



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Monday, December 30, 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 Matt Phillips

Agenda Details

AGENDA	
1	<p>Claims Meeting and Regular Business Meeting (action items)</p> <p>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 • ARPA Invoices • Payroll Report • Alcohol Licenses and Permits • Certificate of Residency Approval • Mileage Reimbursement Requests • Technology Request Form • Memorandum Authorization for Accounts Payable • Cardholder User Authorization <p>Business Meeting Agenda:</p> <p>BOARD OF COMMISSIONERS</p> <p>MEETING CALL TO ORDER, AGENDA CHANGES & AGENDA APPROVAL (action item)</p>
2	<ul style="list-style-type: none"> • Matthew K. Phillips, Human Resources and Risk Management Director, seeking approval of the 2025 Employee Wellness Calendar utilizing Healthy City USA’s programs and those of other partners as well (requested 5 minutes) (action item)
3	<ul style="list-style-type: none"> • Torey Danner, Coroner, requesting to renew a Memorandum of Understanding with the Idaho State Police (requested 5 minutes) (action item)
4	<ul style="list-style-type: none"> • Signature on Right of Way Easement (action item)
5	<p>RESOLUTIONS AND ORDINANCES (action items):</p> <p>Resolution No. 2024-80 Accepting the Construction Bond for the Coyote Hollow Subdivision Phase 4</p>
6	<p>CONSENT AGENDA (action items):</p> <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 from December 19 and 23, 2024, and Certification of Said Minutes

Meeting Notes

- 1 9:58 AM Moser called the meeting to order. Hough moved to approve the invoices, Commissioner report, and credit applications. The motion passed. Hough moved to approve the payroll report. The motion passed. Hough moved to approve the salary forms. The motion passed.
- 2 10:02 AM Micaela Prochazka from Healthy City USA also appeared and reviewed the goals of program, and health challenges. Phillips requested to partner with Healthy City for the “Fresh Start” challenge and piggyback on their events. Hough moved to support participation in the events. The motion passed.
- 3 10:10 AM Danner requested a one-year extension for forensic toxicology services with ISP. Questions were addressed on the use of testing and the trends of overdose numbers. Hough moved to approve the MOU with ISP. The motion passed.
- 4 10:16 AM Hough moved to approve the Rocky Mountain Power easement request. The motion passed.
- 5 10:16 AM Hough moved to approve Resolution 2024-80. The motion passed.
- 6 10:17 AM Moser reviewed the consent agenda included minutes. Hough moved to approve the minutes. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved invoices, Commissioner report, credit applications, payroll report, and salary forms.	Auditing/Resolution
Approved coordination and event participation with Healthy City USA.	HR
Approved MOU with Idaho State Police for toxicology services.	Coroner
Approved Right of Way Easement to Rocky Mountain Power for Exhibit Hall.	Facilities
Approved Resolution 2024-80 Accepting the Construction Bond for the Coyote Hollow Subdivision Phase 4.	Clerk
Approved minutes.	Clerk

In the Matter of ACCEPTING THE)
CONSTRUCTION BOND FOR THE)
COYOTE HOLLOW SUBDIVISION PHASE 4)

R.S. 2024-80
December 30, 2024

RESOLUTION

WHEREAS, Jon Thuernagle, on behalf of Net Prophet, LLC, has proposed a subdivision of 18 residential dwelling lot and 3 access lots with a proposed name of Coyote Hollow Subdivision Phase 4; and

WHEREAS, pursuant to Bannock County Subdivision Ordinance 1997-4, Section 304.C, a developer may post a bond with the County sufficient to complete unfinished improvements in order to record the approved plat before improvements are completed; and

WHEREAS, Jon Thuernagle submitted a signed Agreement to Complete Work with a performance bond in the amount of \$19,250, an amount of 110% of the estimated improvements, and a date of May 31, 2025, to have the work completed; and

WHEREAS, the Board of Bannock County Commissioners reviewed said proposal, agreement, and final plat on December 19, 2024.

NOW, THEREFORE, BE IT RESOLVED that the agreement and bond are accepted for Coyote Hollow Subdivision Phase 4, thereby allowing the approved plat to be recorded, and that the bond be released pursuant to Ordinance 1997-4, Section 304.C.

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 19 and 23, 2024, as approved during the meeting of December 30, 2024.

BOARD OF BANNOCK COUNTY COMMISSIONERS



Ernie Moser, Chair



Jeff Hough, Member



John Crowder, Member

ATTEST:



Jason C. Dixon, Clerk