



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Wednesday, June 18, 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, 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.

9:29 AM Hough called the meeting to order. Moser moved to amend the agenda to begin the afternoon meeting at 2 pm. The motion passed.

9:30 AM Juvenile Probation Director Matt Olsen and Chief Juvenile Probation Officer Todd Mauger appeared. Olsen reviewed core principles, longevity recognition, personnel salaries, on-call pay, budgets, and vehicles. Discussion included bulletproof vests and mental health.

9:58 AM Procurement Officer Shanda Crystal and reviewed Procurement budget changes.

10:00 AM Business Manager and Event Director Scott Crowther and Operations Manager Jake Crump appeared to review the budget for Event Center and Bannock County Events. Crowther requested a position title change to something like general manager and complex director. Crowther requested consideration of an increase for CDL staff, management staff increases, professional services, capital request for a tractor, and other budget clean-up changes. Discussion on movies in the park. Capital snow blow, parking lot and pathway resurfacing

10:23 AM The Events budget was reviewed, with discussion on Fairgrounds event funds and concert buys. Discussion ensued on path maintenance

10:31 AM Facilities Director Dan Kendall appeared and reviewed the Facilities budget. Kendall requested a snow removal contract and new snow plow. The capital outlay projects need prioritized and included courthouse parking lot replacement, storage shed, Ag Extension sewer line, and Juvenile Clerk area expansion.

10:39 AM Nikki Ennis and JoAnn Agnelli from Ag Extension appeared. Ennis reviewed the Ag budget changes to maintenance, hostess supply, travel with an additional educator, 4-H vehicle,
 10:46 AM Ennis reviewed the 4-H budget did not change. Klauser reported there is one wage that needs adjusted.

10:57 AM Hough exited. Emergency Management Director Wes Jones appeared. Moser moved to enter into executive session under Idaho Code §74-206(1)(a)&(b) regarding personnel. The motion passed by roll call vote. 11:02 AM Moser moved to exit executive session. The motion passed. Jones reviewed the only change to the budget are the salary increases. Dixon pointed out the positions are half funded from a grant.

11:05 AM Veteran’s Services Officer Melissa Hartman appeared and requested a grade revision. The numbers served were reviewed and justifications of the proposed job family. A new position was requested. The budget was reviewed.

- 2 2:01 PM Moser moved to enter into executive session under Idaho Code §74-206(1)(a)&(b) regarding personnel. The motion passed by roll call vote. 2:39 PM Hough moved to exit executive session. The motion passed. Bullock reviewed discussion of eliminating the chief of staff position, but recommended changing that position to a senior management assistant at a grade 12. The Commission budget was reviewed. Discussion ensued on the NACO conference in Hawaii. The County Operations budget reviewed. Discussion ensued on charitable contributions, fuel, potential litigation, flex spending funds, Independence Day funds, USA 250th Birthday, military birthdays, Grant match, capital vehicles, and Road and Bridge capital building. 3:52 PM Discussion resumed on contingency, fair district, health department, opioid, and waterways.

2:59 PM Assistant Chief Deputy Prosecutor Alan Boehme, Prosecutor Ian Johnson, and Chief Deputy Prosecutor Jon Radford appeared. Radford explained the memo submitted contained the office’s point of view and needs. 3:03 PM Moser moved to enter into executive session under Idaho Code §74-206(1)(a)&(b) regarding personnel. The motion passed by roll call vote. 3:16 PM Hough moved to exit executive session. The motion passed. Radford reviewed wage comparisons to the public defenders. The proposed budget is hoping to retain attorneys. A position title change to senior or paralegal for the second lead support staff was requested to allow for growth.

3:31 PM Fair Board Coordinator Jamie Pehrson, Fairgrounds Maintenance Alex Hauser, and Fair Board member D’Lyn Moser Evans appeared to review the Fair budget. The maintenance budget increased due to the new building. Discussion ensued on inventory, utilities, and rent. Event funds outside the Fair will be put in the general fund and come to the Board.

3:40 PM The Exhibit budget had a small increase. With the new building, expenses are difficult to estimate. Discussion ensued on rental usage and where those people are from.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved amended agenda.	Clerk
FY26 budget prep meetings were had to review budgets for Juvenile Probation, Procurement, Event Center, Facilities, 4H, Ag Extension, Veterans Services, Commission, County Operations, Junior College, Waterways, Contingency, Health District, Opioid, Indigent Defense, Fair District, Prosecutor, and Fair Board Maintenance and Exhibit.	Auditing
Approved entry/exit executive session – personnel.	Clerk