



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, May 6, 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, Attorney Jon Radford, and HR Director Matt Phillips

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"> Todd Mauger, Juvenile Justice, seeking approval of and signature on Master Subscription and Services Agreement with Bonterra (requested 5 minutes) (action item)
3	<ul style="list-style-type: none"> Kiel Burmester, Public Works, requesting approval of Bannock County Road Maintenance Map (requested 5 minutes) (action item)
4	<ul style="list-style-type: none"> Adam McKinney, 911, seeking signature on a Memorandum of Agreement with Idaho Public Safety Communications Commission (requested 5 minutes) (action item)
5	<ul style="list-style-type: none"> (AMENDED) Annie Hughes- Williams, Planning and Development, requesting approval on a blast plan for McCallum Rock Drilling (requested 10 minutes) (action item)
6	<ul style="list-style-type: none"> Anita Hymas, Assessor, regarding a review of Property Tax Exemption Application for Nonprofit organizations (requested 15 minutes) (action item)
7	<ul style="list-style-type: none"> Kristi Klauser, Auditing, seeking review and approval of 2024 Pacificorp settlement that will result in \$23,622 property tax cancellation (requested 5 minutes) (action item)
8	<ul style="list-style-type: none"> Matthew K. Phillips, Human Resources, requesting review of and potential signature on a contract with possible Executive Session under Idaho Code §§74-206 (1)(a), (b) & (f) regarding personnel and 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 (requested 5 minutes) (action item)
9	RESOLUTIONS AND ORDINANCES (action items): Resolution No. 2025-32 Approving April 2025 Alcohol Licenses Resolution No. 2025-33 Approving April 2025 Salaries
10	SIGNATURE ONLY (action items): Commissioners' Proceedings – April 2025
11	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

	<ul style="list-style-type: none"> • Technology Forms • Minutes: Approval of Meeting Minutes for April 22 and 25, and May 1, 2025, and Certification of Said Minutes
12	Juvenile Detention Inspection (quarterly) (potential action item) NOTE: This meeting will be held at 137 S. 5th Ave., Pocatello, Idaho
13	Quarterly Jail Inspection (potential action items) NOTE: This meeting will be held at 5800 S. 5th Ave., Pocatello, Idaho

Meeting Notes

- 1 8:59 AM Hough called the meeting to order. Moser moved to amend the agenda. The motion passed. Community Resources and Advocacy Director Shantal Lauulu presented case number 20250035 for cremation assistance. Bullock moved to approve case number 20250035. The motion passed.
- 2 9:00 AM Mauger reviewed the agreement. Moser moved to approve the agreement for the three-year subscription. The motion passed.
- 3 9:05 AM Burmester requested approval of an amended road maintenance map to include roads accepted from plats. Bullock moved to approve the road maintenance map. The motion passed.
- 4 9:09 AM GIS Manager Heather Studley also appeared. McKinney reviewed the agreement to share GIS data. Moser moved to approve the agreement and for the Chair to sign. The motion passed.
- 5 9:13 AM Planning Director Hal Jensen, Project Manager Richard Zymek, and Project Manager John Wilkes also appeared. Hughes-Williams reviewed the blasting plan information was submitted. Hough moved to approve the blasting permit. The motion passed.
- 6 9:16 AM Chief Deputy Assessor Randy Hobson also appeared. Hymas presented non-profit tax exemption applications for review. Hobson explained there is a list of recommended approvals and a list of those that need looked at closer for qualifications. Moser would like to review a hard copy. Radford has reviewed and noted some concerns he will share with the Board. Bullock moved to approve the list of qualified tax exemption applications. The motion passed.
- 7 9:24 AM Treasurer Jennifer Clark and Assessor Anita Hymas also appeared. Klauser reported the PacifiCorp settlement numbers came in at \$23,622 that will have to be refunded. It was requested to allow cancellation of taxes on the current tax bill rather than issue a refund. Moser moved to pay the 2024 PacifiCorp settlement. The motion passed.
- 8 9:29 AM Moser moved to enter into executive session under Idaho Code §§74-206 (1)(a), (b) & (f) regarding personnel and to communicate with legal counsel. The motion passed by roll call vote.
9:38 AM Hough moved to exit executive session. The motion passed. Moser moved to approve the contract with the investigator/attorney. The motion passed.
- 9 9:38 AM Moser moved to approve Resolution Numbers 2025-32 and 2025-33. The motion passed.
- 10 9:39 AM Hough moved to approve publication of April 2025 Commissioner Proceedings. The motion passed.
- 11 The consent agenda included alcohol licenses, certificates of residency, salary forms, and minutes. Bullock moved to approve the items on the consent agenda. The motion passed.
- 12 10:03 AM Seth Scott was present. Allen began the questionnaire. 10:12 AM The group toured the detention center. Discussion along the way included assessments, intake processes, state audit, school, schedules, and PREA. 10:50 AM The tour ended and the questionnaire was completed.

- 13 11:03 AM Captain Lyle Thurgood and Lt. Kasey Johnson submitted the state’s inspection report in lieu of the questionnaire. The group toured the construction projects.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved amended agenda.	Clerk
Approved cremation assistance for case number 20250035.	Indigent
Approved three-year Bonterra subscription.	Juvenile
Approved amended road maintenance map.	Public Works
Approved data sharing agreement with Idaho Public Safety Communications Commission.	E911
Approved Inkom Quarry blasting permit.	Planning
Approved list of qualified tax exemption applications.	Assessor
Approved PacifiCorp settlement.	Treasurer/Auditor
Approved contract for attorney/investigator.	Legal/HR
Approved Resolution Nos. 2025-32 Approving April 2025 Alcohol Licenses and 2025-33 Approving April 2025 Salaries.	Clerk
Approved publication of April proceedings.	Clerk
Approved consent agenda items: alcohol licenses, certificates of residency, salary forms, and minutes.	Clerk/Auditing/Resolution

In the Matter of APPROVING)
APRIL 2025 ALCOHOL LICENSES)

R.S. No. 2025-32
May 6, 2025

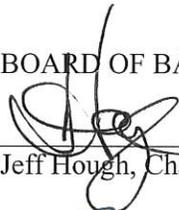
RESOLUTION

WHEREAS, in the month of April 2025, the following 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
04/08/2025	ABW2025-004	\$20.00	Lindsay McKenna	Bridal Shower
04/25/2025	ABL2024-151	\$100.00	Fore Golf	Highland Golf Course
04/25/2025	ABL2024-152	\$100.00	Fore Golf	Riverside Golf Course

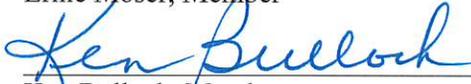
BOARD OF BANNOCK COUNTY COMMISSIONERS



Jeff Hough, Chair

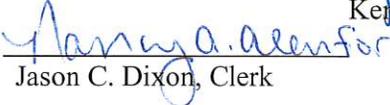


Ernie Moser, Member



Ken Bullock, Member

ATTEST:


Jason C. Dixon, Clerk

In the Matter of APPROVING)
APRIL 2025 SALARIES)

R.S. No. 2025-33
May 6, 2025

RESOLUTION

WHEREAS, salary approval forms, for the month of April 2025, 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
04/01/2025	Catelle Ghezzi-Anderson – Temp Road & Bridge – Temp Mower	\$16.07/hr 04/21/2025
04/01/2025	Collins Worlton – Replacing Nick Wasia Noxious Weed – Noxious Weed Operator	\$19.68/hr 04/07/2025
04/01/2025	Tyler Evans – Temp Mosquito Abatement – Temp Mosquito Operator	\$16.07/hr 04/07/2025
04/01/2025	Gino Barrett – Temp Mosquito Abatement – Temp Mosquito Operator	\$16.07/hr 04/07/2025
04/01/2025	Martin Deeg – Temp Mosquito Abatement – Temp Mosquito Operator	\$16.07/hr 04/07/2025
04/03/2025	Chessie Meyer – Replacing Elizabeth Byington Juvenile Probation – PT Substance Abuse Ed & Prevention Asst.	\$18.41/hr 04/14/2025
04/03/2025	Kenneth Christensen – Replacing Tabitha Thomas Juvenile Justice – Youth Development Center Coordinator	\$20.88/hr 04/28/2025
04/03/2025	Tylor Johnson – Replacing Hayden Klauser Jail – Deputy Detention Division	\$23.00/hr 04/14/2025
04/08/2025	Brandie Whitehead – Replacing Ken Christensen Juvenile Detention – Shift Supervisor/Juvenile Detention Deputy	\$21.07/hr 04/28/2025
04/08/2025	Chris Shurtliff – Replacing Brandie Whitehead Juvenile Detention – FT Juvenile Detention Deputy	\$19.68/hr 04/28/2025
04/08/2025	Keith Lolofie – Replacing Tamela Manhart Prosecutor – Victims Witness Coordinator	\$22.54/hr 04/15/2025
04/08/2025	Taylor Manu – Temp Event Center – Event Staff Temp	\$15.00/hr 04/21/2025
04/08/2025	Jessica Greene – Temp Event Center – Event Staff Temp	\$15.00/hr 04/21/2025
04/08/2025	Tanya Schlabaugh – Temp Event Center – Event Staff Temp	\$15.00/hr 04/21/2025
04/08/2025	Annie Damrow – Temp Event Center – Event Staff Temp	\$15.00/hr 04/21/2025
04/08/2025	Tyree Smith – Temp Event Center – Event Staff Temp	\$15.00/hr 04/21/2025
04/08/2025	Bryan Plentywoulds – Temp Event Center – Event Staff Temp	\$15.00/hr 04/21/2025
04/08/2025	Felicia Funk – Temp Event Center – Event Staff Temp	\$15.00/hr 04/21/2025

04/08/2025	Blaise Bambolo – Temp Event Center – Event Staff Temp	\$15.00/hr 04/21/2025
04/08/2025	Jake Deluma – Temp Event Center – Facilities Temp	\$17.20/hr 04/14/2025
04/08/2025	Kayden Glenn – Temp Event Center – Facilities Temp	\$17.20/hr 04/14/2025
04/08/2025	Tim Southwood – Temp Event Center – Facilities Temp	\$17.20/hr 04/14/2025
04/08/2025	Michael Coleman – Temp Event Center – Facilities Temp	\$17.20/hr 04/14/2025
04/08/2025	Gavin Lawes – Temp Event Center – Facilities Temp	\$17.20/hr 04/14/2025
04/10/2025	Stephan Gordon – Replacing Alexis Scott Jail – Classification Booking Deputy	\$18.47/hr 04/07/2025
04/17/2025	Danielle Howell – Replacing Ashley Kurtz Clerk of the District Court–Sr. Admin Asst. Courts– Deputy Clerk	\$17.20/hr 04/28/2025
04/17/2025	Greg Huerta – Temp Elections – Temp Admin Specialist Elections Technician	\$15.28/hr 04/21/2025
04/17/2025	Vickie Sweitzer – Temp Elections – Temp Admin Specialist Elections Technician	\$14.60/hr 04/21/2025
04/22/2025	Phenix Hall – Temp Event Center – Facilities Temp	\$16.70/hr 04/14/2025
04/22/2025	Sadie McMorris – Intern Intern - Juvenile Justice/The Village	Intern 05/12/2025
04/22/2025	Mandy Keller – Replacing Felicia Rodriguez Event Center – Food & Beverage Manager	\$25.78/hr 04/28/2025
04/22/2025	Rosie Turnbeaugh – Temp Event Center – Event Staff – Temp	\$15.00/hr 04/28/2025
04/22/2025	Irene Hershey – Temp Event Center – Event Staff – Temp	\$15.00/hr 04/28/2025
04/22/2025	Hannah Jensen – Madisen Fisher Clerk of the District Court – PT Sr. Admin Asst. – Courts	\$17.20/hr 05/12/2025

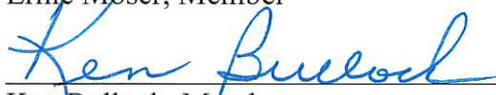
BOARD OF BANNOCK COUNTY COMMISSIONERS



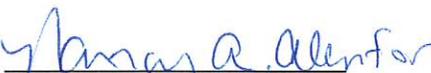
Jeff Hough, Chair



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 date(s) of April 22 and 25, and May 1, 2025, as approved during the meeting of May 6, 2025.

BOARD OF BANNOCK COUNTY COMMISSIONERS



Jeff Hough, Chair

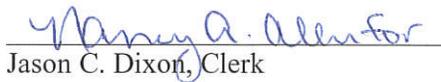


Ernie Moser, Member



Ken Bullock, Member

ATTEST:



Jason C. Dixon, Clerk