



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Monday, June 16, 2025
Commissioners present:	Jeff Hough and Ken Bullock
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	Ernie Moser
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, and Accountant Kaytlyn Alvord

Agenda Details

AGENDA	
1	Fiscal Year 2026 Budget Meetings possible Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (action item)
2	Fiscal Year 2026 Budget Meetings possible Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (action item)

Meeting Notes

- The Board met with the following in preparation for the FY26 budget.

10:02 AM Chief Technical Officer Adam McKinney reviewed the IT budget eliminated one position, and changes were highlighted for computer supplies, cyber security, phones, property acquisition, and Office software. Discussion was had on the computer replacement plan.

10:15 AM McKinney reviewed the E911 budget is an enterprise fund with no personnel and changes highlighted included hardware, training and certifications, maintenance, Spillman hardware, and equipment upgrades.

10:35 AM Arlen Walker, President of the Historical Society, reviewed a budget change to remove the capital request. Walker explained the budget increases are to accommodate the increased visitors with additional staff to increase the staffing hours. Discussion ensued on management of the property, the one-third budget increase, and revenues.

10:57 AM Assessor Anita Hymas and Chief Deputy Assessor Randy Hobson appeared. Hymas reviewed the Assessor budget remains the same, but she would ask for an increase in wages. Discussion ensued on admin fees, and DMV process.

11:05 AM Hymas reviewed budget changes in appraisal salaries, travel and education, printing and postage, GIS, and pictometry.
- The Board met with the following in preparation for the FY26 budget.

1:06 PM Public Works Director Kiel Burmester and Assistant Public Works Director Buddy Romriell appeared. Bullock moved to enter into executive session under Idaho Code §74-206(1)(a)&(b) regarding personnel. The motion passed by roll call vote. 1:19 PM Bullock moved to exit executive session. The

motion passed. Burmester reviewed budget changes that included moving a mechanic from the Landfill budget, billing, admin fee, overtime/comp time changes, and equipment.

1:48 PM The Noxious Weed budget was reviewed.

1:50 PM The Snowmobile budget was reviewed, and discussion ensued on emergency calls, ride alongs, revenues from sticker sales, capital, and vehicles.

2:04 PM The Mosquito budget has been reduced from the previous year.

2:07 PM Landfill Manager Dillon Evans and Management Assistant Aubri Lewis appeared. The Landfill budget was reviewed with changes to making a part time scale house position full time, bank credit card fees, and remediation. Discussion ensued on the Posi-Shell machine.

2:34 PM The Gas to Energy budget did not have much change.

2:40 PM Hal Planning Director Hal Jensen and Assistant Planning Director Tristan Bourquin appeared. Hough moved to enter executive session under Idaho Code §74-206(1)(a)&(b) regarding personnel. The motion passed by roll call vote. 2:49 PM Bullock moved to exit executive session. The motion passed. Jensen reviewed budget changes stormwater management, computer software, travel, education, and making the code enforcement position full time. Discussion ensued on surveyor contracting.

3:00 PM Coroner Torey Danner and Chief Deputy Coroner JR Farnsworth appeared. Danner reviewed changes to the budget include a 4.8% increase in professional services (autopsy and toxicology) and operational supplies and an increase for building costs. There are issues with one vehicle, but the goal is to hold out until FY27 to request a vehicle.

3:05 PM Evie McCurry, Adult Probation and Pretrial Director, reviewed there are no significant budget changes other than capital to transition firearms to be uniform with the Sheriff's Office. McCurry explained a firearm buyback program to bring down the cost. The department is up to date on all uniforms with the exception of one new employee.

3:10 PM HR and Risk Management Director Matthew Phillips reviewed priorities as recruiting and leveraging technology resources. Phillips reported he has been looking at different flex spending plans and is hoping to have a proposal soon. The budget includes funds to turn the chambers into a training room and HR records storage and funds for digitizing records. Discussion ensued on improving safety training, software, flex spending, wellness resources, and ICRMP.

3:26 PM The Risk Management budget was reviewed, with changes to premiums. Discussion included insurance admin costs and reconciling the Blue Cross bills.

3:30 PM Seth Scott, Juvenile Detention Director, reviewed the center is owned with five other counties and the budget has been approved by that board. Scott reviewed a line item was added for funding from the state for a clinician that is going to a reimbursement.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
FY26 budget prep meetings: IT, E911, Historical Society, Assessor/Appraisal, Road and Bridge, Noxious Weed, Snowmobile, Mosquito, Landfill, Gas to Energy, Planning and Development, Coroner, Adult Probation, HR, Risk Management, and Juvenile Detention.	Auditing