



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, November 19, 2024
Commissioners present:	Ernie Moser and John Crowder
Clerk of the Board:	Nancy Allen for 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	BOARD OF AMBULANCE DISTRICT <ul style="list-style-type: none"> Ryan O’Hearn, Pocatello Fire Chief, seeking approval and potential signature on for Capital Purchase from Zoll for Ventilators (requested 10 minutes) (action item)
4	BOARD OF COMMISSIONERS <ul style="list-style-type: none"> Tony Manu, Sheriff, requesting signature on Purchase and Sale Agreement for sale of K9 to handler (requested 5 minutes) (action item)
5	<ul style="list-style-type: none"> Kiel Burmester, Public Works Director, requesting to discuss electrical issues with road chipper; this would cost \$80,000 to \$90,000 to replace. Timeline for replacement parts is unknown. Single source for repairs with lead time of up to a year. Request is to purchase a new road chipper. (requested 5 minutes) (action item)
6	<ul style="list-style-type: none"> Alisse Foster, Subdivision Planner, seeking approval and potential signature on Agreement of Cooperative Action Inspection of Building Activities within the City of McCammon (requested 5 minutes) (action item)
7	<ul style="list-style-type: none"> Shanda Crystal, Chief Procurement Officer, request to discuss 1) recommendation to award the Exhibit Hall Plumbing Invitation to Bid, 2) recommendation to award the Exhibit Hall HVAC Invitation to Bid, 3) potential signature on contract with Headwaters Construction, and 4) request to waive Planning & Development fees for County construction projects (requested 10 minutes) (action item)
8	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:

Meeting Notes

- 1 9:01 AM Moser called the meeting to order.
- 2 9:01 AM Crowder moved to approve the release of lien. The motion passed.
- 3 9:02 AM Crowder moved to enter into the Ambulance District. The motion passed. O’Hearn reviewed the request to purchase three ventilators. The AFG Grant was denied, so now he is requesting to move forward with the budgeted capital purchase. Discussion ensued on costs. Crowder moved to approve the expenditure. The motion passed. Moser moved to exit the Board of Ambulance. The motion passed.
- 4 9:20 AM Klauser explained that two canines were recently received to replace one that passed away and one that is retiring. The request is to allow the handler to purchase the retiring canine for \$1 to remain with its family. Crowder moved to approve the request. The motion passed.
- 5 9:07 AM Burmester reviewed the chipper electrical repair will be at least a year and requested to purchase a new road chipper. Crowder moved to approve the purchase. The motion passed.
- 6 9:11 AM Foster reviewed the McCammon agreement to complete plan reviews and building inspections. Crowder moved to approve the agreement. The motion passed.
- 7 9:14 AM Facilities Director Dan Kendall also appeared. Crystal recommended awarding Exhibit Hall plumbing bid to Portneuf Valley Plumbing for \$81,700. Crowder moved to award the bid as requested. The motion passed.
9:15 AM Crystal recommended awarding the HVAC bid to Charron Air Conditioning with the amount to be determined. Crowder moved to award the bid. The motion passed.
9:18 AM Subdivision Planner Alisse Foster appeared. Crystal requested to waive Planning and Development fees for County projects that will run through County Planning. Crowder moved to approve waiving Planning fees for County construction projects. The motion passed.
- 8 9:23 AM Moser reviewed an invoice for the Fair building. Crowder moved to approve the invoice. The motion passed. Crowder moved to approve the salary forms. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved release of lien.	Indigent
Approved entry/exit Board of Ambulance and ventilator purchase.	Ambulance
Approved sale agreement for K9.	Sheriff
Approved road chipper purchase.	Public Works
Approved Agreement of Cooperative Action Inspection of Building Activities with McCammon.	Planning
Awarded Exhibit Hall plumbing bid to Portneuf Valley Plumbing and HVAC bid to Charron Air Conditioning.	Procurement/Facilities
Approved waiving Planning fees for County projects.	Planning/Facilities
Approved invoice and salary forms.	Auditing/Resolution