



# MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

## Meeting Details

Date of Meeting:	Monday, December 23, 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

## Agenda Details

AGENDA	
1	<p>Claims Meeting and Regular Business Meeting (action items)</p> <p><b>Agenda:</b></p> <ul style="list-style-type: none"> <li>• Board of Ambulance District: Invoices and Commissioner Report</li> <li>• Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications</li> <li>• Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&amp;(b) regarding personnel with potential action following adjournment of Executive Session</li> <li>• ARPA Invoices</li> <li>• Payroll Report</li> <li>• Alcohol Licenses and Permits</li> <li>• Certificate of Residency Approval</li> <li>• Mileage Reimbursement Requests</li> <li>• Technology Request Form</li> <li>• Memorandum Authorization for Accounts Payable</li> <li>• Cardholder User Authorization</li> </ul> <p><b>Business Meeting Agenda:</b></p> <p><b>BOARD OF COMMISSIONERS</b></p> <p>MEETING CALL TO ORDER, AGENDA CHANGES &amp; AGENDA APPROVAL (action item)</p>
2	<ul style="list-style-type: none"> <li>• Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)</li> </ul>
3	<ul style="list-style-type: none"> <li>• Shanda Crystal, Chief Procurement Officer, requesting to discuss (1) potential signature on a contract with Legacy Fire Protection, LLC; (2) potential signature on a contract with Superior Asphalt; (3) potential signature on two contracts with M2 Automation; (4) potential signature on contract amendment with Headwaters Construction Company, and; (5) potential signature on contract with Rocky Mountain Power (requested 10 minutes) (action item)</li> </ul>
4	<p><b>RESOLUTIONS AND ORDINANCES (action items):</b></p> <p>Resolution No. 2024-78 Authorization to Exchange or Trade County Assets/Property</p> <p>Resolution No. 2024-79 Authorization to Dispose Surplus Assets/Property</p>
5	<p><b>CONSENT AGENDA (action items):</b></p> <ul style="list-style-type: none"> <li>• Manual Checks</li> <li>• Alcohol Licenses and Catering Permits</li> <li>• Certificate of Residency Approval</li> <li>• Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&amp;(b) regarding personnel with potential action following adjournment of Executive Session</li> <li>• Technology Forms</li> </ul>

- Minutes: Approval of Meeting Minutes from December 12 and 17, 2024, and Certification of Said Minutes

## Meeting Notes

- 9:58 AM Moser called the meeting to order.  
10:02 AM Hough moved to approve the invoices. The motion passed.
- 9:58 AM Community Resources and Advocacy Director Shantal Lauulu reviewed applications for cremation assistance for case numbers 20250014 and 20250015. Hough moved to approve case numbers 20250014 and 15. The motion passed.  
9:59 AM Hough 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.  
10:02 AM Hough moved to exit executive session. The motion passed. Hough moved for case number 20100246 to approve the request. The motion passed.
- 10:03 AM Crystal requested approval of a contract with Legacy Fire Protection for a fire suppression system for the Exhibit Hall in the amount of \$62,775. Hough moved to approve the contract. The motion passed.  
10:04 AM Crystal requested approval of a contract with Superior Asphalt for paving at the Sheriff’s Office parking lot for \$172,737.50. Hough moved to approve the contract. The motion passed.  
10:06 AM Crystal requested approval of a contract with M2 Automation for metal detectors under a piggyback contract for \$81,927.93. Hough moved to approve the contract. The motion passed.  
10:07 AM Crystal requested approval of a contract with M2 Automation for intercom upgrades under a piggyback contract for \$642,891.63. Hough moved to approve the contract. The motion passed.  
10:08 AM Crystal requested approval of an amendment to the contract with Headwaters for contingency obligations for \$245,000. Hough moved to approve the contract. The motion passed.  
10:09 AM Crystal requested approval of a contract with Rocky Mountain Power to install power to the Exhibit Hall for \$18,075. Hough moved to approve the contract. The motion passed.
- 10:11 AM Moser reviewed the resolutions. Hough moved to approve Resolutions 2024-78 and 79. The motion passed.
- 10:12 AM Moser reviewed the consent agenda included minutes. Crowder requested a change to the December 12 minutes. Hough moved to approve the minutes with the requested amendment. The motion passed.

## Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved invoices.	Auditing
Approved case numbers 20250014 and 20250015 for cremation assistance; and entry/exit executive session and approval of request for 20100246.	Indigent
Approved contracts with Legacy Fire Protection for Exhibit Hall fire suppression for \$62,775; Superior Asphalt for Detention Center paving phase 2 for \$172,737.50; M2 Automation for metal detectors for \$81,927.93; M2 Automation for jail intercom upgrades for \$642,891.63; Headwaters Construction for change order contingencies for \$245,000; and Rocky Mountain Power to install power to Exhibit Hall for \$18,075.	Procurement
Approved Resolution Nos. 2024-78 Authorization to Exchange or Trade County Assets/Property and 2024-79 Authorization to Dispose Surplus Assets/Property.	Clerk
Approved minutes with one change.	Clerk

In The Matter of AUTHORIZATION )  
TO EXCHANGE OR TRADE )  
COUNTY ASSETS/PROPERTY )

R.S. No 2024-78  
December 23, 2024

**RESOLUTION**

WHEREAS, Idaho Code §§31-807 and 31-808 vest the power and authority to manage real and personal property for the benefit of the County with the Board of County Commissioners; and

WHEREAS, Idaho Code §31-829 provides that whenever any elected official has any property belonging to the county under his/her jurisdiction or control which, in his/her judgment, is obsolete, worn, or damaged and is of greater value on a trade-in or exchange, with the consent of the Board, he/she may trade-in or exchange such property and apply its trade-in value on the purchase price of the replacement; and

WHEREAS, the following assets/property have been determined to be obsolete and worn and are of no further use to the County:

Quantity	Description	County Asset Number/VIN
1	2000 Caterpillar 416 C	4ZN20754
1	1999 Caterpillar 950 G	3JW00810
1	2017 Caterpillar 160 M3 AWD	N9T00248

and

WHEREAS, it was determined to be in the best interest of the County to trade-in the above equipment as follows:

2000 Caterpillar trade in value of \$15,000 toward 2024 Backhoe Loader

1999 Caterpillar trade in value of \$35,000 toward 2024 Wheel Loader

2017 Caterpillar trade in value of \$200,000 with a payoff of \$185,000 toward 2024 Motorgrader

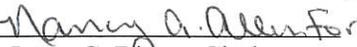
NOW THEREFORE, IT IS HEREBY RESOLVED that the department is hereby authorized to trade-in the above property and apply the values toward the replacement equipment.

BOARD OF BANNOCK COUNTY COMMISSIONERS

  
Ernie Moser, Chair

  
Jeff Hough, Member

  
John Crowder, Member

ATTEST:   
Jason C. Dixon, Clerk

**RESOLUTION**

WHEREAS, Idaho Code §§31-807 and 31-808 vest the power and authority to manage real and personal property for the benefit of the County with the Board of County Commissioners; and

WHEREAS, Idaho Code §31-829 provides that whenever any elected official has any personal property belonging to the county under his/her jurisdiction or control which, in his/her judgment, is of no further use to the county, he/she may, with the consent of the Board of County Commissioners, dispose of the property through sale or other means; and

WHEREAS, the following assets/property are of no further use to the County:

Quantity	Description	County Asset Number/VIN
1	2015 Dodge Durango	1C4SDJFT3FC923312
1	2017 Dodge Durango	1C4SDJFT8HC723268
1	2018 Dodge Durango	1C4SDJFT2JC316990
1	2018 Dodge Durango	1C4SDJFT4JC316991
1	Leading Edge PV 35 drone and salvageable parts	Damaged

and

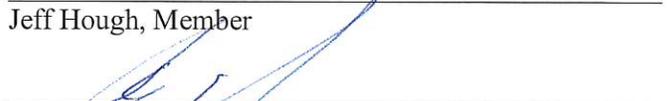
WHEREAS, it was recommended to send the vehicles to auction and sell the salvable drone parts to Franklin County.

NOW THEREFORE, IT IS HEREBY RESOLVED that the above property is declared to be surplus and the vehicles be sent to auction and the drone's salvable parts sold to Franklin County.

BOARD OF BANNOCK COUNTY COMMISSIONERS

  
Ernie Moser, Chair

Jeff Hough, Member

  
John Crowder, Member

ATTEST:   
Jason C. Dixon, Clerk

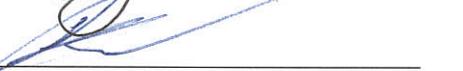
**BOARD OF BANNOCK COUNTY COMMISSIONERS  
MINUTE CERTIFICATION**

We, the Board of Bannock County Commissioners, hereby certify approval of the minutes of the Bannock County Commissioners' meetings inclusive of the dates of December 12 and 17, 2024, as approved during the meeting of December 23, 2024.

BOARD OF BANNOCK COUNTY COMMISSIONERS

  
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Ernie Moser, Chair

  
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Jeff Hough, Member

  
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John Crowder, Member

ATTEST:

  
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Jason C. Dixon, Clerk