



BANNOCK COUNTY COMMISSIONERS' – MEETING

Commissioners' Agenda

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.

Thursday, June 19, 2025

9:00 AM Business and Claims Meeting (action items):

Agenda:

- Wes Jones, Office of Emergency Management, presenting the 2025 Burn Ban for Commission approval (requested 5 minutes) (action item)
- Kiel Burmester, Public Works, providing a monthly Public Works update
- Shanda Crystal, Procurement, seeking to discuss a decision regarding YDC/Event Center data ports (requested 5 minutes) (action item)
- Matthew K. Phillips, Human Resources and Risk Management, requesting signature on two ancillary insurance coverage proposals with Philadelphia Insurance Companies (requested 5 minutes) (action item)

Claims Agenda:

- 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

10:00 AM Board of Equalization and Administrative BOE Reviews throughout the day as needed (action items)



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:

Wes Jones

Department:

Office of Emergency Management

Requestor Email:

wjones@bannockcounty.gov

Item(s) to be considered:

Bannock County Burn Ban

Date of meeting being requested:

06/19/2025

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:

Open Burn Ban Begins July 1st for Bannock County Wildland-Urban Interface Areas

Starting July 1, 2025, a ban on certain types of fires will be in place for all of Bannock County: Inkom, Arimo, Downey, McCammon, Lava, Pocatello Valley, Chubbuck, Pocatello, and North Bannock Fire District. Many of the fire officials from the municipalities and fire districts throughout Bannock County worked together to create a unified burn ban with the intent of reducing the risk of wildfires.

No open burning or fireworks are allowed within the Wildland-Urban Interface Areas of Bannock County because of anticipated fire danger. The use of commercial gas fire pits and appliances designed for food prep, such as gas grills and/or charcoal briquettes, are exempted from the ban when used according to the manufacturer's instructions.

Campfires and recreational fires are allowed in developed campgrounds and private residences, provided they comply with the following limitations: Contained within a pit or ring, not to exceed 3 feet in diameter, 3 feet flame height, and 25 feet from structures or ignitable objects and should be screened to eliminate airborne embers.

Only non-aerial fireworks are allowed in non-wildland urban interface areas. Per Idaho State Code, no aerial fireworks are allowed anywhere except for approved professional fireworks displays.

"The hills and benches in and around Pocatello are covered in junipers, sagebrush, and cheatgrass that are prone to rapid ignition and extreme fire behavior," said Pocatello Fire Marshal Dean Bullock "It only takes a single ember to cause what could become a devastating wildfire. I strongly encourage all citizens to heed the ban and potentially save the lives and homes of fellow residents."

The ban will remain in place until October 1, 2025, or until conditions allow it to be lifted.

Residents with questions about the burn ban or fireworks are encouraged to contact their local fire department/district.

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Requestor Name:

Kiel Burmester

Department:

Public Works

Requestor Email:

kielb@bannockcounty.gov

Item(s) to be considered:

Presenting a monthly Public Works update

Date of meeting being requested:

06/19/2025

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:



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E-mail this completed form and any supporting documents to agendarequest@bannockcounty.us by NOON on the Thursday prior to the scheduled meeting.

Name/Department:

Shanda Crystal/Chief Procurement Officer

Item to be considered/background:

Request to discuss a decision regarding YDC/Event Center data ports.

How much time will be needed? Meeting date requested:

5 minutes

6/19/25

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:

Adam McKinney and Daniel Kendall

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

Commissioner Office Only:
Date: 6/19/25 Time: _____



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E-mail this completed form and any supporting documents to agendarequest@bannockcounty.us by NOON on the Thursday prior to the scheduled meeting.

Name/Department:

Matthew K. Phillips / Human Resources & Risk Management

Item to be considered/background:

Request ancillary insurance coverage policy application be signed for planned July 12, 2025 Billy Currington concert.

How much time will be needed? Meeting date requested:

2 minutes

6/19/25

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:

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

Commissioner Office Only:
Date: 6/19/25 Time: _____



One Bala Plaza, Suite 100
 Bala Cynwyd, Pennsylvania 19004
 610.617.7900 Fax 610.617.7940
 PHLI.com

Proposal Date: 06/04/2025
Proposal Number: 3267884

The producer placing this policy may receive commission and additional underwriting profit share incentives. These incentives are based on the underwriting performance of this producer's book of business. Any questions about the nature of this compensation should be directed to the producer.

In order to complete the underwriting process, we require that you send us the additional information requested in the "conditions" section of this proposal. We are not required to bind coverage prior to our receipt, review and underwriting approval, of said additional information. However, if we do bind coverage, it shall be for a temporary period of not more than 30 days. Such temporary binding of coverage shall be void ab initio ("from the beginning") if we have not received, reviewed and approved in writing such materials within 15 days from the effective date of the temporary binder. This 30 day temporary conditional binder may be extended only in writing signed by the Insurer. Payment of premium shall not operate to extend the binding period or nullify the automatic voiding as described above.

This quotation is strictly conditioned upon no material change in the risk occurring between the date of this proposal and the inception date of the proposed policy (including any claim or notice of circumstances that which may reasonably expected to give rise to a claim under any policy of which the policy being proposed by this letter is a renewal or replacement). In the event of such change in risk, the Insurer may in its sole discretion, whether or not this quotation has been already accepted by the Insured, modify and/or withdraw this quotation.

Subject to the terms and conditions outlined above and prior to the quote expiration date, this quote may be bound by signing and dating below and by initialing, on the previous page, the option to be bound. This form will then act as the binder of coverage for 30 days from the date signed and may be distinguished by the Quotation number on page 1. This binder is only valid for 30 days.

No coverage is afforded or implied unless shown in this proposal.

This proposal does not constitute a binder of insurance.

This proposal is strictly limited to the terms and conditions herein. Any other coverage extensions, deletions or changes requested in the submission are hereby rejected.

Jeff Hough

June 19, 2025

 Signature of Authorized Insurance Representative

 Date

Philadelphia Indemnity Insurance Company

Locations Schedule

Proposal Number: 3267884

Premis. No.	Bldg. No.	Address
0001	0001	10588 Fairground Drive, Pocatello, ID 83201

Philadelphia Indemnity Insurance Company

Form Schedule – Policy

Proposal Number: 3267884

Forms and Endorsements applying to this Coverage Part and made a part of this policy at time of issue:

Form	Edition	Description
BJP1901	1298	Commercial Lines Policy Jacket
PP2020	0220	Privacy Policy Notice
CPDPIC	0614	Common Policy Declarations
Location Schedule	0100	Location Schedule
PICME1	1009	Crisis Management Enhancement Endorsement
IL0021	0908	Nuclear Energy Liability Exclusion Endorsement
IL0017	1198	Common Policy Conditions
IL0204	0908	Idaho Changes - Cancellation and Nonrenewal

Philadelphia Indemnity Insurance Company

Form Schedule – General Liability

Proposal Number: 3267884

Forms and Endorsements applying to this Coverage Part and made a part of this policy at time of issue:

Form	Edition	Description
Gen Liab Dec	1004	Commercial General Liability Coverage Part Declaration
Gen Liab Schedule	0100	General Liability Schedule
CG0001	0413	Commercial General Liability Coverage Form
CG2100	0798	Exclusion - All Hazards in Connection With Designated Premises
CG2101	1185	Exclusion - Athletic or Sports Participants
CG2106	0514	Exclusion - Access or Disclosure of Confidential or Personal Information and Data-Related Liability With Limited Bodily Injury Exception
CG2109	0615	Exclusion - Unmanned Aircraft
CG2116	0413	Exclusion - Designated Professional Services
CG2132	0509	Communicable Disease Exclusion
CG2135	1001	Exclusion - Coverage C - Medical Payments
CG2144	0417	Limitation of Coverage to Designated Premises, Project or Operation
CG2147	1207	Employment-Related Practices Exclusion
CG2153	0196	Exclusion - Designated Ongoing Operations
CG2167	1204	Fungi or Bacteria Exclusion
CG2170	0115	CAP ON LOSSES FROM CERTIFIED ACTS OF TERRORISM
CG2404	0509	Waiver of Transfer of Rights of Recovery Against Others to Us
PIACL001	0120	Absolute Cyber Liability and Electronic Exclusion
PIAS005	1113	Limitation of Coverage to a Specified Event and Event Date
PIAS006	0404	Exclusion - Pyrotechnicians/Fireworks
PIAS007	0404	Exclusion - Performer(s)
PIAS010	0404	Additional Insured: Owners and/or Lessors of Premises, Lessors of Leased Equipment, Sponsors or Co-Promoters
PIAS013	0404	Exclusion - Miscellaneous Activities and Devices
PIAS014	0404	Earned Premium Endorsement (Fully Earned Premium)
PIGL001	0894	Exclusion - Lead Liability
PIGL002	0894	Exclusion - Asbestos Liability
PIGL017	0616	Hired and Non-Owned Auto Liability
PISAM006	0117	Abuse or Molestation Exclusion
PISE007	1111	Additional Insured Primary and Non-Contributory Insurance

Philadelphia Indemnity Insurance Company

COMMERCIAL GENERAL LIABILITY COVERAGE PART DECLARATIONS

Proposal Number: 3267884

Agent # 28790

See Supplemental Schedule

LIMITS OF INSURANCE

\$	4,000,000	General Aggregate Limit (Other Than Products – Completed Operations)
\$	4,000,000	Products/Completed Operations Aggregate Limit (Any One Person Or Organization)
\$	2,000,000	Personal and Advertising Injury Limit
\$	2,000,000	Each Occurrence Limit
\$	300,000	Rented To You Limit
\$	0	Medical Expense Limit (Any One Person)

FORM OF BUSINESS: Other

Business Description: Special Events

Location of All Premises You Own, Rent or Occupy: **SEE SCHEDULE ATTACHED**

AUDIT PERIOD, ANNUAL, UNLESS OTHERWISE STATED: This policy is not subject to premium audit.

Classifications	Code No.	Premium Basis	Rates		Advanced Premiums	
			Prem./Ops.	Prod./Comp. Ops.	Prem./Ops	Prod./Comp. Ops.
SEE SCHEDULE ATTACHED						
TOTAL PREMIUM FOR THIS COVERAGE PART:					\$312.00	\$

RETROACTIVE DATE (CG 00 02 ONLY)

This insurance does not apply to "Bodily Injury", "Property Damage", or "Personal and Advertising Injury" which occurs before the retroactive date, if any, shown below.

Retroactive Date: _____

FORM (S) AND ENDORSEMENT (S) APPLICABLE TO THIS COVERAGE PART: Refer To Forms Schedule

Countersignature Date

Authorized Representative

Philadelphia Indemnity Insurance Company

COMMERCIAL GENERAL LIABILITY COVERAGE PART SUPPLEMENTAL SCHEDULE

Proposal Number: 3267884

Classifications	Code No.	Premium Basis	Rates		Advance Premiums	
			Prem./Ops.	Prod./Comp. Ops.	Prem./Ops.	Prod./Comp. Ops.
PREM NO. 001						
ID ATTENDEES	63218	1500 ATTENDANT	\$ 0.189		\$ 284.00	
ADDITIONAL INSURED					\$ 28.00	
EVENT PREMIUM					\$ 284.00	
HIRED/NON-OWNED AUTO					\$ 150.00	
WAIVER OF SUBROGATION					\$ 50.00	
PRIMARY NON-CONTRIBUTORY					\$ 50.00	
TOTAL PREMIUM					\$ 563.00	



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E-mail this completed form and any supporting documents to agendarequest@bannockcounty.us by NOON on the Thursday prior to the scheduled meeting.

Name/Department:

Matthew K. Phillips / Human Resources & Risk Management

Item to be considered/background:

Request ancillary insurance coverage policy application be signed for planned July 19, 2025 Stephen Wilson Jr. concert.

How much time will be needed? Meeting date requested:

2 minutes

6/19/25

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:

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

Commissioner Office Only:

Date: _____ Time: _____



A Member of the Tokio Marine Group

One Bala Plaza, Suite 100
 Bala Cynwyd, Pennsylvania 19004
 610.617.7900 Fax 610.617.7940
 PHLI.com

Proposal Date: 06/04/2025
Proposal Number: 3267921

The producer placing this policy may receive commission and additional underwriting profit share incentives. These incentives are based on the underwriting performance of this producer's book of business. Any questions about the nature of this compensation should be directed to the producer.

In order to complete the underwriting process, we require that you send us the additional information requested in the "conditions" section of this proposal. We are not required to bind coverage prior to our receipt, review and underwriting approval, of said additional information. However, if we do bind coverage, it shall be for a temporary period of not more than 30 days. Such temporary binding of coverage shall be void ab initio ("from the beginning") if we have not received, reviewed and approved in writing such materials within 15 days from the effective date of the temporary binder. This 30 day temporary conditional binder may be extended only in writing signed by the Insurer. Payment of premium shall not operate to extend the binding period or nullify the automatic voiding as described above.

This quotation is strictly conditioned upon no material change in the risk occurring between the date of this proposal and the inception date of the proposed policy (including any claim or notice of circumstances that which may reasonably expected to give rise to a claim under any policy of which the policy being proposed by this letter is a renewal or replacement). In the event of such change in risk, the Insurer may in its sole discretion, whether or not this quotation has been already accepted by the Insured, modify and/or withdraw this quotation.

Subject to the terms and conditions outlined above and prior to the quote expiration date, this quote may be bound by signing and dating below and by initialing, on the previous page, the option to be bound. This form will then act as the binder of coverage for 30 days from the date signed and may be distinguished by the Quotation number on page 1. This binder is only valid for 30 days.

No coverage is afforded or implied unless shown in this proposal.

This proposal does not constitute a binder of insurance.

This proposal is strictly limited to the terms and conditions herein. Any other coverage extensions, deletions or changes requested in the submission are hereby rejected.

Jeff Hough

June 19, 2025

Signature of Authorized Insurance Representative

Date

Philadelphia Indemnity Insurance Company**Locations Schedule****Proposal Number: 3267921**

Premis. No.	Bldg. No.	Address
0001	0001	10588 Fairground Drive, Pocatello, ID 83201

Philadelphia Indemnity Insurance Company

Form Schedule – Policy

Proposal Number: 3267921

Forms and Endorsements applying to this Coverage Part and made a part of this policy at time of issue:

Form	Edition	Description
BJP1901	1298	Commercial Lines Policy Jacket
PP2020	0220	Privacy Policy Notice
CPDPIIC	0614	Common Policy Declarations
Location Schedule	0100	Location Schedule
PICME1	1009	Crisis Management Enhancement Endorsement
IL0021	0908	Nuclear Energy Liability Exclusion Endorsement
IL0017	1198	Common Policy Conditions
IL0204	0908	Idaho Changes - Cancellation and Nonrenewal

Philadelphia Indemnity Insurance Company

Form Schedule – General Liability

Proposal Number: 3267921

Forms and Endorsements applying to this Coverage Part and made a part of this policy at time of issue:

Form	Edition	Description
Gen Liab Dec	1004	Commercial General Liability Coverage Part Declaration
Gen Liab Schedule	0100	General Liability Schedule
CG0001	0413	Commercial General Liability Coverage Form
CG2100	0798	Exclusion - All Hazards in Connection With Designated Premises
CG2101	1185	Exclusion - Athletic or Sports Participants
CG2106	0514	Exclusion - Access or Disclosure of Confidential or Personal Information and Data-Related Liability With Limited Bodily Injury Exception
CG2109	0615	Exclusion - Unmanned Aircraft
CG2116	0413	Exclusion - Designated Professional Services
CG2132	0509	Communicable Disease Exclusion
CG2135	1001	Exclusion - Coverage C - Medical Payments
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CG2147	1207	Employment-Related Practices Exclusion
CG2153	0196	Exclusion - Designated Ongoing Operations
CG2167	1204	Fungi or Bacteria Exclusion
CG2170	0115	CAP ON LOSSES FROM CERTIFIED ACTS OF TERRORISM
CG2404	0509	Waiver of Transfer of Rights of Recovery Against Others to Us
PIACL001	0120	Absolute Cyber Liability and Electronic Exclusion
PIAS005	1113	Limitation of Coverage to a Specified Event and Event Date
PIAS006	0404	Exclusion - Pyrotechnicians/Fireworks
PIAS007	0404	Exclusion - Performer(s)
PIAS010	0404	Additional Insured: Owners and/or Lessors of Premises, Lessors of Leased Equipment, Sponsors or Co-Promoters
PIAS013	0404	Exclusion - Miscellaneous Activities and Devices
PIAS014	0404	Earned Premium Endorsement (Fully Earned Premium)
PIGL001	0894	Exclusion - Lead Liability
PIGL002	0894	Exclusion - Asbestos Liability
PIGL017	0616	Hired and Non-Owned Auto Liability
PISAM006	0117	Abuse or Molestation Exclusion
PISE007	1111	Additional Insured Primary and Non-Contributory Insurance

Philadelphia Indemnity Insurance Company

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Proposal Number: 3267921

Agent # 28790

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\$	4,000,000	General Aggregate Limit (Other Than Products – Completed Operations)
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\$	2,000,000	Personal and Advertising Injury Limit
\$	2,000,000	Each Occurrence Limit
\$	300,000	Rented To You Limit
\$	0	Medical Expense Limit (Any One Person)

FORM OF BUSINESS: Other

Business Description: Special Events

Location of All Premises You Own, Rent or Occupy: **SEE SCHEDULE ATTACHED**

AUDIT PERIOD, ANNUAL, UNLESS OTHERWISE STATED: This policy is not subject to premium audit.

Classifications	Code No.	Premium Basis	Rates		Advanced Premiums	
			Prem./Ops.	Prod./Comp. Ops.	Prem./Ops	Prod./Comp. Ops.
SEE SCHEDULE ATTACHED						
TOTAL PREMIUM FOR THIS COVERAGE PART:					\$187.00	\$

RETROACTIVE DATE (CG 00 02 ONLY)

This insurance does not apply to "Bodily Injury", "Property Damage", or "Personal and Advertising Injury" which occurs before the retroactive date, if any, shown below.

Retroactive Date: _____

FORM (S) AND ENDORSEMENT (S) APPLICABLE TO THIS COVERAGE PART: Refer To Forms Schedule

Countersignature Date

Authorized Representative

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COMMERCIAL GENERAL LIABILITY COVERAGE PART SUPPLEMENTAL SCHEDULE

Proposal Number: 3267921

Classifications	Code No.	Premium Basis	Rates		Advance Premiums	
			Prem./Ops.	Prod./Comp. Ops.	Prem./Ops.	Prod./Comp. Ops.
PREM NO. 001						
ID ATTENDEES	63218	900 ATTENDANT	\$ 0.189		\$ 170.00	
ADDITIONAL INSURED					\$ 17.00	
EVENT PREMIUM					\$ 170.00	
HIRED/NON-OWNED AUTO					\$ 150.00	
WAIVER OF SUBROGATION					\$ 50.00	
PRIMARY NON-CONTRIBUTORY					\$ 50.00	
TOTAL PREMIUM					\$ 438.00	