



# MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

## Meeting Details

Date of Meeting:	Thursday, May 8, 2025
Commissioners present:	Ernie Moser, Jeff Hough, and Ken Bullock
Clerk of the Board:	Jason C. Dixon (1:30 pm)
Absent Board Members:	
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, Attorney Jon Radford, and HR Director Matt Phillips

## Agenda Details

AGENDA	
	Business and Claims Meeting (action item)
	<b>Agenda:</b>
1	<ul style="list-style-type: none"> <li>Ashley Bringhurst, D6 Treatment, seeking approval of and signature on Non-appropriation Agreement and Acknowledgement for a copier from Dex Imaging (requested 10 minutes) (action item)</li> </ul>
2	<ul style="list-style-type: none"> <li>Dillon Evans, Solid Waste, requesting a signature on a Temporary Access License Agreement (requesting 5 minutes) (action item)</li> </ul>
3	<ul style="list-style-type: none"> <li>Daniel Kendall, Chief Building Officer, providing a monthly facilities update</li> </ul>
4	<ul style="list-style-type: none"> <li>Kiel Burmester, Public Works, providing a monthly Public Works update</li> </ul>
5	<ul style="list-style-type: none"> <li>Shanda Crystal, Procurement, requesting to discuss (1) a potential signature on Change Order #4 with Headwaters, and (2) presenting a procurement update (requesting 5 minutes) (action item)</li> </ul>
6	<ul style="list-style-type: none"> <li>Scott Crowther, Event Center/Wellness Complex, regarding (1) approval of and signature on a rental agreement for Load 'Em in the Dark, (2) discussion about lawn mowers, and (3) Executive Session under Idaho Codes §§74-206(1)(a), (b), and (e) regarding personnel and to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations respectively with potential action following adjournment of Executive Session (requested 20 minutes) (potential action item)</li> </ul>
7	<ul style="list-style-type: none"> <li>(AMEND) Ratify letter of Notice of potential withdrawal from Urban Renewal Districts (action item)</li> </ul>
8	<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>
9	USDA Forest Service Update
10	Meeting to discuss Community Infrastructure District Act
11	Master Plan Discussion (potential action item)

## Meeting Notes

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- 1** 8:59 AM Hough called the meeting to order. Moser moved to approve the amended agenda. The motion passed.

9:00 AM Bringhurst reviewed the proposed lease. Discussion ensued on purchasing a copier. Bringhurst will look into purchase versus lease.
- 2** 9:08 AM Evans reviewed the need for the access agreement. Moser moved to approve the agreement with the LDS church. The motion passed.
- 3** 9:09 AM Management Assistant Kristi Davenport appeared and gave building updates.
- 4** 9:13 AM Burmester gave updates on Public Works projects.
- 5** 9:21 AM Crystal clarified, for the change order discussed last week, that the insulation was in the specs, but was not a required element of the bid. Moser moved to approve the Headwaters Change Order. The motion passed.

9:23 AM Crystal gave updates on procurement projects.
- 6** 9:24 AM Chris Freed also appeared. Crowther discussed that the stall rentals are part of the contract for Load 'Em in the Dark. Bullock moved to approve the agreement. The motion passed.

9:27 AM Jason Murdock also appeared. Crowther reviewed the maintenance that has been done on the lawn mowers. After the winter maintenance, they were ran once and died. They worked out a deal with Ken's Rec World to trade the rundown mowers towards new ones. Funding was discussed. Moser moved to approve the purchase of three mowers and trade in the others. The motion passed.

9:39 AM Hough moved to enter into executive session under Idaho Code §§74-206(1)(a), (b), and (e) regarding personnel and to consider preliminary negotiations. The motion passed by roll call vote. 9:57 AM Hough moved to exit executive session. The motion passed.
- 7** 9:57 AM Hough reviewed the letter. Bullock moved to ratify signature on the letter. The motion passed.
- 8** 9:58 AM The claims agenda included invoices, Commission reports, salary forms, payroll report, certificates of residency, mileage reimbursement request, technology request, and cardholder agreement. Bullock moved to approve the items on the consent agenda. The motion passed.
- 9** 10:03 AM Chris Colt, Interim District Ranger, and Fire Staff Officer Mike Johnston appeared. Colt reviewed current projects.

10:07 AM Johnston manages fire crews and reviewed staffing, agreements, and the fire season outlook, which is a slightly elevated potential for high fire danger, but there are a lot of variables.

10:15 AM Blaine Newman, BLM, introduced Brice Anderson as the new BLM contact.

10:16 AM OEM Director Wes Jones reviewed agency interaction and the CWPP.
- 10** 10:30 AM Among those present were Planning Director Hal Jensen, Assistant Planning Director Tristan Bourquin, Attorney Stephanie Bonney, Pioneer Capital Ventures Partner Matt Loo, and Pioneer Capital Ventures CEO Paul Baker. Baker explained they are looking to do a resort project and want to discuss some tools available in Idaho. He projects 900 jobs, and it will bring in a lot of tourism dollars. Loo has done similar projects near St. George.

Bonney has represented governments and solid waste districts. The original tool for projects like this was local improvement districts. She explained the CID is essentially financial work, and will allow a single assessment to pay for multiple pieces of infrastructure. Outstanding bonds are limited to 9%. Also, with voter approval, a general obligation bond can be done. A large amount of disclosure is required to buyers. The CID would obtain the financing. The infrastructure is dedicated to a public entity. The CID is empowered to issue assessments for bond payment collection or they can enter a contract with the County.

Everything would be done in conjunction with Planning and Development with plans being approved through them. The governing board of the CID would be three members from the underlying governing board where the CID is created. The CID is a separate political subdivision. Projects must be within an ACI. Questions were addressed and examples of other projects were given. The project would be investigated by a financial company. There will be no cost to the County.

- 11** 1:33 PM Planning Director Hal Jensen, Public Works Director Kiel Burmester, Assistant Public Works Director Buddy Romriell, Coroner Torey Danner, Procurement Officer Shanda Crystal, and Comptroller Kristi Klauser were present. Discussion ensued on office location, estimates, funding, timeline possibilities, and giving time for Kendall to finish current projects. Procurement and potential phases were reviewed. Concerns were relayed for time estimation, and that costs always seem to get higher with change orders. The urgency includes a need for the public hearing room and Coroner space.
- 1:57 PM The Road and Bridge roof can be started along with the coroner design. Klauser will look into the reserve numbers to finalize a budget. Tentatively, the coroner build will begin in October and Road and Bridge next spring. This project will not increase taxes.

## Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved amended agenda.	Clerk
D6 explore copier purchase.	D6
Approved LDS temporary access license.	Landfill
Approved Change Order #4 with Headwaters Construction for YDC building.	Procurement
Approved Load 'em in the Dark contract, mower purchase with trade-in, and entry/exit executive session – personnel/negotiations.	Parks and Rec
Ratified signature on letter regarding withdrawing from urban renewal district.	Commission
Approved reports, salary forms, residency applications, mileage reimbursement, technology request and cardholder agreement.	Auditing/Clerk/Resolution