



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Thursday, March 27, 2025
Commissioners present:	Ernie Moser, Jeff Hough, and Ken Bullock
Clerk of the Board:	Nancy Allen for Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, HR Director Matt Phillips, and Attorney Jon Radford

Agenda Details

AGENDA	
	Business Meeting (action items)
1	<ul style="list-style-type: none"> Hardship Hearing with possible Executive Session under Idaho Code §74-206(1)(d) to consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code, with potential action following adjournment of Executive Session (requested 10 minutes) (action item)
2	<ul style="list-style-type: none"> Matt Olsen, Juvenile Justice, requesting discussion pertaining to exceptional step placement with potential Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (requested 10 minutes) (action item)
3	<ul style="list-style-type: none"> Scott Crowther, Event Center, requesting approval (1) to purchase a new RICOH copier; (2) signature on scissor lift rental through Western States CAT, (3) trade of water truck for 180 fencing panels and hardware, (4) rental agreement with Idaho Junior High Division Rodeo Association State Finals (requested 5 minutes) (action item)
4	<ul style="list-style-type: none"> Levi Waldron, Detention Center, seeking to discuss a recommendation to award the Detention Center Diesel Generator Installation Invitation to Bid (action item)
5	<ul style="list-style-type: none"> (AMENDED to make executive) Discussion pertaining to Chief of Staff with possible Executive Session under Idaho Code 74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (requested 10 minutes) (action item)
6	Claims Agenda: <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 Payroll Report Alcohol Licenses and Permits Certificate of Residency Approval Mileage Reimbursement Requests Technology Request Form Memorandum Authorization for Accounts Payable Cardholder User Agreement and Authorization

Meeting Notes

- 1 9:00 AM Hough called the meeting to order and indicated that agenda items would be rearranged and there is an amendment. Moser moved to accept the amended agenda. The motion passed.
9:18 AM Moser moved to enter into executive session under Idaho Code §74-206(1)(d) to consider records that are exempt from disclosure. The motion passed by roll call vote. 9:36 AM Moser moved to exit executive session. The motion passed. Bullock moved to allow a deferment of payments for six months to come up with terms, look at it, propose to withhold monthly payment for six months without penalization. The motion passed.
- 2 9:15 AM Moser moved to enter into executive session under Idaho Code §74-206(1)(a)&(b) regarding personnel. The motion passed by roll call vote. 9:18 AM Bullock moved to exit executive session. The motion passed. Bullock moved to approve the exceptional placement. The motion passed.
- 3 9:01 AM Crowther reviewed the contract for Jr. High Rodeo state finals. Discussion on the contract terms, facility size, and insurance. Moser moved to approve the three-year agreement. The motion passed.
9:05 AM Crowther reviewed an agreement for a scissor lift rental. Bullock moved to approve the agreement. The motion passed.
9:06 AM D'Lyn Evans appeared. Crowther reviewed a proposal, after discussion with the Fair Board, to trade fence panels for a water truck with a reallocation of assets. Moser moved to exchange the assets between the departments. The motion passed.
9:07 AM Crowther reviewed a copier lease on a machine that has exceeded its lifespan. He requested a new printer that will fit the printing needs. The cost will be higher than the budget left in lease line. Discussion ensued on the public defender copiers, trading in, and lease payoff. Bullock moved to authorize purchase of the copier. The motion passed.
- 4 9:12 AM Chief Deputy Sheriff Alex Hamilton also appeared. Waldron recommended awarding a contract for the diesel generator bid to Pro Builders. Moser moved to award the bid to Pro Buildings. The motion passed.
- 5 9:43 AM Bullock moved to enter into executive session under Idaho Code §74-206(1)(a)&(b) regarding personnel. The motion passed by roll call vote. Klauser and Allen were excused. 10:10 AM Moser moved to exit executive session. The motion passed.
- 6 9:39 AM Hough moved to accept the claims report, but withhold one check and approve the consent agenda. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved amended agenda.	Clerk
Approved entry/exit executive session – exempt records; and deferring payments toward delinquent taxes for six months without penalty.	Treasurer
Approved entry/exit executive session – personnel; and exceptional placement.	HR/Juvenile
Approved contract for Jr. High Rodeo state finals; rental agreement for scissor lift; reallocation of fence panels and water truck; and copier purchase.	Parks & Rec
Approved diesel generator installation bid award to Pro Builders.	Procurement/Sheriff
Approved entry/exit executive session – personnel.	Clerk
Approved claims, reports, and salary forms through consent.	Clerk/Auditing/Resolution