



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, March 11, 2025
Commissioners present:	Ernie Moser, Jeff Hough, and Ken Bullock
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Nancy Allen and Attorney Jon Radford

Agenda Details

AGENDA	
	Business Meeting (action items)
	Agenda:
1	<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)
2	<ul style="list-style-type: none"> Charity Staggs, SICOG, seeking signature on Lava Ranches Memorandum of Understanding with Idaho Department of Lands (requested 5 minutes) (action item)
3	<ul style="list-style-type: none"> Kristi Klausner, Auditing, requesting to review the FY26 Budget calendar (requested 5 minutes) (action item)
4	RESOLUTIONS AND ORDINANCES (action items): Resolution No. 2025-19 Authorization and Order to Reallocate Funds Resolution No. 2025-20 Authorizing the Delegation of Authority to the Business Manager and Event Director to Negotiate and Sign Contracts Resolution No. 2025-21 Approving Tax Cancellation Requests
5	SIGNATURE ONLY (action items): Commissioner Proceedings – February 2024
6	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: Approval of Meeting Minutes for February 27 and March 4, 2025, and Certification of Said Minutes

Meeting Notes

- 8:59 AM Hough called the meeting to order. 9:04 AM Moser 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. 9:08 AM Hough moved to exit executive session. The motion passed. Hough shared that discussion included the request to forgive an indigent balance. Moser moved to deny the request with the information received. The motion passed.

- 2 8:59 AM Staggs reviewed the Lava Ranches Phase 2 MOU and shared legal’s concerns on reimbursement. Discussion ensued on the federal funding pause. Hough moved to approve the MOU. The motion passed.
- 3 Rescheduled.
- 4 9:02 AM Hough moved to approve Resolution Numbers 2025-19, 20, and 21. The motion passed.
- 5 9:04 AM Hough reviewed the proceedings and minutes. Moser moved to approve signature. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Denied request to forgive indigent medical balance.	Indigent
Approved MOU with Idaho Department of Lands for Lava Ranches Phase 2 fuels reduction project.	OEM/Grant Team
Approved Resolution Nos. 2025-19 Authorization and Order to Reallocate Funds; 2025-20 Authorizing the Delegation of Authority to the Business Manager and Event Director to Negotiate and Sign Contracts; and 2025-21 Approving Tax Cancellation Requests.	Clerk
Approved Commissioner Proceedings and minutes.	Clerk

RESOLUTION

WHEREAS, a request was considered to reallocate funds to cover higher than anticipated costs for the Chambers remodel; 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, this reallocation 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: 110105-46100

Amount: \$ 35,000

From Line: 110105-40200

Amount: \$ 35,000

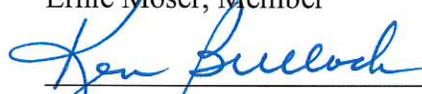
BOARD OF BANNOCK COUNTY COMMISSIONERS



Jeff Hough, Chair



Ernie Moser, Member



Ken Bullock, Member

ATTEST:



Jason C. Dixon, Clerk

In the Matter of AUTHORIZING THE)
DELEGATION OF AUTHORITY)
TO THE BUSINESS MANAGER AND)
EVENT DIRECTOR TO NEGOTIATE)
AND SIGN CONTRACTS)

R.S. No. 2025-20
March 11, 2025

RESOLUTION

WHEREAS, the Amphitheater, Portneuf Wellness Complex, and Event Center hold many events throughout the year, such as community events, Independence Day Celebration, or concerts; and

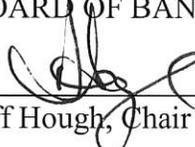
WHEREAS, concerts and sponsorship agreements require some negotiation and tight deadlines for contract acceptance and signature; and

WHEREAS, pursuant to Idaho Code §31-602, due to the nature of the business for events, the Board of County Commissioners desires to delegate the authority to negotiate and sign contracts for concerts and standard event sponsorships to Scott Crowther, Business Manager and Event Director; and

WHEREAS, a copy of the contracts must be remitted to the Bannock County Auditing office upon submission and approval;

NOW, THEREFORE, BE IT RESOLVED that Scott Crowther, Business Manager and Event Director, is delegated the authority to negotiate and sign contracts for concerts and standard event sponsorships with a copy forwarded to Auditing. The delegation of authority must be reviewed and redelegated annually. This authority is effective through January 20, 2026.

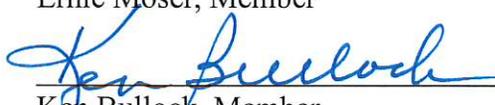
BOARD OF BANNOCK COUNTY COMMISSIONERS



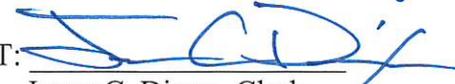
Jeff Hough, Chair



Ernie Moser, Member



Ken Bullock, Member

ATTEST: 

Jason C. Dixon, Clerk

RESOLUTION

WHEREAS, requests for cancellation of taxes were considered on February March 4, 2025; 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 March 4, 2025, for cancellation of **market value** for the **2024** tax year.

PARCEL NO.	OWNER	EXPLANATION	VALUE TO BE CANCELLED
RPRRDHS000600	Lot Owners Deer Hollow	Common Area	\$5,000.00
MHMHRSA002702	Sant, Carma	MH Removed (Landfill)	\$50 Fee
MHMHRSA002602	Sant, Carma	MH Removed (Landfill)	\$50 Fee
RPRCRG2000100	School Dist 25	Dist Acquired Allstate Bldg (23 & 24 Landfill)	\$300 Fee
RPRPPOC344500	School Dist 25	District Acquired Downard Funeral (Landfill)	\$150 Fee
RPRPTAS005000	Poc Neighbor Housing	Acquired Property (Landfill)	\$150 Fee
MHMH033009700	Morrison, Kile	MH Removed (Landfill)	\$50 Fee
MHMH033037100	Peterson, Wyatt	Tribal (Landfill)	\$50 Fee
RPR3803003000	Sho-Ban Tribes	Tribal (23 & 24 Landfill)	\$100 Fee
RPR4013006101	Big Bear Holdings	Improvement Removed 2022 (Landfill)	\$50 Fee
RPR4013007200	State of Idaho	State of Idaho (Landfill)	\$150 Fee
RPRCBPT001301	4914 Yellowstone LLC	Exempt (Landfill)	\$150 Fee
RPRCCPC042000	Yost, Kent L	Improvement Removed 2023 (Landfill)	\$50 Fee
RPRPPOC154100	Housing Authority	Exempt (Landfill)	\$50 Fee
RPRPPOC183700	Bannock County	Exempt (Landfill)	\$150 Fee
RPRPPOC242304	IHFA Comm Housing	Exempt (Landfill)	\$150 Fee

- (2) At the request of Assessor Anita Hymas, in a letter dated March 4, 2025, for cancellation of **market value** for the **2024** tax year.

PARCEL NO.	OWNER	EXPLANATION	VALUE TO BE CANCELLED
RPRCB12000500	Brookstone, LLC	Occupancy roll error - Not occupied	\$79,413
RPR4227024632	William and Lois Stolzenburg Living Trust	Occupancy roll error - Not occupied	\$206,214

BOARD OF BANNOCK COUNTY COMMISSIONERS

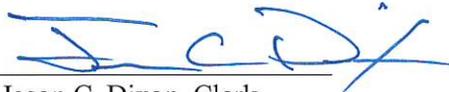


Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST:



Jason C. Dixon, Clerk

**BOARD OF BANNOCK COUNTY COMMISSIONERS
MINUTES 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 February 27 and March 4, 2025, as approved during the meeting of March 11, 2025.

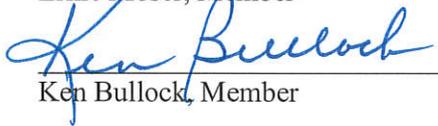
BOARD OF BANNOCK COUNTY COMMISSIONERS



Jeff Hough, Chair



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ATTEST:



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