31 AM Moser reviewed the consent agenda included invoices, salary forms, and minutes. Crowder moved to approve the consent agenda. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved case numbers 20250001 and 20250002; entry/exit executive session – exempt records; and consensual lien.	Indigent
Approved co-location agreement with Idaho Juvenile Corrections.	Juvenile
Approved awarding fair exhibit building to Teton West of Idaho and asphalt repair project to Superior Asphalt.	Procurement
Approved JAG submission and TEGPA agreement with ITD for mini grant funds.	Sheriff/Grant Team
Approved Resolution Nos. 2024-66 Authorization and Order to Reallocate Funds and 2027-67 Approving Tax Cancellation Requests.	Clerk
Approved invoices, salary forms, and minutes through consent.	Auditing/Resolution

RESOLUTION

WHEREAS, requests were considered to reallocate funds to cover vehicles that will be purchased through the newly implemented fleet plan as the quotes came in higher than the estimates that were used for budgeting six months ago, resulting in higher costs than anticipated. The commission and road department have funds within operating to cover these overages; and to reallocate funds budgeted in IT from capital for hardware that should have been budgeted in computer supplies; and

WHEREAS, Idaho Code §31-1508 permits reallocation of money that has become inoperative for the purpose for which the fund was created; and

WHEREAS, these reallocations will not impact the budget negatively;

NOW THEREFORE, BE IT RESOLVED that the Auditor's Office is hereby authorized and ordered to reallocate funds in the following budget lines:

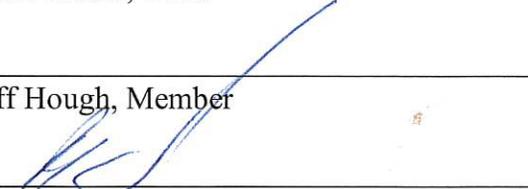
Fiscal Year 2025:

To Line: 110109-90200	Amount: \$ 8,000
From Line: 110109-89910	Amount: \$ 8,000
To Line: 120201-90200	Amount: \$ 13,000
From Line: 120201-70300	Amount: \$ 13,000
To Line: 110114-42200	Amount: \$ 44,553
From Line: 110114-90400	Amount: \$ 44,553

BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chair

Jeff Hough, Member


John Crowder, Member

ATTEST: 
Jason C. Dixon, Clerk

RESOLUTION

WHEREAS, requests for cancellation of taxes were considered on October 8, 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 October 8, 2024, for cancellation of **market value** for the **2024** tax year.

PARCEL NO.	OWNER	EXPLANATION	VALUE TO CANCEL
RPRPRVE002000	White, Janean	Home was 50% Ownership now 100% Ownership	\$43,511
RPRPFRH001600	Peterson, Sonya	Living in both sides of duplex 100% Ownership/100% Occupancy	\$55,255
RPR4433033602	Clark, Heather	Cat 34 changed to 34H for HEX Correction	\$84,955

- (2) At the request of Assessor Anita Hymas, in a letter dated October 8, 2024, for cancellation of **market value** for the **2023** tax year.

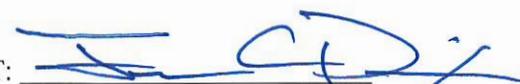
PARCEL NO.	OWNER	EXPLANATION	VALUE TO CANCEL
RPRPPOC418600	Hansen, Darren	HOEX not properly applied in error	\$125,000

BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chair


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 October 3 and 8, 2024, as approved during the meeting of October 15, 2024.

BOARD OF BANNOCK COUNTY COMMISSIONERS


Ernie Moser, Chair

Jeff Hough, Member


John Crowder, Member

ATTEST:


Jason C. Dixon, Clerk