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Commissioners' Agenda

The Board of County Commissioners (BOCC) is comprised of the three elected County Commissioners: Ernie Moser (District 1, Chair), Jeff Hough (District 2), and John Crowder (District 3). The BOCC generally meets twice a week: regular business meetings are on **Tuesdays at 9:00 a.m.** and work sessions are on **Thursdays at 9:00 a.m.** Meetings are generally held in the Commissioner's Chambers at 624 E Center, Room 212, Pocatello, Idaho, unless otherwise noted. During these meetings, the BOCC may: approve contracts, expend funds, hear testimony, make decisions on land use cases and take care of other County matters, and are open to the public.

Times subject to change within 15 minutes of stated time.

Tuesday, January 7, 2025

9:00 AM Business Meeting (action item)

BOARD OF COMMISSIONERS

MEETING CALL TO ORDER, AGENDA CHANGES & AGENDA APPROVAL (action item)

- Executive Session under Idaho Code 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement with potential action following adjournment of Executive Session (action item)
- Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)

BOARD OF AMBULANCE DISTRICT

- Ryan O'Hearn, Pocatello Fire Chief, requesting approval for a grant extension for the 2022 Assistance to Firefighters Grant (requested 10 minutes) (action item)

BOARD OF COUNTY COMMISSIONERS

- Kristi Klauser, Comptroller, requesting approval of unemployment for Quarter 4 of 2024 with possible Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following Executive Session (requested 5 minutes) (action item)

RESOLUTIONS AND ORDINANCES (action items):

Resolution No. 2025-01 Approving December 2024 Alcohol Licenses

Resolution No. 2025-02 Approving December 2024 Salaries

Resolution No. 2025-03 Self-Certification to Increase Micro-Purchase Threshold for Federal Funds

LETTERS AND NOTICES (action items):**SIGNATURE ONLY (action items):**

Commissioner Proceedings for December 2024

CONSENT AGENDA (action items):

- 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 December 30, 2024, and January 2, 2025, and Certification of Said Minutes

11:00 AM Public Hearing Transfer of Development Rights (action item)

BANNOCK COUNTY COMMISSIONERS

624 E. Center St., Pocatello, ID 83201
 Phone: (208) 236-7210 • Fax: (208) 232-7363



ERNIE MOSER
 Commissioner
 1st District

JEFF HOUGH
 Commissioner
 2nd District

JOHN CROWDER
 Commissioner
 3rd District

Business Meeting Agenda Request Form

The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:15 a.m.** in the Commissioners' Chambers in the Bannock County Courthouse, Room 212; 624 E Center Pocatello, Idaho or as noticed **48 hours** prior to the meeting at <https://bannockcounty.us/commissioners/>. The Commissioners also hold meetings throughout the week as coordinated with the Commissioners' staff. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special accommodations to participate in public meetings should contact the Commissioners' Office at 208-236-7210, three to five working days before the meeting.

Requestor Name:

Commission

Department:

Requestor Email:

Commission@bannockcounty.us

Item(s) to be considered:

Executive Session under Idaho Code 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement with potential action following adjournment of Executive Session (action item)

Date of meeting being requested:

01/07/2025

Time requested:

10 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

No

Contract/Agreement Begin Date:

Contract/Agreement End Date:

List of additional attendees:

BANNOCK COUNTY COMMISSIONERS
624 E. Center St., Pocatello, ID 83201
Phone: (208) 236-7210 • Fax: (208) 232-7363



ERNIE MOSER
Commissioner
1st District

JEFF HOUGH
Commissioner
2nd District

JOHN CROWDER
Commissioner
3rd District

AGENDA REQUEST FORM

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E-mail this completed form and any supporting documents to agendarequest@bannockcounty.us by NOON on the Thursday prior to the scheduled meeting.

Name/Department:

Ambulance District

Item to be considered/background:

Extension of 2022 Assistance to Firefighters Grant

How much time will be needed? Meeting date requested:

10 minutes

1/7/25

Does this item involve a contract, agreement, external funding application or award acceptance?

YES NO

Have all supporting documents been included with this form?

YES NO

List of attendees:

Assistant Chief Grow, Autumn Baker

Please include any supporting documents with your Agenda Session Request Form.

Commissioner Office Only:

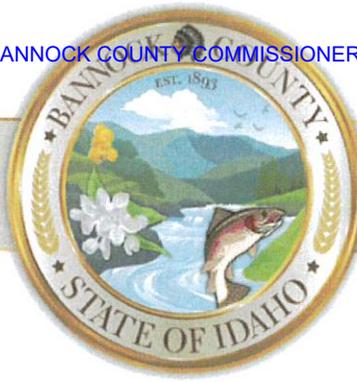
Date: 1/7/24 Time: _____

TO: BANNOCK COUNTY COMMISSIONERS
FROM: RYAN O'HEARN, BANNOCK COUNTY AMBULANCE DISTRICT
SUBJECT: 2022 AFG FOR PARAMEDIC TRAINING
DATE: JANUARY 7, 2025
CC: KRISTI DAVENPORT, KRISTI KLAUSER, AUTUMN BAKER

The Bannock County Ambulance District seeks approval to request a one-year extension to the 2022 Assistance to Firefighters Grant. In August of 2023, the District received a grant from FEMA to training paramedics. The grant obligated \$139,090.91 in federal resources with a \$13,909.09 local match requirement. To date, the District has expended approximately \$77,000 in federal resources and met the 10% local match requirement for the monies expended. When we submitted the grant application, we used a school in Boston, MA to estimate the projected funding needed. In the interim, a local training option in Madison County, Idaho has become available. This new training opportunity has resulted in decreased expenditures for paramedic training. This has resulted in a substantial amount of federal funding that was not executed.

The District would like to submit a letter to FEMA to request a one-year extension to the grant. The current grant will end in August of 2025. A one-year extension would increase the performance period to August of 2026. An extension would allow us to train at least two additional people to increase the number of licensed paramedics in our service. We recently had one paramedic retire and one promoted to engineer. The opportunity to train two additional paramedics will help our service continue to meet the growing needs of our community.

BANNOCK COUNTY COMMISSIONERS
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Requestor Name:

Kristi Klauser

Department:

Auditing

Requestor Email:

kristik@bannockcounty.us

Item(s) to be considered:

Approval of Unemployment Q4 2024 - this may require executive session under IC 74-206(1) (a) & (b).

Date of meeting being requested:

01/07/2025

Time requested:

5 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

No

Contract/Agreement Begin Date:

Contract/Agreement End Date:

List of additional attendees:

In the Matter of APPROVING)
DECEMBER 2024 ALCOHOL LICENSES)

R.S. No. 2025-01
January 7, 2025

RESOLUTION

WHEREAS, in the month of December 2024, the following have applied for the following licenses and have been issued permits by the District Health Department and do not have any disqualifications;

NOW, THEREFORE, BE IT RESOLVED that the following applications for licenses/permits be approved.

DATE APPROVED	LIC #	TOTAL	OWNER/ APPLICANT	DBA/Event
12/06/2024	ACP2024-008	\$20.00	SAND TRAP GRILL	CHRISTMAS PARTY
12/06/2024	ABL2024-170	\$175.00	BANNOCK COUNTY	PORT CONCESSIONS

BOARD OF BANNOCK COUNTY COMMISSIONERS

Ernie Moser, Chairman

Jeff Hough, Member

John Crowder, Member

ATTEST: _____
Jason C. Dixon, Clerk

In the Matter of APPROVING)
DECEMBER 2024 SALARIES)

R.S. No. 2025-02
 January 7, 2025

RESOLUTION

WHEREAS, salary approval forms, for the month of December 2024, have been submitted for approval by the Board of County Commissioners;

NOW, THEREFORE, BE IT RESOLVED that the following salaries are approved by the Board:

Date Approved	Name – Reason for Change Department – Position	Salary & Effective Date
12/06/2024	April Scism – Replacing Sylvia Hirschi Jail – Classification/Booking Deputy	\$18.47/hr 12/07/2024
12/10/2024	Maritza Rodriguez – Temp Intern County Operations – Web Design Intern	\$7.25/hr 01/13/2025
12/12/2024	Kameron Sluder – Replacing Dusden Dursteler Solid Waste – Operator 2	\$21.07/hr 12/23/2024
12/12/2024	Kenneth Bullock – Replacing John Crowder Commission – Commissioner – District 3	\$3,189.76/biweekly 01/13/2025
12/12/2024	Ian Johnson – Replacing Stephen Herzog Prosecutor – Prosecutor	\$4,807.69/biweekly 01/13/2025
12/12/2024	Todd Ramirez – Replacing Monica Sanada District Court – Judicial Assistant – Judge Jarman	\$21.07/hr 12/23/2024
12/12/2024	Amanda Freckleton – Replacing Karla Holms District Court – Judicial Assistant – Judge Gabiola	\$24.40/hr 12/23/2024
12/12/2024	Monica Sanada – Replacing Amanda Freckleton District Court – Judicial Assistant – Judge Carnaroli	\$22.35/hr 12/23/2024
12/17/2024	Alexis Jorgensen – Replacing Terrence Pocatilla Family Court Services/DV Court – High Risk Team Coordinator	\$19.68/hr 01/06/2025
12/17/2024	Janet Franklin – E. Tognetti Prosecutors – Sr. Deputy Prosecuting Attorney	\$3,334.40/biweekly 12/30/2024
12/17/2024	Jessica Conn – Replacing LuAnn Losee Clerk/Recorder/Auditor – Payroll Tech	\$25.78/hr 12/30/2024
12/17/2024	LuAnn Losee – Replacing Mandy Keller Clerk/Recorder/Auditor – Grant Coord/Management Asst	\$24.83/hr 12/30/2024
12/17/2024	Brody Fink – Replacing Kayden Cummings Jail – Corporal Detention Division	\$26.35/hr 01/11/2025
12/17/2024	Stephan Gordon – Completed introductory period Jail – Deputy Detention Division	\$23.52/hr 01/08/2025
12/23/2024	Aren Manu – Replacing Riley Williams Parks & Event Center – Assistant Operations Manager	\$25.78/hr 12/29/2024
12/30/2024	Austin McNabb – Replacing Kobe Lusk Jail – Deputy Detention Division	\$23.00/hr 01/13/2025

12/30/2024	Megan Shutes – Replacing Karen Kindaro Sheriff – Drivers License Tech	\$17.22/hr 01/11/2025
12/30/2024	Ben Bagley – Part-time Juvenile Detention – On-call Juvenile Detention Deputy	\$19.68/hr 01/13/2025
12/30/2024	Kyle Au’Court – Completed Introductory and Passed POST Jail – Deputy Detention Division	\$23.52/hr 01/11/2025
12/30/2024	Jadrienne Stalder – Replacing Amber Asper Jail – Classification/Booking Deputy	\$18.47/hr 01/11/2025

BOARD OF BANNOCK COUNTY COMMISSIONERS

Ernie Moser, Chairman

Jeff Hough, Member

John Crowder, Member

ATTEST: _____
Jason C. Dixon, Clerk

In the Matter of SELF-CERTIFICATION)
 TO INCREASE MICRO-PURCHASE)
THRESHOLD FOR FEDERAL FUNDS)

R.S. 2025-03
 January 7, 2025

RESOLUTION

WHEREAS, Bannock County, from time to time, receives federal funding for the purpose of purchasing goods and services that are subject to the procurement standards in the Uniform Guidance in 2 C.F.R. Part 200; and

WHEREAS, procurement of such goods and services is also subject to Idaho Code Title 67, Chapter 28 Purchasing by Political Subdivisions and the Bannock County Procurement Policy; and

WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(ii), micro-purchases can be awarded without soliciting competitive price or rate quotations if the price has been considered to be reasonable based on research, experience, purchase history or other information and documents that should be documented; and

WHEREAS, pursuant to 2 C.F.R. 200.320(a)(1)(iii), Bannock County is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures; and

WHEREAS, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), a micro-purchase threshold not to exceed \$50,000 can be made with an annual self-certification and documentation maintained and made available to a Federal awarding agency and auditors in accordance with 2 C.F.R. § 200.334; and

WHEREAS, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), such self-certification must include (1) a justification for the threshold, (2) a clear identification of the threshold, and (3) supporting documentation; and

WHEREAS, 2 C.F.R. §200.320(a)(iv)(C) allows a higher threshold consistent with State law for public institutions; and

WHEREAS, Idaho Code §§67-2805 and 2806 require solicitation of quotes for procurements at or above \$50,000 for construction projects and \$75,000 for services/personal property; and

WHEREAS, Bannock County's Procurement Policy sets thresholds that follow State law; and

WHEREAS, increasing the federal micro-purchase threshold will ensure procurement compliance and uniformity for all County purchases;

NOW, THEREFORE, BE IT RESOLVED, in accordance with 2 C.F.R. §200.320(a)(1)(iv) and Idaho law, the Board hereby self-certifies the micro-purchase threshold, which is a “higher threshold consistent with State law” under 2 C.F.R. § 200.320(a)(1)(iv)(C) for procurements with federal funds at \$50,000, which is at or below Bannock County’s Procurement Policy and Idaho Code thresholds.

BANNOCK COUNTY COMMISSIONERS

Ernie Moser, Chair

Jeff Hough, Member

John Crowder, Member

Attest: _____
Jason C. Dixon, Clerk

BOARD OF BANNOCK COUNTY COMMISSIONERS' PROCEEDINGS – December 2024

The following is a synopsis of proceedings, pursuant to Idaho Code §31-819, of the Board of Bannock County Commissioners for December 2024, to wit, of which a complete set of minutes is on file at the Bannock County Clerk's Office, Pocatello, Idaho, or can be found online at www.bannockcounty.gov.

Dec 6: Approved invoices, Commissioner report, credit applications, salary form, and alcohol licenses. Approved case numbers 2025001, 20250012, and 20250013 for cremation assistance. Approved contracts with Teton Smart Security for the Exhibit Hall fire alarm for \$9,882; Idaho Wholesale Hardware for the Exhibit Hall doors for \$46,159; and Razor Electric for the Exhibit Hall Electrical bid award for \$144,200. Approved final plat for Westfield Estates Division 5. Declined issuing statement of ten year warranty. Approved equipment leases with CAT. Approved reallocation of ARPA funds from sheep barn to exhibit hall. Approved memo for anniversary recognition. Approved public hearing notices for TDR and road validation and November proceedings for publication.

Dec 10: Approved entry/exit Board of Ambulance, applying for AFG grant, and ambulance purchase through a piggyback contract. Approved agreement modification with Forest Service for parking lot ploughing. Approved contract with Thomson Reuters. Approved waterways report and remittance. Approved award acceptances for EMPG and SHSP grants, granting agency paying claims directly, and list of purchases paid by granting agency. Approved contracts for Exhibit Hall projects with Charron Air Conditioning for \$134,800, KJ Acoustics for \$16,185, and Portneuf Valley Plumbing for \$81,700. Approved entry/exit executive session – legal. Approved requesting ISU include payment info in MOU. Approved salary form and certificates of residency through consent.

Dec 12: Approved amended agenda, Commissioner report, invoices, credit application, salary forms, and payroll report. Approved budget revisions for BLM Good Neighbor Authority Grant. Approved contracts with Day Wireless and 21st Century. Approved Termination of MOU with ISU.

Dec 17: Approved vehicle auction for Sheriff vehicles pending legal review of auction. Approved sale of salvaged drone parts to Franklin County pending legal review. Approved agreement with Clima-Tech. Approved contracts with Direct Communications for \$12,000 for the Exhibit Hall and Razor Electric for \$2,000 for work in the deputy stations. Approved contracts for building activities with Arimo and Downey. Approved contract with ApplicantPro for additional module and HR's electronic signature. Approved acceptance of FY24 JAG grant online. Approved entry/exit executive session – personnel, and exceptional placement for attorney. Approved Resolution Nos. 2024-76 Approving November 2024 Salaries and 2024-77 Approving November 2024 Alcohol Licenses. Approved hold harmless agreement with Morrison. Approved salary forms and minutes through consent.

Dec 19: Approved invoices, Commission report, credit applications, and salary forms. Approved fuel bid change to higher octane level. Approved Annual Operating Plan with FS and Master Challenge Cost Share Agreement with IDPR. Approved bond agreement and plat for Coyote Hollow Subdivision Phase 4. Approved public defense report, road report, and ARPA

obligations for metal detectors, paving, and contingency for YDC. Approved quit claim deed. Approved entry/exit Board of Ambulance and professional sales agreement.

Dec 23: Approved invoices. Approved case numbers 20250014 and 20250015 for cremation assistance; and entry/exit executive session and approval of request for 20100246. 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. Approved Resolution Nos. 2024-78 Authorization to Exchange or Trade County Assets/Property and 2024-79 Authorization to Dispose Surplus Assets/Property. Approved minutes with one change.

Dec 30: Approved invoices, Commissioner report, credit applications, payroll report, and salary forms. Approved coordination and event participation with Healthy City USA. Approved MOU with Idaho State Police for toxicology services. Approved Right of Way Easement to Rocky Mountain Power for Exhibit Hall. Approved Resolution 2024-80 Accepting the Construction Bond for the Coyote Hollow Subdivision Phase 4. Approved minutes.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Ernie Moser, Chair

Jeff Hough, Member

John Crowder, Member

Attest: _____
Jason C. Dixon, Clerk

Published: January 11, 2025

**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 30, 2024, and January 2, 2025, as approved during the meeting of January 7, 2025.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Ernie Moser, Chair

Jeff Hough, Member

John Crowder, Member

ATTEST:

Jason C. Dixon, Clerk



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



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Thursday, January 2, 2025
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 and Comptroller Kristi Klauser

Agenda Details

AGENDA	
1	<p>Claims Meeting and Work Session (action items)</p> <p>Claims 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>Work Session Agenda:</p>
2	<ul style="list-style-type: none"> • Bridger Morrison, City of Chubbuck, requesting signature on a Grant of Easement (action item)
3	<ul style="list-style-type: none"> • Scott Crowther, Business Manager and Event Director, requesting a (1) waiver of fees for the bleachers for the Lava Chamber of Commerce annual Fire and Ice Winterfest, and; (2) signature approving leave without pay for an employee (requested 5 minutes) (action item)
4	<ul style="list-style-type: none"> • Jason Dye, Trial Court Administrator, regarding review of and potential signature on Intergovernmental Agreement for Professional or Consultant Services with the State of Idaho Department of Juvenile Corrections (requested 5 minutes) (action item)
5	<ul style="list-style-type: none"> • Kristi Klauser, Comptroller, seeking signature on titles for Sheriff vehicles previously approved to go to auction (requested 5 minutes) (action item)
6	<ul style="list-style-type: none"> • Signature on Notice of Trespass (action item)

Meeting Notes

- 1 8:59 AM Moser called the meeting to order. Hough moved to approve the Commissioner report. The motion passed. Hough moved to approve the salary form. The motion passed.

- 2 9:00 AM Morrison reviewed the easement previously requested. Hough moved to approve the easement. The motion passed.
- 3 9:01 AM Tyson Koester from Lava Hot Springs Chamber of Commerce and Fair Board Member D'Lyn Evans appeared. Crowther reviewed the request to rent the bleachers and a partial fee waiver. Koester reviewed the event and request. Discussion ensued on insurance. Hough moved to approve the contract with the insurance blank filled in for \$1 million. The motion passed.
9:07 AM Crowther reviewed a request for leave without pay. Hough moved to approve the leave without pay request. The motion passed.
- 4 9:12 AM Treatment Court Manager Jared Marchand and D6 Director Ashley Bringhurst appeared. Bringhurst presented a contract with Idaho Department of Juvenile Corrections and indicated the services are already provided and it has been requested to sign a contract. Hough moved to approve the Intergovernmental Agreement. The motion passed.
- 5 9:14 AM Klauser requested signature on titles for the Sheriff's auction vehicles. Hough moved to approve signature on the titles. The motion passed.
- 6 9:15 AM Corporal Jen Warner requested approval of a notice of trespass due to verbal threats against a judge. Hough moved to approve the trespass notice. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved Commission report and salary form.	Auditing/Resolution
Approved easement to City of Chubbuck.	Public Works
Approved bleacher rental and partial fee waiver for Lava Hot Springs Chamber of Commerce.	Parks & Rec
Approved leave without pay.	Parks & Rec/Auditing
Approved contract with IDJC for D6 services.	D6
Approved signature for vehicle titles.	Auditing
Approved notice of trespass.	Court Marshals