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# Commissioners' Agenda

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

Times are subject to change within 15 minutes of the stated time.

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## Tuesday, April 15, 2025

### 9:00 AM Business Meeting (action items)

#### Agenda:

- Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)
- Stace Gearhart, Idaho Department of Juvenile Corrections, presenting the Bannock County Juvenile Justice statistics for County Fiscal Year 2024 (requested 15 minutes) (action item)
- Alisse Foster, Planning and Development, seeking approval of and signature on final plat for Peppergrass Point Subdivision (requested 5 minutes) (action item)
- Daniel Kendall, Buildings and Grounds, requesting signature on an Easement at the Youth Development Center for Idaho Power (requested 5 minutes) (action item)
- Kristi Klauser, Auditing, regarding (1) review quarterly budget to actual revenue and expenditures per per Idaho Code §31-1611 to include discussion pertaining to use of leftover Public Defender Grant funds, and (2) an ARPA update (requested 5 minutes) (action item)

### LETTERS AND NOTICES (action items):

Public Hearing Notice

### SIGNATURE ONLY (action items):

Commissioners' Proceedings for March 2025

### 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: Meeting Minutes for April 8 and 10, 2025, and Certification for Said Minutes

Date 3/7/25 Time 1245

## AGENDA REQUEST FORM

The Board of Bannock County Commissioners business meetings are generally held on **Tuesday** 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://www.bannockcounty.us/commissioners/>. Study Sessions are generally held on **Thursday**. Meetings usually start at 9:00 a.m. 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 Commissioner's Office at 208-236-7210, three to five working days before the meeting.

**E-mail this completed form and any supporting documents to [agendarequest@bannockcounty.us](mailto:agendarequest@bannockcounty.us) by 12 p.m. three working days prior to the scheduled meeting.**

Name/Department: Stace Gearhart/Idaho Department of Juvenile Corrections (IDJC)

Phone/Email: 208-690-9167/ stace.gearhart@idjc.idaho.gov

Item to be considered: IDJC annual report for Bannock Co. Juvenile Justice

Informational background: Matt Olsen and I will present Bannock Co. Juvenile Justice statistics for CFY 2024.

1. What meeting date are you requesting? 4/1/2025
2. How much time will be needed for this agenda item? 15 minutes
3. Is Commission action requested (a decision, approval, signature, or guidance)? No, informational only.
4. Does this request involve a contract, agreement, external funding application or award acceptance?  
No
5. What is the potential financial impact of this request? No impact
6. Have all supporting documents been included with this form? Yes
7. Will you be using presentation software or have other presentation needs? No
8. Name and contact information for others who should be invited to attend: Matt Olsen Director Bannock Co. Juvenile Justice
9. (FOR COUNTY STAFF ONLY) Is this item related to software or technology? Yes

*If yes, please submit to the Chief Technical Officer/Computer Services Department prior to agenda scheduling.*

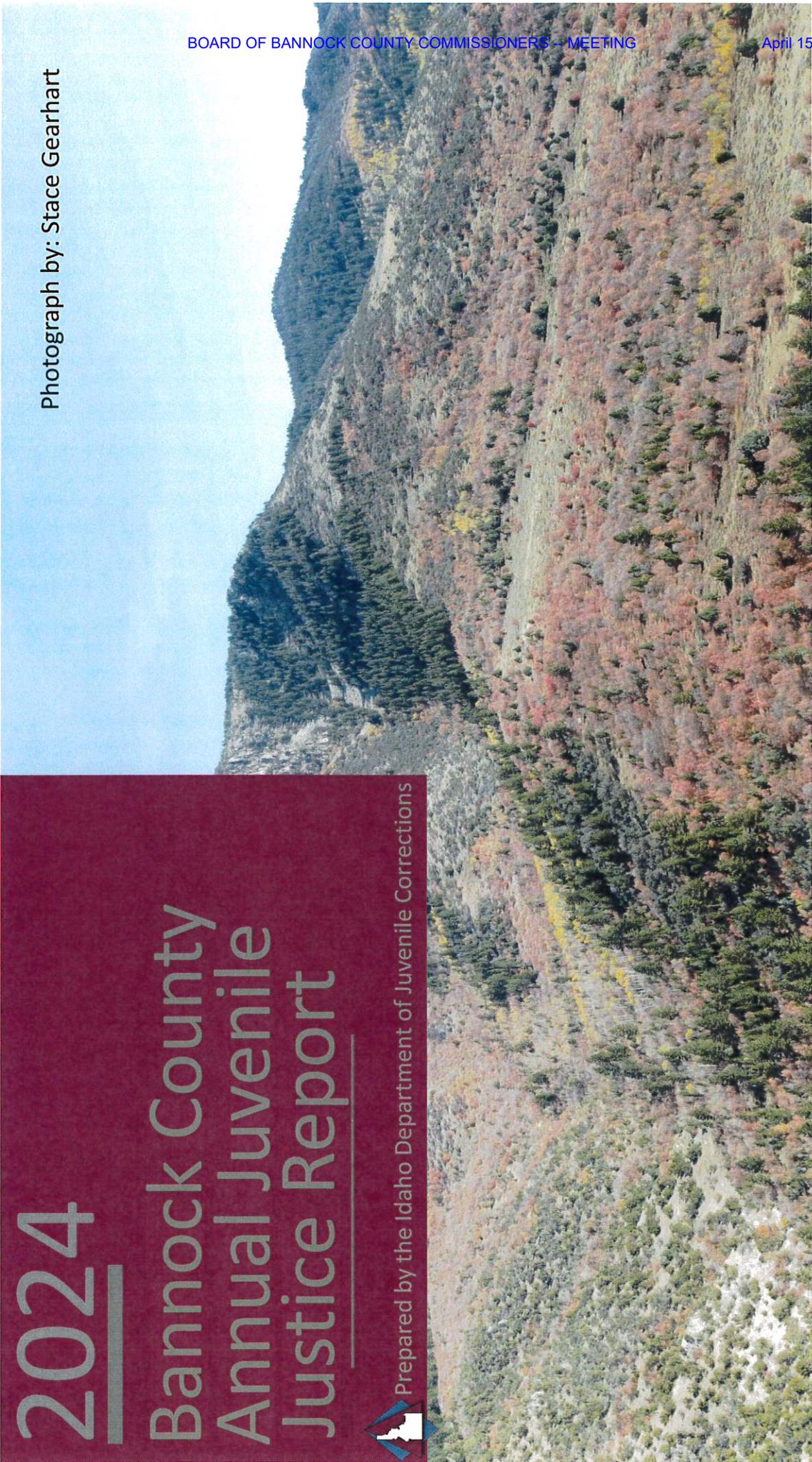
Photograph by: Stace Gearhart

**2024**

**Bannock County  
Annual Juvenile  
Justice Report**

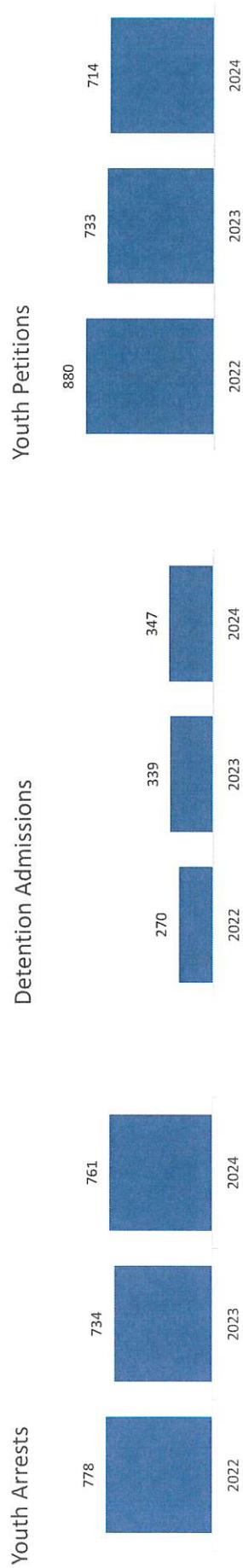


Prepared by the Idaho Department of Juvenile Corrections



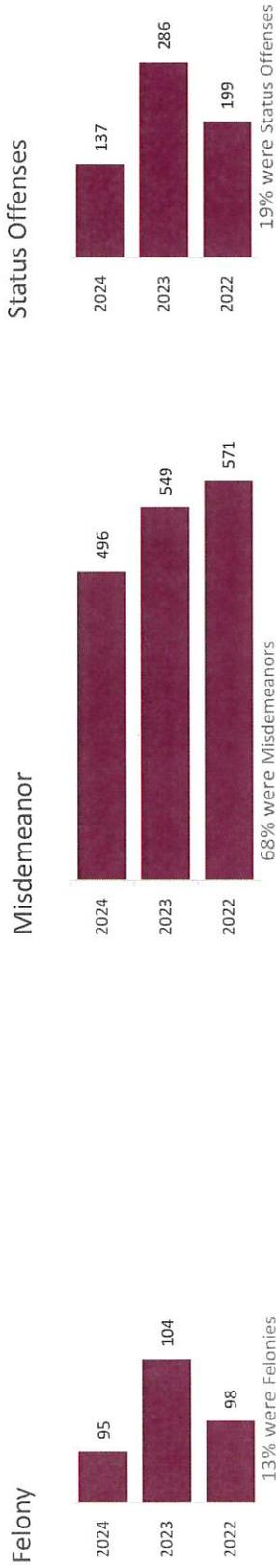
# Youth Arrests

This page reflects a breakdown of arrests and petitions for the past three years and the type of charge.



Admissions into an Idaho Detention Facility, excluding IDJC holds and out of state youth

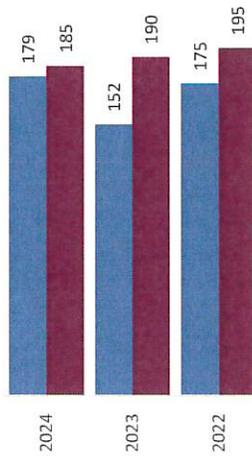
728 charges were filed in Bannock County in 2024. Here is a breakdown of those charges:



# Probation and Diversion

Here you see a comparison of Releases vs. Intakes and the success rate of each program

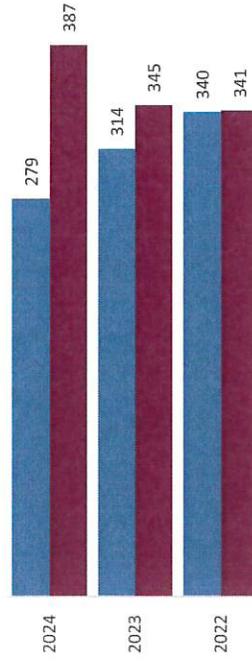
Probation Intakes vs. Releases



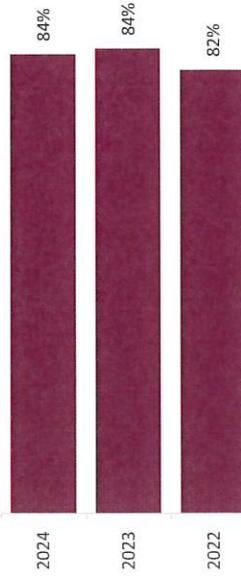
Bannock Probation Success Rate



Diversion Intakes vs. Releases



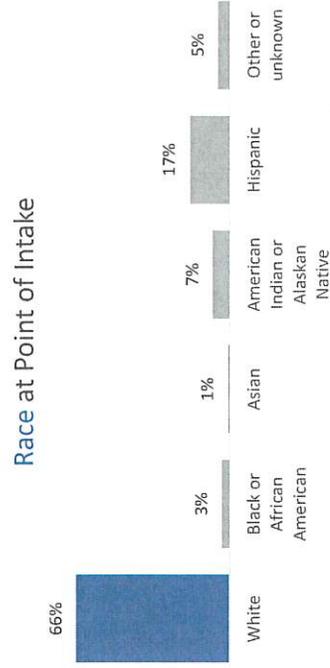
Diversion Success Rate



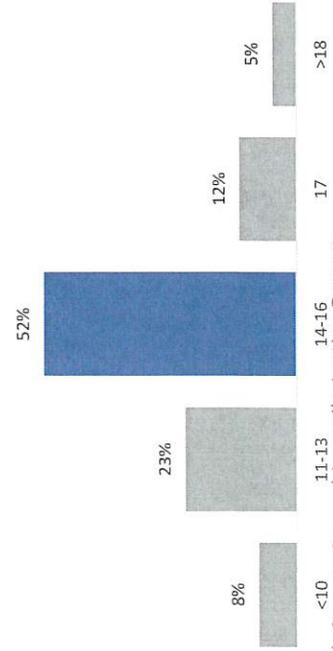
# Intake

This is an overview of the area's average youth offender

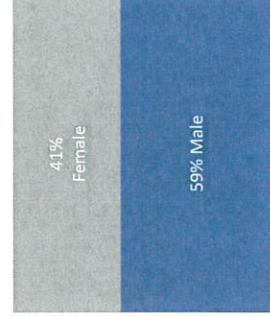
The average youth offender in Bannock County in 2024 was a 14-16 year old white male



Age at Point of Intake

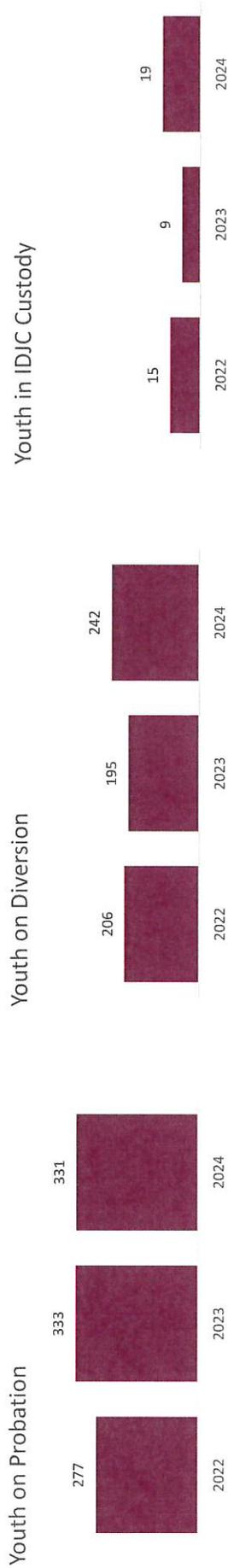


Gender at Point of Intake



# September 30<sup>th</sup> Snapshot

This is a one day snapshot of youth on Probation, Diversion, and in IDJC Custody on the same day over the past three years



Youth work to address harm they have caused through restorative practices

3,611

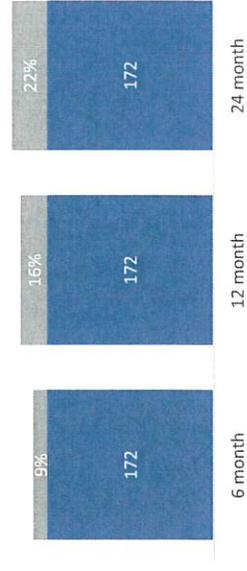
Hours of community service completed

\$26,759

Paid directly to victims

\*Data received from the Idaho Supreme Court 10/1/2024

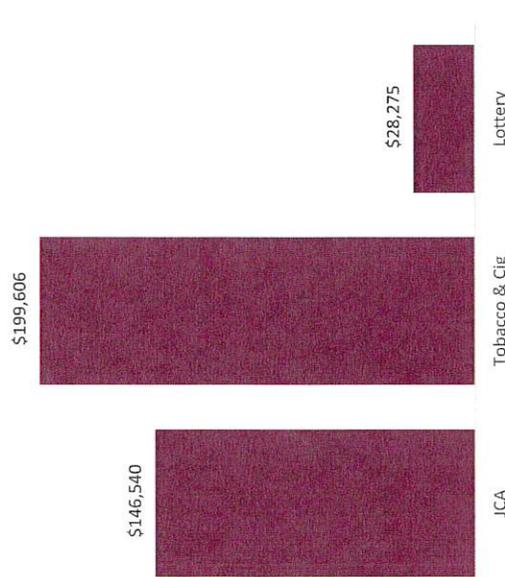
The percentage of youth who recidivated at 6,12, and 24 months



# State Funds

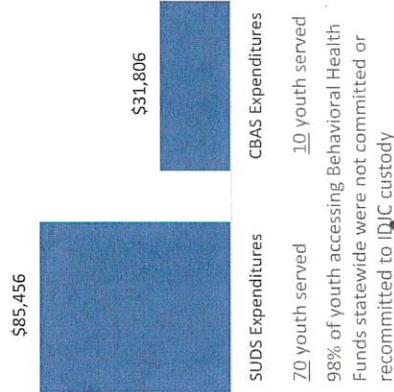
Here you can see funds received from the Legislature, funds spent on juvenile treatment in the community, and the percentage of the juvenile justice budget these state funds make up

## Legislative Pass Through Funds



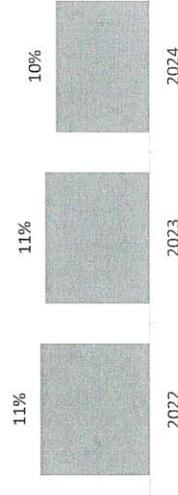
IDJC is not responsible for the calculation of lottery funds. Information pertaining to lottery funds is obtained via the Idaho Tax Commission.

## State Behavioral Health Funds Spent on Juvenile Treatment in the Community



98% of youth accessing Behavioral Health Funds statewide were not committed or recommitted to IDJC custody

## Juvenile Justice Budget - % of State Funding



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



ERNIE MOSER  
Commissioner  
1st District

JEFF HOUGH  
Commissioner  
2nd District

KEN BULLOCK  
Commissioner  
3rd District

**AGENDA REQUEST FORM**

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**E-mail this completed form and any supporting documents to [agendarequest@bannockcounty.us](mailto:agendarequest@bannockcounty.us) by NOON on the Thursday prior to the scheduled meeting.**

**Name/Department:**

Alisse Foster / Planning and Development

**Item to be considered/background:**

Final plat for Peppergrass Point Subdivision to be reviewed for approval.

**How much time will be needed? Meeting date requested:**

5 min

4/15/25

**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:**

Alisse Foster, Hal Jensen, Tristan Bourquin

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

Commissioner Office Only:  
Date: 4/15/25 Time: \_\_\_\_\_



# PLANNING AND DEVELOPMENT SERVICES

5500 S 5<sup>th</sup> Ave | Pocatello, Idaho 83204 | 208.236.7230 | www.bannockcounty.us

## FINAL PLAT- PEPPERGRASS POINT SUBDIVISION STAFF MEMO

**FILE #:** SFP-25-4  
**LOCATION:** RPRRWH4000600, addressed as 9877 W. Pepper Grass Point, Pocatello, ID 83204, RPRRWH4000400, addressed as 9950 W. Pepper Grass Point, Pocatello, ID 83204, and RPRRWH4000500, currently unaddressed.

<b>SURVEYOR:</b>	<b>OWNER:</b>	
GVE Drafting and Land Surveying	Lysle and Lisa Barthlome	Jeffrey and Amy Mansfield
Jose Nava	9950 Pepper Grass Point	9877 Pepper Grass Point
1290 Mountain West Drive	Pocatello, ID 83204	Pocatello, ID 83204
Pocatello, ID 83202		

**REQUEST & BACKGROUND:** Jose Nava proposes an amendment to Wild Horse Ridge Subdivision Phase 4 to combine 3 lots into 2 lots. The existing lots are approximately 3.32 acres, 2.77 acres, and 5.66 acres and are proposed to be approximately 4.71 acre and 7.05 acre lots. The development proposes individual septic systems and existing shared wells. This subdivision is located ~ 0.58 miles from the city of Pocatello boundary.

**FINAL PLAT PROCESS SUMMARY:**

**PRE-DEVELOPMENT CONFERENCE:** (SPD-24-6) Department approval letter dated November 25, 2024.

**CONCEPTUAL/MASTER PLAN:** (SCP-24-7) Approved by Bannock County Planning and Development Council on January 15, 2025. Conditions placed by Council have been reviewed and met.

**PRELIMINARY PLAT:** (SPP-25-1) Approved by Bannock County Planning and Development Council on February 19, 2025. Conditions placed by Council have been reviewed and met.

**SURVEYOR PLAT REVIEW/FINAL PLAT REVIEW:** (SFP-25-4) Reviewed and approved by Stewart Ward on March 31, 2025. Final plat and construction plans were reviewed by Bannock County Road and Bridge, Bannock County Planning and Development, and Paul Bastian.

**REPORT BY:**  
Alisse Foster, Subdivision Planner  
[alissef@bannockcounty.gov](mailto:alissef@bannockcounty.gov)

**MEMO DATE:** April 7, 2025

**EXHIBIT:**  
1. Plat



**BOUNDARY DESCRIPTION**  
 A PARCEL OF LAND LOCATED IN PART OF THE NORTHWEST 1/4 OF SECTION 18, TOWNSHIP 7 SOUTH, RANGE 35 EAST, OF THE BOISE MERIDIAN, BANNOCK COUNTY, IDAHO, THE SAID LANDS THEREOF DESCRIBED AS LOTS 17, 18, AND 19, BLOCK 1 OF WILD HORSE RIDGE SUBDIVISION PHASE 4 (PLAT NO. 201102), MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
 BEGINNING AT THE SOUTHWEST CORNER OF LOT 17, BLOCK 1 OF SAID WILD HORSE RIDGE PHASE 4 SUBDIVISION, SAID POINT BEING MARKED BY A 6x6 IN GALVNEEL REBAR WITH ALL-BRAND CAP INSCRIBED PLR-43; THENCE ALONG THE WESTERLY BOUNDARY OF SAID LOT 17, NORTH 89°04'00" EAST, A DISTANCE OF 181.74 FEET, MORE OR LESS TO THE NORTHWEST CORNER OF LOT 18, BLOCK 1, OF SAID SUBDIVISION;  
 THENCE ALONG THE NORTHERLY BOUNDARY LINE OF SAID LOT 18, BLOCK 1 OF WILD HORSE RIDGE PHASE 4, SOUTH 89°38'00" EAST, A DISTANCE OF 550.87 FEET MORE OR LESS TO THE INTERSECTION WITH THE SOUTHWESTERLY RIGHT OF WAY OF WILD HORSE RIDGE LAKE, THE SAID BEING A POINT ON A 500 FOOT RADIUS CURVE;  
 THENCE S 84°00'00" WEST, A DISTANCE OF 500.00 FEET TO A POINT ON A 500 FOOT RADIUS CURVE CONCAVE TO THE NORTHWEST, WHISE CENTER BEARS NORTH 81°20'00" EAST AND THROUGH A CENTRAL ANGLE OF 90°00'00" TO AN ARC DISTANCE OF 41.54 FEET, CHORD BEARS OF SOUTH 47°07'00" EAST, CHORD LENGTH OF 41.54 FEET, TO A POINT OF A 500 FOOT RADIUS REVERSE CURVE CONCAVE TO THE SOUTHWEST WHOSE CENTER BEARS SOUTH 40°35'00" WEST;  
 THENCE ALONG SA 500 FOOT RADIUS REVERSE CURVE, AND THROUGH A CENTRAL ANGLE OF 84°00'00", AN ARC DISTANCE OF 41.54 FEET, CHORD BEARS OF SOUTH 7°20'00" EAST, CHORD LENGTH OF 41.54 FEET TO A POINT OF TANGENCY ON THE NORTHWESTERLY RIGHT OF WAY OF PAPER CROSSING LAKE;  
 THENCE BEGINNING ALONG SAID PAPER CROSSING LAKE RIGHT OF WAY FOR THE FOLLOWING THREE (3) COURSES:  
 1. THENCE SOUTH 34°15'15" WEST, A DISTANCE OF 200.51 FEET TO A POINT OF CURVATURE HAVING A RADIUS OF 30 FEET AND BEING CONCAVE TO THE NORTHWEST AND WHOSE CENTER BEARS NORTH 51°24'41" WEST;  
 2. THENCE ALONG SAID 30 FOOT RADIUS CURVE, AND THROUGH A CENTRAL ANGLE OF 48°10'41", AN ARC DISTANCE OF 28.14 FEET, CHORD BEARS OF SOUTH 52°33'30" WEST, CHORD LENGTH OF 28.14 FEET TO A POINT OF A 30 FOOT RADIUS REVERSE CURVE CONCAVE TO THE NORTHEAST WHOSE CENTER BEARS SOUTH 00°00'00" EAST;  
 3. THENCE ALONG SA 30 FOOT RADIUS REVERSE CURVE, AND THROUGH A CENTRAL ANGLE OF 88°00'00", AN ARC DISTANCE OF 10.84 FEET, CHORD BEARS OF SOUTH 15°33'30" WEST, CHORD LENGTH OF 10.84 FEET TO THE INTERSECTION WITH THE NORTHEAST CORNER OF LOT 17, BLOCK 1, OF SAID WILD HORSE RIDGE PHASE 4 SUBDIVISION.  
 THENCE LEAVING SAID RIGHT OF WAY AND ALONG THE NORTHEASTERLY AND NORTHEASTERLY BOUNDARIES OF SAID LOT 17 FOR THE FOLLOWING TWO (2) COURSES:  
 1. THENCE SOUTH 82°27'00" WEST, A DISTANCE OF 253.30 FEET;  
 2. THENCE SOUTH 49°18'15" WEST, A DISTANCE OF 774.11 FEET TO THE TRUE POINT OF BEGINNING.  
 COMPENSY 11.75 ACRES MORE OR LESS.

**OWNERS CERTIFICATE**  
 I KNOW ALL MEN BY THESE PRESENTS THAT THE UNDERSIGNED OWNERS OF THE LAND DESCRIBED IN THE BOUNDARY DESCRIPTION HAVE CAUSED THE SAME TO BE SURVEYED INTO A BLOCK AND LOTS AND DO HEREBY WARRANT AND GIVE THE COUNTY OF BANNOCK WARRANTIES FROM ANY RIGHTS, EASEMENTS OR ENCUMBRANCES, IF OF THE INTENTION OF THE OWNERS, TO BE LIFTED ALL OF THE LAND DESCRIBED IN THE BOUNDARY DESCRIPTION IN THIS PLAT. THE LOCATION AND THE DIMENSIONS OF THE BLOCK AND LOTS ARE TO BE AS SHOWN ON THE ACCOMPANYING MAP OF THE PROPERTY. THE EASEMENTS SHOWN ARE DRAWN TO THE PUBLIC HIGH PUBLIC UTILITIES, ROADWAY EASEMENTS, DRAINAGE OR FOR ANY OTHER USE DESIGNATED ON THE PLAT, AND NO STRUCTURES OTHER THAN THOSE FOR EACH UTILITY PURPOSES ARE TO BE ERRECTED WITHIN THE LINES OF SAID EASEMENTS. FURTHERMORE, THE OWNERS DO HEREBY CERTIFY THAT THE REQUIREMENTS OF IO, 500-100-03 HAVE BEEN COMPLIED WITH IN ORDER TO VACATE THOSE 15' WIDE PUBLIC UTILITY EASEMENTS ADJACENT BOTH SIDES OF THE COMPARING BETWEEN LOTS 15 AND 16 OF WILD HORSE RIDGE PHASE 4 SUBDIVISION, RECORDED AS INSTRUMENT NO. 201102 IN THE RECORDS OF BANNOCK COUNTY, ID. THE VACATED EASEMENTS LISTED HAVE BEEN REMOVED FROM THIS DRAWING, AND ALL OTHER EXISTING EASEMENTS SHOWN HEREON ARE STILL ACTIVE AND VALID.

**UPON APPROVAL BY THE COUNTY OF BANNOCK, IDAHO AND RECORDING OF THIS DOCUMENT, THE PORTION OF SAID EASEMENTS SHALL BE VACATED WITHOUT FURTHER PERCUSSION OF LAW.**

IN WITNESS WHEREOF, I AS THE OWNER DO HEREBY SET MY HAND:  
 Ted A. Bannock  
 Jeffrey L. Mansfield

**IRRIGATION WATER RIGHTS STATEMENT**  
 IT HAS BEEN DETERMINED THAT THE PROPERTY DESCRIBED IN THIS SUBDIVISION SHALL BE ENTITLED TO IRRIGATION WATER IN ACCORDANCE WITH THE WILD HORSE RIDGE WATER AND HOMEOWNERS ASSOCIATION CORPORATION AND CODE OF BY-LAWS AS RECORDED PER INST. NO. 201102.

**ACKNOWLEDGMENT**  
 STATE OF IDAHO, COUNTY OF BANNOCK  
 ON THIS 3 DAY OF April, IN THE YEAR 2025, BEFORE ME, Brenda Anderson, Notary Public, Personalty Appeared, Jeffrey L. Mansfield and Ted A. Bannock, Husband and Wife, known or identified to me to be the persons whose names are subscribed to the within instrument, and acknowledged to me that they executed the same.  
 Brenda Anderson  
 Ted A. Bannock  
 NOTARY PUBLIC

RESIDING IN Pocatello, COUNTY, STATE OF IDAHO  
 MY COMMISSION EXPIRES 5 DAY OF Dec. 2025.

**ACKNOWLEDGMENT**  
 STATE OF IDAHO, COUNTY OF BANNOCK  
 ON THIS 15 DAY OF April, IN THE YEAR 2025, BEFORE ME, Jennifer Clark, Notary Public, Personalty Appeared, Lyle D. Bannock and Lyle B. Bannock, Husband and Wife, known or identified to me to be the persons whose names are subscribed to the within instrument, and acknowledged to me that they executed the same.  
 Lyle D. Bannock  
 Lyle B. Bannock  
 NOTARY PUBLIC

RESIDING IN Pocatello, COUNTY, STATE OF IDAHO.  
 MY COMMISSION EXPIRES 22 DAY OF January 2025.

**COUNTY APPROVAL**  
 SAID PLAT WAS ONLY ACCEPTED AND APPROVED BY THE BOARD OF COUNTY COMMISSIONERS, BANNOCK COUNTY, IDAHO  
 ID# \_\_\_\_\_ DAY OF \_\_\_\_\_ 2025  
 JARON DIXON (BANNOCK COUNTY CLERK)  
 JEFF HUGHSON (BANNOCK COUNTY COMMISSIONER CLERK)  
 I SHALL USE THE PREVIOUS EDITIONS OF (IF ANY) 1251

**COUNTY TREASURER'S CERTIFICATE**  
 PURSUANT TO 50-130A, IDAHO CODE, I, AS A FEE CLERK, DO HEREBY CERTIFY THAT ALL COUNTY PROPERTY TAXES DUE ON THE PROPERTY BEING SUBDIVIDED, BOTH PRE-PAID AND CURRENT, HAVE BEEN PAID IN FULL.  
 WITNESS:  
 JENNIFER CLARK, COUNTY TREASURER DATE \_\_\_\_\_

**SANITARY RESTRICTIONS**  
 SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE TITLE 50, CHAPTER 10 HAVE BEEN SATISFIED. SANITARY RESTRICTIONS MAY BE REIMPOSED IN ACCORDANCE WITH SECTION 50-136, IDAHO CODE, BY THE ISSUANCE OF A CERTIFICATE OF CORRECTION.

DATE: 4-13-2025  
 HEALTH TRUST DIRECTOR: *Chadman*

**COUNTY REVIEWING SURVEYOR'S CERTIFICATE**  
 I, MATTHEW S. BAKER, A REGISTERED LAND SURVEYOR IN AND FOR BANNOCK COUNTY, IDAHO, DO HEREBY CERTIFY THAT I HAVE CHECKED THIS PLAT AND COMPUTATIONAL SURVEY HEREON, AND HAVE DETERMINED THAT THE REQUIREMENT OF IDAHO CODE 50-130B HAVE BEEN MET, AND I APPROVE THIS SAME FOR FILING THIS 3 DAY OF April, 2025.  
 Matthew S. Baker  
 MATTHEW S. BAKER (SLS NO. 1322)  
 BANNOCK COUNTY REVIEWING SURVEYOR

**SURVEY NARRATIVE**  
 1. THE PURPOSE OF THIS PLAT IS TO RECONSTRUCT THE BOUNDARIES BETWEEN LOTS 17, 18 AND 19 OF BLOCK 1 OF WILD HORSE RIDGE SUBDIVISION PHASE 4 (PLAT NO. 201102). THE ABOVE-MENTIONED LOT 17 SHALL BE SPLIT AND COMBINED WITH THE ADJACENT LOTS THEREOF REDUCING THE EXISTING NUMBER OF LOTS FROM 3 TO 2.  
 2. ALL OF THE LOTS OF THIS SUBDIVISION CURRENTLY, AND WILL CONTINUE TO OBTAIN WATER FROM A PRIVATE WATER SYSTEM AND THROUGH COMMUNITY WELLS. SAID WATER SYSTEMS BE IT IRRIGATION OR CULINARY, SHALL BE COVERED IN ACCORDANCE WITH THE WILD HORSE RIDGE WATER AND HOMEOWNERS ASSOCIATION BY-LAWS RECORDED AS INST. NO. 201102.  
 3. THE BOUNDARIES OF THE HEREIN SUBDIVISION WAS DETERMINED FROM PLUMBING MONUMENTS ON LOTS 17, 18 & 19, BLOCK 1, OF WILD HORSE RIDGE SUBDIVISION PHASE 4 AND PER PER RECORD INFORMATION ON SAID PLAT.  
 4. RESTRICTIVE COVENANTS SHALL REMAIN IN FORCE AS RECORDED FOR WILD HORSE RIDGE SUBDIVISION PHASE 4 UNDER INST. NO. 201102. THE SAID RESTRICTIVE COVENANTS SHALL NOT BE RECORDED FOR THIS SUBDIVISION AND REVISED TO REFLECT THE HEREIN LOT, BLOCKS, AND PLAT MAP.

**SURVEYOR'S CERTIFICATE**  
 I, JOSE T. NAVA, A PROFESSIONAL LAND SURVEYOR LICENSED BY THE STATE OF IDAHO, DO HEREBY CERTIFY THAT A SURVEY HAS BEEN MADE UNDER MY DIRECTION OF THE LAND DESCRIBED IN THE ACCOMPANYING BOUNDARY DESCRIPTION AND THAT THE PLAT UPON WHICH THIS CERTIFICATION APPEARS WAS MADE UNDER MY DIRECTION. I FURTHER CERTIFY THAT THE ACCOMPANYING MAP CORRECTLY EXPRESS THE DIVISION OF THE LAND AS MARKED ON THE GROUND, THAT THE DOCUMENT'S SHOWS COINCIDES WITH THAT SET OR FOUND UPON THE GROUND, AND THAT THE PERTINENT PROVISIONS OF THE STATUTES OF THE STATE OF IDAHO TOGETHER WITH ALL LOCAL ORDINANCES PERTAINING THERE TO HAVE BEEN COMPLIED WITH.

JOSE T. NAVA (SLS NO. 19128) DATE: 04-07-2025

**DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS**  
 ARE RECORDED AS INSTRUMENT NUMBER \_\_\_\_\_ AND ARE HEREBY MADE A PART OF THE PLAT.

**RECORDER CERTIFICATE**

**FINAL PLAT**  
 PEPPERGRASS POINT SUBDIVISION  
 A RE-PLAT  
 OF LOTS 17, 18, AND 19 IN BLOCK 1 OF  
 WILD HORSE RIDGE SUBDIVISION PHASE 4,  
 ALL IN THE NW 1/4 OF  
 SECTION 18, T. 7 S., R. 35 E., B.M.,  
 BANNOCK COUNTY, IDAHO

**DRAWN BY:** JTN  
**PROJECT NO.:** 24-032  
**DATE:** 03/20/2025  
**SHEET:** 2 of 2

**GVE DRAFTING AND LAND SURVEYING**  
 1220 MOUNTAIN WEST DR.  
 POCA TELLO, ID. 83202  
 208-317-6188 CELL


**BANNOCK COUNTY COMMISSIONERS**

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

**ERNIE MOSER**  
 Commissioner  
 1st District

**JEFF HOUGH**  
 Commissioner  
 2nd District

**KEN BULLOCK**  
 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:**

Dan Kendall

**Department:**

Buildings and Grounds

**Requestor Email:**

danielk@bannockcounty.us

**Item(s) to be considered:**

Signature on an Easement at the Youth Development Center for Idaho Power

**Date of meeting being requested:**

04/15/2025

**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:**

Hal Jensen

**PLEASE RETURN TO:**

Idaho Power Company  
 Corporate Real Estate  
 1221 W. Idaho St. (83702)  
 P.O. Box 70  
 Boise, ID 83707

**Easement—Organization**

Bannock County, a political subdivision of the State of Idaho

“Grantor(s)”, of Bannock County, State of Idaho, does hereby grant and convey to IDAHO POWER COMPANY, a Corporation, with its principal office located at 1221 W. Idaho Street, Boise, Idaho, 83702 (P.O. Box 70, Boise, ID 83707), its licensees, successors, and assigns, (collectively, “Grantee”), for One Dollar and other valuable considerations, the receipt and sufficiency of which is hereby acknowledged, a permanent and perpetual easement and right of way, at all times sufficient in width for the installation, erection, continued operation, maintenance, repair, alteration, inspection, and/or replacement of the following:

**Combination Facilities:**

- (i) Overhead electrical transmission, distribution and communication lines, including fiber optics, and circuits of Grantee, attached to poles or other supports, together with guys, cross-arms, supports, stabilizers, and
- (ii) underground electrical power line or lines generally including, but not limited to, buried power lines and wires, above-ground pad-mounted transformers, junction boxes, cables, conduits, communication lines, including fiber optics, other equipment, and all related appurtenances, any of which may extend above ground, in certain locations to be determined by Grantee at Grantee’s sole and absolute discretion, and
- (iii) any other attachments, appurtenances and incidental equipment relating to the items described in subclause (i) or (ii) above.

All of the foregoing items described in subclause (i), (ii) and (iii) are collectively referred to herein as the “Facilities”. Grantee shall also have the right to permit the attachment and/or use or placement of the wires, fixtures, cables and conduits of other companies or parties (all of the same being included within the definition of “Facilities”).

The easement and right of way granted herein shall be over, on, and across the premises belonging to Grantor(s) in Bannock County, State of Idaho, in the location described below:

Grantee is hereby also granted the perpetual right of ingress and egress over Grantor’s other property necessary for the full and complete use, occupation, and enjoyment of the easement hereby granted, and together with all rights and privileges incident thereto, including, but not limited to, (i) the right, at Grantee’s expense, to cut, trim, and remove trees, brush, bushes, sod, flowers, shrubbery, overhanging branches and other obstructions and improvements which may injure or interfere with Grantee’s use, occupation, or enjoyment of this easement, (ii) the right, at Grantee’s expense, to excavate and refill ditches and trenches for the location of the Facilities, and (iii) the right, at Grantee’s expense, to install, construct, operate, inspect, alter, maintain, replace, improve and repair any and all aspects of Grantee’s Facilities on, over, under and across the lands subject to this easement.

The location of the easement and right of way granted herein is described as follows in Exhibit ‘A’ Legal Description and shown on Exhibit ‘B’ Survey Map attached hereto and made a part hereof upon property granted to Grantor under Grantor’s Deed Instrument No. 342352.

Grantor shall not alter the grade or elevation of the land within the right-of-way existing on the date hereof through excavations, grading, installation of berms, or other activities without the prior written approval of Grantee. Grantor shall not place or build any structure(s) within the easement area except fences and except as otherwise approved by Grantee in writing.

This Easement shall run with the land and be binding upon the parties’ successors and assigns.

Checked by: Travis Roy Hanks, PLS  
 Work Order #: 27670286

*(Signature page immediately follows)*

Executed and delivered this 15<sup>th</sup> day of April, 2025.

Signature(s) of Grantor(s) *(Include title where applicable)*:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Corporate Verification**

STATE OF Idaho  
COUNTY OF Bannock } ss.

I, \_\_\_\_\_ *(Notary's Name)*, a notary public, do hereby certify that on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared before me \_\_\_\_\_ *(Individual's Name Including Title)* and \_\_\_\_\_ *(Individual's Name Including Title)*, who, being by me first duly sworn, declared that he/she/they are respectively the duly authorized person(s) of \_\_\_\_\_ Bannock County *(Organization Name)*, that he/she/they signed the foregoing document, and acknowledged to me that he/she/they executed the same as the free act and deed on behalf of said organization.

(NOTARY SEAL)

\_\_\_\_\_  
Notary Public  
My Commission Expires on \_\_\_\_\_



## EXHIBIT A LEGAL DESCRIPTION

A parcel of land, located within the South 1/2 of the Northwest 1/4 of Section 12, Township 6 South, Range 34 East, Boise Meridian, Bannock County, Idaho. The parcel of land is affecting the Grantor's property described in Corporation Warranty Deed Instrument No. 342352, and is more particularly described as follows:

COMMENCING at the North 1/16 Corner on the West Line of Section 12, being monumented with an Aluminum Cap stamped "PLS 7612" and perpetuated as described in Instrument No. 21606725. *(From which the Center-North 1/16 Corner of Section 12 bears North 89°50'05" East--Basis of Bearing per Record of Survey Instrument No. 21316726---a distance of 2603.96 feet, being monumented with an illegible Aluminum Cap and perpetuated as described in Instrument No. 21606726.)* Thence, along a tie line, South 48°31'10" East, 1134.84 feet to the intersection of the East Boundary of Idaho Power Easement Instrument No. 22502366 and the Northwest edge of a multi-use asphalt path, being the POINT OF BEGINNING (POB).

Thence, along the East and South Boundaries of Idaho Power Easement Instrument No. 22502366, the following two (2) courses:

- 1) North 00°00'00" East, 62.40 feet.
- 2) Thence North 90°00'00" East, 58.65 feet to the Northwest edge of a multi-use asphalt path.

Thence, along the Northwest edge of said path, the following two (2) courses:

- 1) South 53°40'27" West, 38.39 feet to a point of curvature.
- 2) Thence, 48.78 feet along a Curve to the Left, having a Radius of 111.26 feet, a Central Angle of 25°07'08", and a Chord Bearing and Distance of South 34°56'52" West, 48.39 feet back to the POINT OF BEGINNING.

The parcel of land contains 1446 square feet, more or less.



BANNOCK COUNTY  
BANNOCK COUNTY, IDAHO  
SEC. 12, T. 06S., R. 34E., B.M.

WO No. 27670286

SV TRH

DR TRH

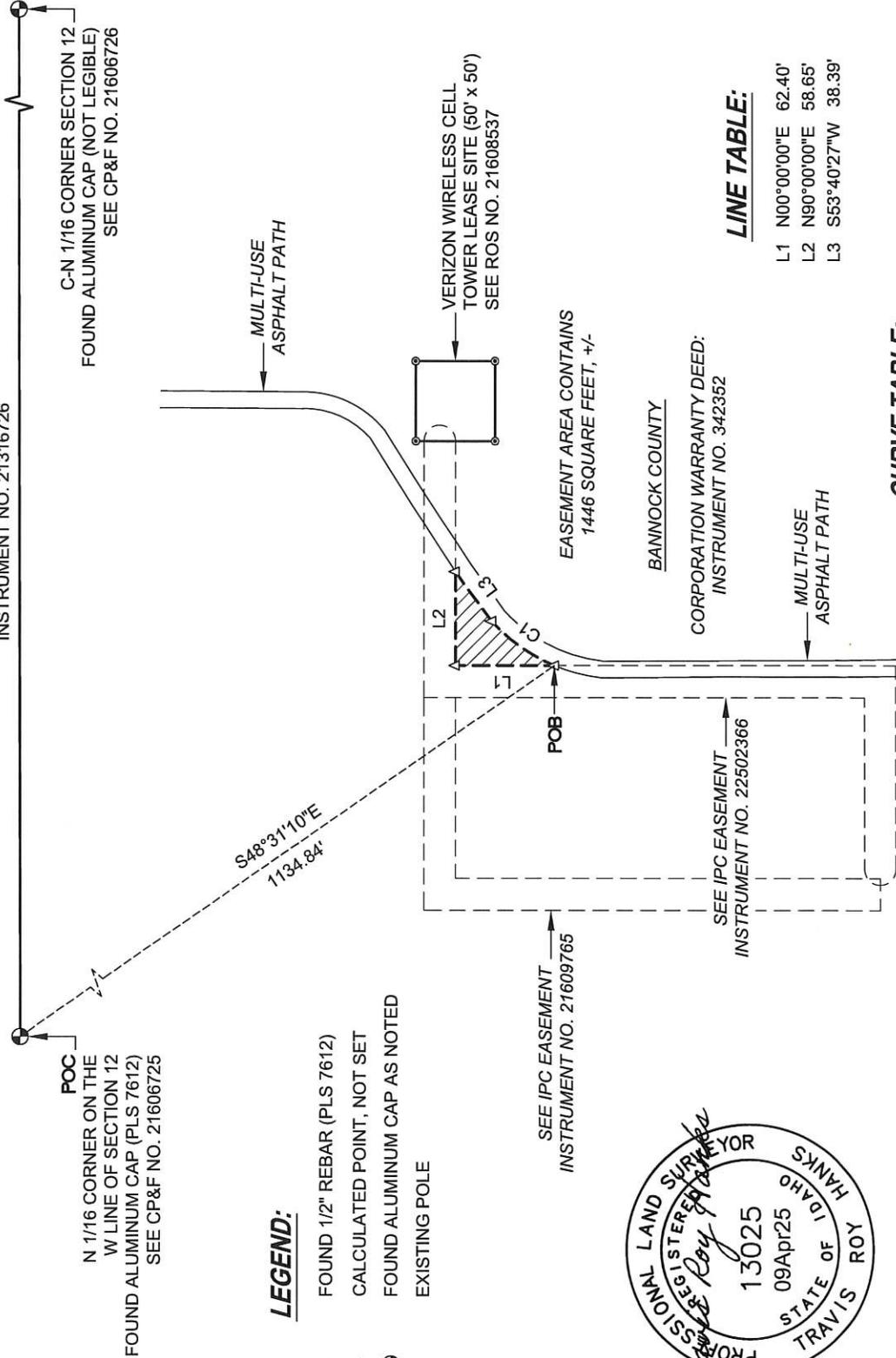
DATE: 09APR2025

SCALE: 1"=100'

DS.GP

# EXHIBIT B

**N89°50'05"E 2603.96'**  
BASIS OF BEARING PER RECORD OF SURVEY  
INSTRUMENT NO. 21316726



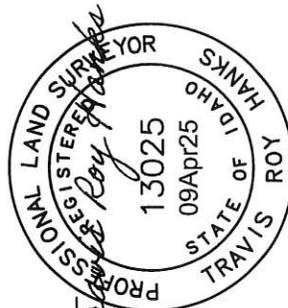
POC  
N 1/16 CORNER ON THE  
W LINE OF SECTION 12  
FOUND ALUMINUM CAP (PLS 7612)  
SEE CP&F NO. 21606725

C-N 1/16 CORNER SECTION 12  
FOUND ALUMINUM CAP (NOT LEGIBLE)  
SEE CP&F NO. 21606726

### LEGEND:

- FOUND 1/2" REBAR (PLS 7612)
- △ CALCULATED POINT, NOT SET
- ⊕ FOUND ALUMINUM CAP AS NOTED
- EXISTING POLE

SEE IPC EASEMENT  
INSTRUMENT NO. 21609765



CORPORATION WARRANTY DEED:  
INSTRUMENT NO. 342352

### LINE TABLE:

L1	N00°00'00"E	62.40'
L2	N90°00'00"E	58.65'
L3	S53°40'27"W	38.39'

### CURVE TABLE:

CURVE	ARC LENGTH	RADIUS	CENTRAL ANGLE	CHORD BEARING	CHORD LENGTH
C1	48.78'	111.26'	25°07'08"	S34°56'52"W	48.39'

FAIRGROUNDS ROAD

NOTE: THIS DRAWING IS A VISUAL REFERENCE ONLY.


**BANNOCK COUNTY COMMISSIONERS**

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

**ERNIE MOSER**  
 Commissioner  
 1st District

**JEFF HOUGH**  
 Commissioner  
 2nd District

**KEN BULLOCK**  
 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:

Kristi Klauser

Department:

Auditing

Requestor Email:

kristik@bannockcounty.us

Item(s) to be considered:

1) Per IC 31-1611, review quarterly budget to actual revenue and expenditures to include discussion about using leftover public defender grant funds; 2) ARPA update

Date of meeting being requested:

04/15/2025

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:

**BOARD OF BANNOCK COUNTY COMMISSIONERS -- MEETING**

April 15, 2025

Bannock County ARPA Projects		Revised	Contract +	Spent as of	Unexpected costs after		
Department	Project Description	Cost/Bdgt	Amount Pd	3/31/2025	12/31/2024	contracts/vendors	Comments
IT	911 microwave*	900,000	899,703.00	899,702.81			completed
Assr	Annex Fire suppression*	37,385	37,385.00	27,106.50		Legacy Fire \$37,385	est completion June '25
	Annex HVAC* inc insulation	349,240	349,240.00	249,051.54		Becks \$294,650, booth \$43500,insul \$11090	est completion June '25
	Annex LED Lighting*	120,270	120,270.00	100,269.10		Razor \$120,270	est completion June '25
	Annex Acoustic Ceiling*	32,000	30,112.00	30,112.00		KJ Acoustics \$30,112; no soffit contract	completed
Juv prob/EC	YDC and EC/WC bldg*	2,431,733	2,676,733.00	241,652.19	40,934	Headwater \$2,351,493; Booth 85,250, \$239,990 contingency, topo 1,286.25; ID power \$39,648	general contractor, completion Dec '25
maintenance	Cthouse boilers (2) (inc engineer)*	331,207	331,207.20	171,253.20		Rocky Mtn Boiler \$319,908, razor 2499.20, booth 8800	est completion Dec '25
commission	6th/E election & cthouse entrance*	1,067,213	1,067,213.00	1,019,535.59	30,353	CM Company \$1,067,213 (new Divine Film \$8654.40; chngorders \$21,699)	est completion spring '25
r&b	R&B dump trucks/blades*	709,354	709,354.00	696,654.00			waiting on bid repair and paint est \$6k
fairboard	Exhibit building*	1,225,331	1,225,331.00	603,853.16	11,750		breakdown on p 2; add'l budget in PILT
co-wide	cameras*	219,500	219,500.00	94,755.56		Pro Edge \$52,561; Summlt \$166,939	
	metal detectors		81,927.93	7,225.99		M2 contract \$72,259.93+10%	
	Jail paving, phase 2		172,737.50	0.00		Superior Asphalt	
Jail	Jail polish cement*	131,799	131,798.50	0.00		Roberts Shine \$131,799 valid thru June 2025	
	Tactical Training Center remodel*	610,436	610,436.00	130,552.90	29,203	Pro Bldrs \$584,936, booth 25,500	general contractor
	Upgrade central controls & C pod/Jail*	1,100,000	765,832.52	287,717.41		\$122,940.89 spent to date, M2 contract \$642,891.63	
	Upgrade dep stations D & E pod	40,179	40,179.00	0.00		21st Century 38,179, Razor electric \$2k	
<b>completed projects</b>		<b>Actual Cost</b>			112,240		
Commission	Forensic Pathology assessment*	110,695.71		110,695.71			
	McCammion Fire Station contrib	1,000,000.00		1,000,000.00			
	Pay off enterprise leases	200,000.00		200,000.00			
	Planning 6th/East entrance	49,525.87		49,525.87			planning phase portion, complete
Clerk	Election epoll books	58,649.80		58,649.80		Serfal purchase	
Elections	Election ADA doors	11,037.49		11,037.49			
Assr	DMV Counter remodel	33,273.98		33,273.98			
	Misc for annex	33,410.68		33,410.68			permit portion, paint annex \$27,500
Ag extension	Ag extension carpet, paint in & out	39,359.12		39,359.12			
fairboard	fair barn* sheep barn	87,807.12		87,807.12			added forlift rental \$3,524
Jail	Jail roof replacement*	949,750.00		949,750.00			
	Sheriff/Jail parking lot/repave	75,000.00		75,000.00		Superior Asphalt	
	Jail HVAC fans, pumps, motors	153,928.09		153,928.09		Western Ind \$116,896, \$22,500 control sys	
	Jail add'l emergency panels	14,050.00		14,050.00			
	Upgrade jail walk in freezer	16,081.36		16,081.36			
	Fix Sheriff/Jail bldg stucco	2,500.00		2,500.00			
	landscape front of sheriff/jail bldg	133,805.00		133,805.00		M&S Development	
	Jail ADA doors upgrade	21,920.00		21,920.00			
	Jail wet cells upgrade*	140,044.61		140,044.61			
	Jail booking shower upgrade	24,898.00		24,898.00			
	Jail showers remodel C pod	16,219.58		16,219.58			
Event Center	Wellness complex sewer fix	1,502,000.00		1,502,000.00			
	flag pole @ Event Center/Wellness	5,025.00		5,025.00			project will be finished w/dept funds
	Event Center tractor	25,000.00		25,000.00			
	Event Center water truck	39,062.22		39,062.22			
	EC Grandstand upgrade*	51,060.04		51,060.04			
	EC Events fund startup	2,000,000.00		2,000,000.00			
Juvenile probat	Safe Teen Assessment Center	402,409.00		402,409.00			
historical	Historical bldg lighting upgrade	10,750.30		10,750.30			
veterans	Veteran's bldg windows upgrade	175,640.00		175,640.00			
veterans	Veteran's bldg brickwork repairs	157,360.00		157,360.00			
	Veteran's bldg roof repair	22,372.48		22,372.48			
	Veteran's bldg boiler replacement	30,175.00		30,175.00			
mosquito	Mosquito truck*	54,060.00		54,060.00			
IT	County Router upgrade	52,591.68		52,591.68			
	Tear down old fair bldgs*	0.00		0.00			cancelled project, r&b did work
r&b	R&B bldg roof*	0.00		0.00			cancel project, rebudget in future
historical	Historical bldg restroom remodel*	0.00		0.00			cancel project, rebudget in future
	<b>Total projects</b>	<b>\$ 17,005,109</b>	<b>17,168,421.78</b>	<b>\$ 12,258,804.08</b>			
	<b>Total ARPA funds received</b>	<b>17,055,676</b>	<b>17,055,677</b>				
	<b>remaining to be allocated</b>	<b>\$ 50,567</b>	<b>\$ (112,745)</b>	<b>available for allocation</b>			
	<b>expenditure category items</b>	<b>\$ 7,382,466</b>		<b>(326,791)</b>			under(over) allocated category
	<b>general county revenues</b>	<b>\$ 9,622,643</b>		<b>377,357</b>			under(over) allocated category
	<b>* Involves(d) procurement</b>	<b>\$ 17,005,109</b>					

**BANNOCK COUNTY PUBLIC HEARING NOTICE**

NOTICE IS HEREBY GIVEN THAT THE BANNOCK COUNTY BOARD OF COMMISSIONERS will conduct a public hearing on Tuesday, May 27, 2025, at 11 a.m. in the Bannock County Courthouse, Room 212, Pocatello, Idaho.

TOPIC OF THE MEETING: Petition for vacation of platted road and utility easements in Chilton Subdivision, Bannock County, Idaho, pursuant to Idaho Code §§ 50-1325 and 40-203(4)(a).

DESCRIPTION: Michael Fallert has petitioned to vacate platted road and utility easements that have not been used or developed.

Requested to be vacated: the 50' road and utility easement along the entire east side of Chilton Subdivision and the 50' easement for an undeveloped portion of Promise Lane, north of Lot 10, Block 1, both of which appear on the official plat, recorded November 24, 1978, as Instrument Number 613534.

Oral and/or written testimony concerning this issue will be taken at the public hearing. Written testimony may be submitted to Bannock County Commissioners, 624 East Center, Room 101, Pocatello, ID 83201, or via email at: [commission@bannockcounty.gov](mailto:commission@bannockcounty.gov) prior to the meeting.

The Petition requesting the easement vacation is available at [www.bannockcounty.gov](http://www.bannockcounty.gov) or can be requested through the email above. Questions regarding the petition or process can be addressed by the Planning and Development Department at 208-236-7230.

If any person requires special assistance or accommodation to participate in this hearing, please call (208) 236-7210 to make the necessary arrangements prior to the public hearing.

BOARD OF BANNOCK COUNTY COMMISSIONERS

\_\_\_\_\_  
Jeff Hough, Chairman

\_\_\_\_\_  
Ernie Moser, Commissioner

\_\_\_\_\_  
Ken Bullock, Commissioner

ATTEST: \_\_\_\_\_  
Jason C. Dixon, Clerk

Publication Dates: April 19, May 3 & 10, 2025

**BOARD OF BANNOCK COUNTY COMMISSIONERS' PROCEEDINGS – March 2025**

The following is a synopsis of proceedings, pursuant to Idaho Code §31-819, of the Board of Bannock County Commissioners for March 2025, 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](http://www.bannockcounty.gov).

March 4: Approved entry/exit executive session – exempt records; and cremation assistance for case 20250026. Approved contract with International Institute for Restorative Practices. Approved applying for Idaho Office of Drug Policy Grant. Approved contracts with Conrad & Bischoff for fuel bid; CM Company for change order; and Headwaters for change order. Approved Resolutions 2025-16 Establishing and Appointing Ag Protection Area Commissioners; 2025-17 Approving February 2025 Alcohol Licenses; and 2025-18 Approving February 2025 Salaries. Approved publication notice for public hearing regarding the comp plan and erosion ordinance. Approved tax cancellations. Approved consent agenda.

March 6: Approved amended agenda. Approved waiving 2021 taxes of \$406 for parcel RPRPPOC281500; and subpoena siblings for meeting in three weeks. Approved camp host agreement, ICCU sponsorship agreement, and Buttars Tractor rental agreement. Approved grant applications for Big Onion and Lava Ranches fuels reduction projects. Approved using gravel for YDC project. Approved vehicle purchase from Smith Chevrolet. Approved consent agenda.

March 11: Denied request to forgive indigent medical balance. Approved MOU with Idaho Department of Lands for Lava Ranches Phase 2 fuels reduction project. Approved Resolution Nos. 2025-19 Authorization and Order to Real-locate 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. Approved Commissioner Proceedings and minutes.

March 13: Approved restructure of Facilities Department. Approved disposal of copy machine. Approved fee waiver for Pocatello Valley Montessori 5k; fee waiver for Chaparrals; agreements with rodeo districts 4 and 8; agreement for Mike Johnson Vegas Tuffest Qualifier; and Bob Conley Invitational. Ratified signature on subpoenas. Approved consent agenda.

March 18: Approved case numbers 20250027 and 0028, and one release of lien. Approved reimbursement requests for Lava Ranches Phase 1 to IDOL. Approved application submission for SUPTRIS grant. Approved contract with Clean Harbors. Approved implementing road weight limits. Approved DV funding for training and OVW/ICJR MOU. Approved process for approved rental vendor list. Approved agreements with City of Chubbuck and School District 25 for estate planning and Field of Heroes. Approved Resolution Nos. 2025-22 Approving Tax Cancellation Requests; and 2025-23 Authorization to Dispose Surplus Assets/Property. Approved contract to provide law enforcement protection for Pocatello Downs. Approved invoices, Commission reports, alcohol licenses, salary forms, and certificates of residency through consent agenda. Accepted diesel generator installation bids for review from Arco Electric, Barin Group, Legacy Power, and Pro Builders.

March 25: Approved cremation assistance for case number 20250029 and re-leases of lien for case numbers 20190099, 20180365, and 96000400. Approved entry/exit Board of Ambulance and submission of EMSaves grant for power cot loader. Approved Resolution 2025-25 Title III Expenditures from Secure Rural Schools and Self-Determination Act of 2000 and ratified

Resolution 2025-24 Posting Weight Limits on Bannock County Highway System. Approved Work and Financial Plan with Idaho Department of Corrections. Approved change order with Teton West. Approved memo to dispose of assets. Approved salary forms and minutes through consent. Approved open/close public hearing and approving erosion control ordinance amendment. Approved open/close public hearing for and adoption of the Comprehensive Plan. Upheld denial of CUP permit for application from John Wilkes for sand and gravel mining operation.

March 27: Approved amended agenda. Approved entry/exit executive session – exempt records; and deferring payments toward delinquent taxes for six months without penalty. Approved entry/exit executive session – personnel; and exceptional placement. Approved contract for Jr. High Rodeo state finals; rental agreement for scissor lift; reallocation of fence panels and water truck; and copier purchase. Approved diesel generator installation bid award to Pro Builders. Approved entry/exit executive session – personnel. Approved claims, reports, and salary forms through consent.

BOARD OF BANNOCK COUNTY COMMISSIONERS

\_\_\_\_\_  
Jeff Hough, Chair

\_\_\_\_\_  
Ernie Moser, Member

\_\_\_\_\_  
Ken Bullock, Member

Attest: \_\_\_\_\_  
Jason C. Dixon, Clerk

Published: April 12, 2025

**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 date(s) of April 8 and 10, 2025, as approved during the meeting of April 15, 2025.

BOARD OF BANNOCK COUNTY COMMISSIONERS

\_\_\_\_\_  
Jeff Hough, Chair

\_\_\_\_\_  
Ernie Moser, Member

\_\_\_\_\_  
Ken Bullock, Member

ATTEST:

\_\_\_\_\_  
Jason C. Dixon, Clerk



## MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

### Meeting Details

Date of Meeting:	Tuesday, May 8, 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, Comptroller Kristi Klauser, HR Director Matt Phillips, and Attorney Jon Radford

### Agenda Details

AGENDA	
	<b>Business Meeting (action items)</b>
	<b>Agenda:</b>
1	<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>
2	<ul style="list-style-type: none"> <li>Kristi Klauser, Auditing, seeking to requesting approval of unemployment for Quarter 1 of 2025 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 the adjournment of Executive Session (requested 5 minutes) (action item)</li> </ul>
3	<ul style="list-style-type: none"> <li>Todd Mauger, Juvenile Justice, seeking approval of and signature on (1) Master Affiliation Agreement with Boise State University, and (2) Affiliation Agreement with Idaho State University (requested 5 minutes) (action item)</li> </ul>
4	<ul style="list-style-type: none"> <li>Jared Marchand, Treatment Court, requesting financial support to send 5 employees to the National Emerging Drug Trends Conference (requesting 5 minutes) (action item)</li> </ul>
5	<ul style="list-style-type: none"> <li>Buddy Romriell, Public Works, regarding approval and potential signature on a rental agreement with Specialty Construction Supply (requested 5 minutes) (action item)</li> </ul>
6	<ul style="list-style-type: none"> <li>Anita Hymas, Assessor, seeking to discuss property values (requested 15 minutes) (action item)</li> </ul>
7	<b>RESOLUTIONS AND ORDINANCES (action items):</b>
	Resolution No. 2025-31 Denying Petition to Validate Lower Rock Creek Road
8	<b>CONSENT AGENDA (action items):</b>
	<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> <li>Minutes: Approval of Meeting Minutes for March 27, April 1 and April 3, 2025, and Certificate of Said Minutes</li> </ul>

### Meeting Notes

- 9:01 AM Hough called the meeting to order. There was no Indigent business.

- 2 9:01 AM Klauser reviewed the unemployment billing and credit. Moser moved to approve the unemployment benefits. The motion passed.
- 3 9:10 AM Mauger reviewed agreements with BSU and ISU. He will work with the ISU counselling department for interns and with the BSU social work department for interns. The interns help provide approximately 1,200 hours of service per year. Mauger shared the trend for citations since opening The Village in July 2023 have gone down. Citations for 2020 were 700 during the year of COVID; 2021 were 1,282; 2022 were 1,293; 2023 were 1,190; and 2024 were 865. The citations for the first two months of 2025 were 81 cases, giving an estimate of 480 citations for this year. Referral numbers were reviewed. 9:18 AM Moser moved to sign the agreements with Boise State and ISU. The motion passed.
- 4 9:03 AM Marchand reviewed the request for opioid funds. Discussion ensued on funding, other counties, and learning areas of concern. Bullock moved to approve the funding for the travel and training. The motion passed.
- 5 9:20 AM Romriell requested to rent a mastic machine. Bullock moved to approve the purchase. The motion passed.
- 6 9:23 AM Appraiser Jason Hooker and Chief Deputy Assessor Randy Hobson also appeared. Hymas reported that commercial values could potentially cause considerably more appeals this year. Hooker explained the causes, ProVal, updates to pricing from the state, and per square foot rates and depreciation schedules were updated.
- 7 9:37 AM Hough moved to approve Resolution 2025-31. The motion passed.
- 8 9:38 AM The consent agenda included alcohol licenses, certificates of residency, salary forms, and minutes. Bullock moved to approve the consent agenda. The motion passed.

## Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved unemployment bill.	Auditing
Approved agreements with ISU and BSU for counselling and social work interns.	Juvenile
Approved use of opioid settlement funds for National Emerging Drug Trends Conference.	Courts
Approved rental agreement with Specialty Construction Supply for mastic applicator.	Public Works
Approved Resolution No. 2025-31 Denying Petition to Validate Lower Rock Creek Road.	Clerk
Approved alcohol licenses, residency certificates, salary forms, and minutes through consent.	Auditing/Clerk/ Resolution



## MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

### Meeting Details

Date of Meeting:	Thursday, April 10, 2025
Commissioners present:	Ernie Moser and Ken Bullock
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	Jeff Hough
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, Attorney Jon Radford, and HR Director Matt Phillips

### Agenda Details

AGENDA	
	Business Meeting (action items)
	<b>Agenda:</b>
1	<ul style="list-style-type: none"> <li>Tony Manu, Sheriff, requesting to reallocate funds from generator project (requested 5 minutes) (action item)</li> </ul>
2	<ul style="list-style-type: none"> <li>Kiel Burmester, Public Works, providing a monthly Public Works update</li> </ul>
3	<b>Claims Agenda:</b> <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>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 Agreement and Authorization</li> </ul>

### Meeting Notes

- 9:00 AM Moser called the meeting to order.

9:34 AM Chief Deputy Sheriff Alex Hamilton also appeared. Manu requested to use leftover funds for a vehicle. Discussion ensued on reallocation process and vehicles. The generator project needs to be completed first.

9:45 AM Radford recommended amending the agenda due to an emergency with information received this morning pursuant Idaho Code §74-206(4)(c) for a matter that is going to happen in the next few days, under Idaho Code §740206(1)(d) for exempt records. Bullock moved to amend the agenda and enter executive session as recommended. The motion passed by roll call vote.

10:01 AM Moser moved to exit executive session. The motion passed.

- 2 9:00 AM Assistant Public Works Director Buddy Romriell also appeared. Updates were given on Noxious Weed, renting a mastic applicator, and rebilling.
- 3 10:03 AM The claims, invoices, and salary form were approved by motion of Bullock. The motion passed.

## Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved amending the agenda and entry/exit executive session – exempt records.	Clerk
Approved claims, invoices, and salary form.	Auditing/Resolution