



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.

Tuesday, July 1, 2025

9:00 AM Business Meeting (action items)

Agenda:

- Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)
- Matt Olsen, Juvenile Justice, regarding review and signature of the updated Passthrough Funds Recipient Agreement with the Idaho Department of Juvenile Corrections (requested 5 minutes) (action item)
- Todd Mauger, Juvenile Justice, requesting approval and signature on a Non-Binding Memorandum of Understanding to establish a Crisis Intervention Team Collaborative (requested 5 minutes) (action item)
- Dillon Evans, Solid Waste, seeking approval of and signature on (1) Resolution No. 2025-46 In the Matter of Renewal of Contract for PSI Solid Waste Collection Services (2) Rental Agreement with Vermeer Mountain West for a compost screener, and (3) Rate Negotiation with Global Payments for Landfill credit card processing fees (requested 10 minutes) (action item)

- Kristi Davenport, Commission, request to purchase parcel number RPRMCPM0009319. This parcel was offered at the Tax Sale on October 29, 2024 and did not sell. The offer is \$125.00. (requested 5 minutes) (action item)

RESOLUTIONS AND ORDINANCES (action items):

Resolution No. 2025-47 Approving June 2025 Alcohol Licenses

Resolution No. 2025-48 Approving June 2025 Salaries

LETTERS AND NOTICES (action items):

Public Hearing Notice

SIGNATURE ONLY (action items):

CONSENT AGENDA (action items):

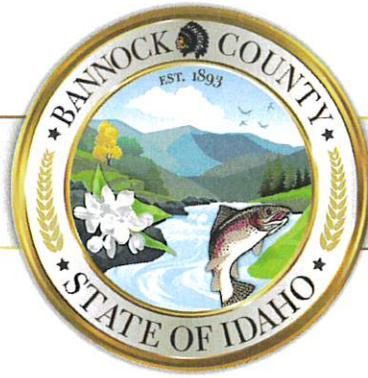
- Manual Checks
- Alcohol Licenses and Catering Permits
- Certificate of Residency Approval
- Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session
- Independence Day Vendor Agreements
- Technology Forms
- Approval of Meeting Minutes for June 16, 17, 18, 19, and 24, 2025 and Board of Equalization Minutes for June 19 and 25, 2025, and Certification of Said Minutes

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

1:00 PM 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:

Matt Olsen

Department:

Bannock County Juvenile Justice

Requestor Email:

matto@bannockcounty.gov

Item(s) to be considered:

Review and signature of the updated agreement between Bannock County and the Idaho Department of Juvenile Corrections for Bannock County to access pass through funds for substance abuse and mental health funding for adolescents that have a gap in coverage. This agreement has been reviewed by the prosecutor's office.

Date of meeting being requested:

07/01/2025

Time requested:

5 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

Agreement

Contract/Agreement Begin Date:

07/01/2025

Contract/Agreement End Date:

06/30/2026

List of additional attendees:

Matt Olsen



PASSTHROUGH FUNDS RECIPIENT AGREEMENT

Recipient: Bannock County

The Community Based Alternative Services (CBAS) Program, and the Substance Use Disorder Services (SUDS) Program.

The Idaho Department of Juvenile Corrections (“IDJC” or “Department”) is authorized by the Legislature of the State of Idaho to approve disbursement of funds for the purpose of payment for the CBAS and SUDS program. The CBAS and SUDS Program is designed to fill gaps in local services or resources to serve youth with mental health or substance use disorder needs who are at a high risk of commitment to the Department locally, where families can participate more fully in their treatment and increase the likelihood of their success. The funding also provides resources to fill gaps in local services to serve youth returning to the community from state commitment to increase the likelihood of successful reintegration. These funds are intended to supplement local resources and may not be used to supplant existing funding sources to include Medicaid, private insurance, or self-pay for services provided for juvenile justice purposes. This funding source is pursuant to 20-504A, Idaho Code, and the Sixty Eighth Session of the Idaho Legislature, Senate Bills 1107 and 1173 in the amount of \$3,613,200. In addition, the SUDS Program is designed to operate by utilizing the IDJC Provider network and will adhere to the relevant SUDS District or Tribal Plan.

This agreement will be administered in conformity with the policies and fiscal requirements of the Idaho Department of Juvenile Corrections.

The authorized period of performance for these funds is July 1, 2025, through June 30th, 2026, except as extended and authorized in writing by the Idaho Department of Juvenile Corrections. The Department makes this award based on the facts and conditions described in this agreement, and any changes thereto must be made in writing and approved by the Department.

This PASSTHROUGH FUNDS RECIPIENT AGREEMENT shall become effective upon return to the Department of Juvenile Corrections. Once fully executed by all parties, the agreement will be retroactively authorized to the start date of July 1st, 2025.

SPECIAL CONDITIONS

The Department and the County each agree to the following:

A. In order to receive CBAS and SUDS funds, The COUNTY shall:

1. Assume the responsibility of screening and determining service needs for clients. This includes:
 - a. Determining treatment options that are evidence-based.
 - b. Exploring and exhausting all available funding sources, including checking Medicaid eligibility, encouraging enrollment in Medicaid, and private insurance.

c. Finding and collaborating with appropriate providers.

2. Utilize the IDJC SUDS Provider Network exclusively or obtain approval from the IDJC Behavioral Health Unit for out-of-network providers.
3. Initiate authorization for services, coordinate and oversee private providers, and provide supervision for participating youth, at a level agreed upon by the juvenile probation department, only when the IDJC SUDS Provider Network is NOT feasible.
4. Initiate authorization for services, coordinate and oversee private providers, and provide supervision for participating youth, at a level agreed upon by the juvenile probation department for the CBAS Program.
5. Use a screening tool such as YLS/CMI or other validated screening tools to identify specific needs and challenges of the youth for services when appropriate and available.
6. Work with IDJC to maintain authorizations, extensions, and reimbursements through the approved application as defined by IDJC.
7. Request reimbursement from the IDJC within thirty (30) days of service.
8. Adhere to all applicable laws, rules, and guidelines, including procurement laws.

B. The DEPARTMENT shall:

1. Reimburse the County (IDJC preferred) or Provider for allowable and approved treatment expenses identified by a probation team for youth remaining in their community until funds have been exhausted, funding is otherwise discontinued, or either party terminates the Agreement by giving the other party thirty (30) days written notice.
2. Be responsible for program monitoring, managing of this agreement, and software applications within the appropriation provided.
3. Develop and evaluate policies, draft regulations, and overall administration of the CBAS Program.
4. Establish rates with providers for the CBAS program that are reasonable, necessary, and appropriate for the service provided. The SUDS rate matrix will be used for the SUDS program.
5. Process client authorizations, service coordination, billing, and compilation of client data through the approved application as defined by IDJC.
6. Complete YLS/CMI while the youth is in state custody, as applicable.

C. IDJC and the COUNTY, in order to support these programs to keep youth in their community, or successfully reintegrate youth in state custody back into their homes, communities and families, also agree as follows:

1. IDJC and County Juvenile Probation Officers will participate in routine staffing sessions for each participating youth, prior to their release from IDJC custody, to jointly support CBAS funding.
2. The parties to this Agreement understand that the success of these programs is dependent on the collaboration of all and commit to a partnership toward that goal. Unless terminated thereto, this Agreement ends June 30, 2026, and is renewable upon mutual consent of the parties. However, either party may terminate the Agreement by giving the other party thirty (30) days written notice, or if State funds for these programs have been exhausted or otherwise discontinued.

3. In the event a youth is receiving services at the time of expiration or termination of this Agreement, services for that youth shall continue until the services are complete or otherwise concluded. Allowable costs for such services will be paid by the Department according to the program guidelines. However, no additional youth shall begin services in the County after the date of expiration of the Agreement, or after the date the thirty (30) day notice has been given to terminate the Agreement.

By: _____

Title: Amy Anderson, Division Administrator & CFO
Idaho Dept. of Juvenile Corrections
954 W. Jefferson St. PO Box 83720
Boise, Idaho 83720-0285

Date: _____

ACCEPTANCE

RECIPIENT hereby signifies its acceptance of the above-described program/project on the terms and conditions set forth above or incorporated by reference therein. I hereby certify that the Program/Project Director and Financial Officer named in the application have read, initialed and will comply with the attached Special Conditions in the administration of this funding.

The Idaho Department of Juvenile Corrections is hereby authorized and directed to make payment on a reimbursable basis for all funds awarded under this Program/Project directly to the subrecipient named in the Program/Project application.

Commissioners for _____ County, State of Idaho

Signed: _____ Jeff Hough

Title: Commissioner, Chairman

Signed: _____ Ernie Moser

Title: Commissioner

Signed: _____ Ken Bullock

Title: Commissioner

Attest:

Signed: _____ Jason Dixon

Date: 7/1/2025

County Clerk

Signed: _____

Date: _____

Chief Juvenile Probation Officer

BANNOCK COUNTY COMMISSIONERS
624 E. Center, Pocatello, ID 83201
Phone: (208) 236-7210 • Fax: (208) 232-7363



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Business Meeting Agenda Request Form

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Requestor Name:

Todd Mauger

Department:

Bannock County Juvenile Justice

Requestor Email:

Toddm@bannockcounty.gov

Item(s) to be considered:

Non-Binding MOU for the Region 6 Crisis Intervention Team Collaborative. This will allow Bannock County Juvenile Justice and The Village to participate and assist with crisis intervention related to Youth Mental Health.

Date of meeting being requested:

07/01/2025

Time requested:

5 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

Agreement

Contract/Agreement Begin Date:

07/01/2025

Contract/Agreement End Date:

07/01/2026

List of additional attendees:

Matt Olsen, Dan Montgomery, or Todd Mauger- There is another Juvenile Justice Related MOU on the

Non-Binding Memorandum of Understanding (MOU)
Between
City Police Departments, County Sheriff, County Paramedics, Idaho Department of Health & Welfare, Regional Crisis Centers, and other agencies providing emergency assistance
to establish a
Crisis Intervention Team Collaborative (CITC)

This Non-binding Memorandum of Understanding (hereinafter referred to as MOU) is entered into by city police departments, county sheriff, county paramedics, Idaho Department of Health & Welfare, regional crisis centers, and other agencies providing emergency assistance for the purpose of establishing a county-wide Crisis Intervention Team Collaborative (hereinafter referred to as CITC) between community agencies (hereinafter referred to as the Parties) involved in the handling of behavioral health crisis. The Parties understand and agree that this MOU is non-binding upon the Parties hereto, the intent being that each party will use its best efforts to comply with the terms and conditions of this Memorandum.

Purpose:

This Non-Binding MOU seeks to establish a framework for a CITC to collaborate and consult, as applicable, between the Parties for the purposes of training and service referral. The purpose of the collaboration between the parties to this MOU is to improve follow-up and continuity of care for individuals who have experienced behavioral health crisis and required emergency assistance from one or more of the Parties. It is our mutual goal to link individuals in behavioral health crisis with the appropriate behavioral health care to enhance help and support.

Crisis Intervention Teams (CIT) are designed to improve the outcomes of police interactions with people with behavioral health concerns, improve the criminal justice and mental health systems, and help prevent unnecessary incarceration of these individuals. A key component of CIT is the community collaboration and partnerships between behavioral health providers, systems of care, and law enforcement.

Non-binding Agreement:

The Parties agree to work cooperatively to:

1. Increase access to, the adoption of, and operations of effective CIT programs.
2. Improve how health care and criminal justice systems respond to people with mental illness and/or addiction.
3. Decrease the proportion of people with behavioral health concerns in the county jail.
4. Decrease incarceration and/or criminalization of people with behavioral health illness.
5. Decrease behavioral health calls for law enforcement officers.
6. Increase safety and security for all consumers, law enforcement, and community members.
7. Enhance law enforcement knowledge about and increase skills in their interactions with people experiencing behavioral health concerns.
8. Enhance the relationships between law enforcement departments and behavioral health providers and community agencies.
9. Participate in evaluation of the Parties CITC goals and outcome measures.

Confidentially:

The HIPAA Privacy Rule protects the privacy of individuals' health information (protected health information) but is balanced to ensure that appropriate uses and disclosures of the information still may be made when necessary to treat a patient, to protect the nation's public health, and for other critical purposes.

The CITC may share the minimum necessary patient information to prevent or lessen a serious and imminent threat to the health and safety of a person or the public. The release of the minimum necessary information shall be consistent with applicable law and the provider's standards of ethical conduct as set forth in 45 CFR 164.512(j).

Liability:

Parties are responsible for carrying their own liability coverage.

Funding:

There is no funding or reimbursement for the above services with this agreement.

Term:

It is mutually understood and agreed by and between the Parties that responsibilities may be modified, depending on need of any or all parties or in the event of programmatic updates or changes.

This MOU shall be signed by the Parties as authorized. This agreement shall be effective from the date of signature and shall be in effect for three (3) years. This MOU will be reviewed and updated with signatures annually.

| | |
|--|------------------------|
| Agency/Entity | Bannock County |
| Name of Person signing for Agency/Entity | Jeff Hough |
| Title | Commissioner, Chairman |

Signature

7/1/25
Date

| | |
|--|----------------|
| Agency/Entity | Bannock County |
| Name of Person signing for Agency/Entity | Ernie Moser |
| Title | Commissioner |

Signature

7/1/25
Date

| | |
|--|----------------|
| Agency/Entity | Bannock County |
| Name of Person signing for Agency/Entity | Ken Bullock |
| Title | Commissioner |

_____ 11/25
 Signature Date

| | |
|--|--|
| Agency/Entity | |
| Name of Person signing for Agency/Entity | |
| Title | |

_____ _____
 Signature Date

| | |
|--|--|
| Agency/Entity | |
| Name of Person signing for Agency/Entity | |
| Title | |

_____ _____
 Signature Date

| | |
|--|--|
| Agency/Entity | |
| Name of Person signing for Agency/Entity | |
| Title | |

_____ _____
 Signature Date

| | |
|--|--|
| Agency/Entity | |
| Name of Person signing for Agency/Entity | |
| Title | |

_____ _____
 Signature Date

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Requestor Name:

Dillon Evans

Department:

Solid Waste

Requestor Email:

DillonE@bannockcounty.gov

Item(s) to be considered:

Contract renewal for PSI waste management

Date of meeting being requested:

07/01/2025

Time requested:

5 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

Contract

Contract/Agreement Begin Date:

01/01/2026

Contract/Agreement End Date:

List of additional attendees:

Aubri Lewis

In the Matter of RENEWAL OF)
CONTRACT FOR PSI SOLID)
WASTE COLLECTION SERVICES)

R.S. 2025-46
July 1, 2025

RESOLUTION

WHEREAS, Bannock County has an ongoing contract with PSI Environmental Services, Inc, successor in interest to PSI, Inc. (“PSI”), to handle all garbage and garbage disposal for unincorporated areas of Bannock County (“County”); and

WHEREAS, PSI has requested that beginning on January 1, 2026, and on each subsequent rolling 12 months thereafter, one hundred percent (100%) of the rates set forth herein shall automatically increase or decrease by an amount equal to the increase or decrease in the CPI-U during the prior rolling twelve-month period. The “prior rolling twelve-month period” shall be calculated by establishing the CPI-U on each December 1 as compared to the immediately preceding December 1 during every year of this Agreement. For purposes of this Agreement, the term “CPI-U” shall mean the Consumer Price Index for the Mountain West CPI region published by the U.S. Department of Labor, Bureau of Labor Statistics; and

WHEREAS, pursuant to Idaho Code §§31-602 and 31-604, the County Commissioners have the sole right to renew the contract; and

WHEREAS, the County Commissioners have deemed it in the best interest of both parties and the citizens of Bannock County to continue the contract;

NOW, THEREFORE, BE IT RESOLVED that PSI is granted the sole and exclusive franchise to furnish all items necessary to provide for solid waste collection and disposal in exchange for the right to collect compensation at approved rates and this resolution is hereby made part of the Solid Waste Collection Services Contract for up to five annual periods beginning January 1, 2026.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST: _____
Jason C. Dixon, Clerk

BANNOCK COUNTY COMMISSIONERS

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Requestor Name:

Dillon Evans

Department:

Solid Waste

Requestor Email:

Dillone@bannockcounty.gov

Item(s) to be considered:

Requesting a signature on Vermeer contract for for the rental of a compost screener.

Date of meeting being requested:

07/01/2025

Time requested:

5 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

Contract

Contract/Agreement Begin Date:

Contract/Agreement End Date:

List of additional attendees:

RENTAL AGREEMENT



Vermeer Mountain West
17019 S. Weber Dr.
Chandler, AZ 85226
Tel: 480.785.4800
Fax: 480.785.4900
www.vermeermountainwest.com

Quote Number 00028149
Quote Date 4/30/2025

Account Name Bannock County Solid Waste
Billing Address 1500 North Fort Hall Mine Road
Pocatello, ID 83204
United States

This agreement is entered into between Vermeer Mountain West, located in Chandler, Arizona, hereafter referred to as Lessor and the company named below, to be known as Lessee.

Equipment and Rental Location

Model Tr5300

Value of Equipment \$300,000.00
City, State Pocatello

Rental Period, Rates, and Payment

Delivery Date 5/19/2025
Start Date 5/19/2025
End Date 5/26/2025
Subsequent Period 1 Week
Weekly \$5,000.00

Rental Rate \$5,000.00
Rental Additional Tax \$0.00
Rental Sales Tax \$300.00
Rental Total \$5,300.00

Terms and Conditions

CUSTOMER INITIAL

- X___ It is agreed that the Lessee will supply prior to start of rental period a Certificate of Insurance.
X___ The Lessee is liable for and will reimburse Lessor for amounts equal to any sales, use, license or registration fees levied or based upon the rental, use, or operation of this equipment.
X___ Rental payments are due/payable in advance of the delivery date and in advance of subsequent rental periods.
X___ Lessee agrees to return equipment with fluid levels at or above delivery levels or will be subject to re-fueling charges.
X___ Lessee is responsible for any cleaning charges of returned equipment in excess of 1.5 hours for Utility and Environmental; and 3 hours for Track and Specialty Excavation equipment (including emptying of vac tanks).
X___ Monthly rental charges for equipment will be billed on a 28 day monthly billing cycle, commencing on the date the equipment is rented. Each billing cycle will end 28 days after the start date, with payment due upon receipt of the invoice.
X___ Rental Rates are based on an 8 hour work day, a 40 hour work week, and a 176 hour work month. Any usage in excess of these rates will result in additional usage and fluid charges.

The Rental Period shall begin on the date of delivery to the LESSEE and shall end on the date of return to LESSOR'S business location designated herein. The rental period shall be the initial rental period shown on this agreement, if LESSEE retains the equipment after the expiration of said period, this agreement shall be deemed to be extended at the same rental rate (or the prorated portion thereof) and under the same terms until the equipment is returned to LESSOR. At any time after expiration of the original period LESSEE agrees to return the equipment to LESSOR within twenty-four hours after from LESSOR. This is a contract of rental ONLY and nothing herein conveys to LESSEE any right, title or interest in or to any of the equipment, except as a LESSEE.

X___ 1. HOURS

The LESSEE agrees that the rates provided for in this contract are considered straight time rates based on not more than eight (8) hours per day, forty(40) per week, or one hundred seventy six (176) hours in any consecutive thirty(30) day period. Should the equipment be used above the specified hours in any specific period, the overtime rate will be calculated as follows: 1/8th of the daily rate, 1/40th of the week rate. Or 1/176th of the monthly rate, calculated as a part of the preceding rental period, the minimum rental is one day. No allowance will be made for Sundays, Holidays, time in transit, or any period of time equipment may not be in actual use while in LESSEE'S possession, except as provided in this agreement or pre-arranged in writing.

X___ 2. REASONABLE CARE

LESSOR shall use reasonable care to see that the equipment is in proper working condition before delivery to LESSEE. If LESSEE so requests, the equipment will be operated in LESSEE'S presence at a time and place designated by LESSOR prior to delivery. If the equipment shipped to LESSEE arrives in damaged condition, LESSEE shall note such damage on the bill-of-lading or any other receipt requested by the transporter and shall immediately notify LESSOR.

X 3. MAINTENANCE

LESSEE agrees to care for the equipment properly, to use in within its rated capacity, to restrict its use to LESSEE'S qualified personnel and to prohibit anyone other than LESSOR'S authorized personnel to repair, modify or adjust the equipment and to notify LESSOR immediately of accidents, disabilities, failures or like information concerning the equipment, LESSEE further agrees to pay for all damage to the equipment resulting from causes from other than normal wear and tear upon receipt of invoice, LESSEE shall take care of normal needs of the equipment including, chain or rock-wheel hard-facing, all fluid levels and all necessary lubrication as set forth in the Machine Operators Manual or as required by LESSOR, LESSEE agrees to make the equipment available to LESSOR for any needed repairs during the normal business hours. If LESSEE requires service at times other than LESSOR'S business hours, LESSEE agrees to pay the difference between LESSOR'S straight time and overtime rate.

X 4. DOWNTIME

In the event the equipment becomes inoperable for reasons other than accident, improper use, or failure of LESSEE to comply its obligations, no rental shall be charged for the period of time between actual notice to LESSOR of the inoperable condition of the equipment and the time when it is returned to service. LESSOR shall not be obligated to furnish substitute equipment nor shall it be liable for down time or special or consequential damages of any nature. The equipment must be returned to LESSOR and be available for rental if LESSEE wishes to temporarily terminate the rental period, machine will be subject to availability.

X 5. INSURANCE

[REDACTED] LESSEE, at its own expense shall carry public liability and property damage insurance, including death, for a minimum of five hundred thousand (500,000.00) dollars, single limit. All equipment also to be insured to its full value against all risk, physical damage, fire and theft, naming LESSOR as additional insured for all above. Certificated to be supplied to LESSOR, 10 day notice of cancellation to be included.

X 6. DEFAULT

If LESSEE shall default in the payment of any installment of rent, or any other amount payable to LESSOR, or if LESSEE fails to comply with the terms, covenants, or conditions LESSOR may at its option terminate LESSEE'S right to possession of the equipment. If LESSEE or its creditors files for release under any bankruptcy or similar law for the release of debtors, or if LESSEE makes any assignment for the benefits of creditors, or if a receiver is appointed to take possession of any of the assets of the LESSEE, then in any of these events the LESSOR shall at its option terminate LESSEE'S right to possession without notice. The equipment and any rights of LESSEE shall be surrendered to LESSOR and LESSOR may take possession and is authorized by LESSEE to enter upon any premises of LESSEE without notice for the purpose of taking possession of the equipment. The LESSEE shall remain liable for all the sums due and unpaid, plus reasonable expenses and attorney fees.

X 7. LAWFUL USE AND NOTICE

LESSEE shall use the equipment only for lawful purpose, and shall keep it at the location provided, or shall notify the LESSOR prior to moving the equipment. The equipment shall be used and operated in compliance with all laws of any jurisdiction in which it is being used. LESSEE shall not assign, transfer, sublet or in any way assign its rights to the equipment LESSEE shall not pledge, lien, mortgage, encumber, or otherwise change its rights or interests. All notices required under the terms and provisions of the lease shall be in writing and such shall become effective thirty six (36) hours after deposit in the United States Mail, with postage prepaid, addressed to the parties, or delivered to the parties personally.

X 8. UNDERGROUND UTILITIES

LESSEE is responsible for the marking of any underground lines, electrical, phone cable, or any other obstruction that would be in the line of any digging or trenching. LESSEE is responsible for the job site supervision, to direct where and when any digging or trenching is to be done. LESSOR assumes no responsibility for any damage done by any machine or employee during the course of any rental period.

I certify that I have read and understand all the information contained in this agreement

I, as a representative of Vermeer Mountain West have explained this agreement to the LESSEE.

Print: X Jeff Hough

Signature: X _____

Signature: X _____

Date: X _____

Date: X July 1, 2025

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Requestor Name:

Dillon Evans

Department:

Solid Waste

Requestor Email:

Dillone@bannockcounty.gov

Item(s) to be considered:

Requesting signatures on rate negotiation contract with Global Payments for Landfill credit card processing fees.

Date of meeting being requested:

07/01/2025

Time requested:

5 Minutes

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Contract

Contract/Agreement Begin Date:

Contract/Agreement End Date:

List of additional attendees:

Aubri Lewis

CLIENT SATISFACTION OFFER

Merchant Name or DBA Name: BANNOCK COUNTY LANDFILL (“Merchant”)

Merchant ID(s): 8788242960018 (“MID” or “MIDs”)

Date: 06/06/2025

OPENEDGE PAYMENTS LLC (“OpenEdge”), a Global Payments company, values its merchant clients and strives to create mutually beneficial, long-term relationships with them. To that end, OpenEdge offers you, the Merchant, the following terms on behalf of its affiliate, Global Payments Direct, Inc. (“Global Direct”). Accepting this offer will modify your Card Services Agreement (the “Agreement”) with Global Direct in accordance with the adjustments listed below (the “Amended Rates”). Capitalized terms not defined herein shall have the meaning given in the Agreement.

Amended Rates

| | | | |
|------------------------|-------|---------------|--------|
| Discount Rate | 1.75% | Per Item Rate | \$0.13 |
| Risk Assessment Fee | 0.35% | Per Item Rate | \$0.50 |
| Settlement Funding Fee | 0.40% | Per Item Rate | \$0.50 |

See side by side for additional details

Contract Term

The Amended Rates will become effective on the first day of the calendar month of the Effective Date so long as this Client Satisfaction Offer is executed and received by Global Direct by the 15th of the calendar month, otherwise the Amended Rates will be effective on the first day of the calendar month following the Effective Date. The Amended Rates remain subject to change as per the terms and conditions of the Agreement. All fees, rates, charges and other terms not otherwise revised per this Client Satisfaction Offer remain in full force and effect.

Merchant agrees to extend the term of the Agreement for 24 months from the last date of execution below (the “Effective Date”). This time period will be referred to as the “Extended Term”. At the expiration of the Extended Term, the Agreement will automatically renew as per the terms of the Agreement for successive one-year periods (each a “Renewal Term”, and collectively with the Initial Term and the Extended Term, the “Term”).

Merchant agrees to pay the following account closure fees per terminating MID upon early termination of the Agreement: (a) \$500.00 if terminated with more than 12 months remaining in the Term; or (b) \$250.00 if terminated with 12 or fewer months remaining in the Term, or such portion of the foregoing as may be permitted by applicable law.

All other terms and conditions of the Agreement remain unchanged. This Client Satisfaction Offer and the details contained herein are confidential and may not be disclosed, displayed, or otherwise transmitted to any third party except to attorneys, accountants or other professional advisers as may be necessary to effect the purposes of this letter between the parties. By signing below, each party acknowledges that it has carefully read and fully understood this amendment, and each agrees to be bound by the terms of this amendment.

GLOBAL PAYMENTS DIRECT, INC.

BANNOCK COUNTY LANDFILL

Signed By: _____

Signed By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



BANNOCK COUNTY LANDFILL - POCATELLO, ID
 Rate review based on processing month:
 Rates subject to change.
 070-024-101-000

| Card Type | Charge Type | # Trans | \$ Sales | CURRENT RATES | | | PROPOSED RATES | | |
|------------------|------------------------------|---------|-----------|---------------|----------|------------|----------------|----------|------------|
| | | | | % Disc | Per Item | Total Fees | % Disc | Per Item | Total Fees |
| AMEX | Qualified | 33 | 969.00 | 4.000% | 0.9500 | 70.44 | 1.750% | 0.1300 | 21.25 |
| DISC | Qualified | 4 | 55.25 | 4.000% | 0.9500 | 6.05 | 1.750% | 0.1300 | 1.49 |
| DSPM | Qualified | 4 | 46.25 | 4.000% | 0.9500 | 5.69 | 1.750% | 0.1300 | 1.33 |
| DSPF | Qualified | 1 | 33.75 | 4.000% | 0.9500 | 2.31 | 1.750% | 0.1300 | 0.72 |
| VISA | Qualified | 23 | 900.50 | 4.000% | 0.9500 | 58.10 | 1.750% | 0.1300 | 18.75 |
| VIBS | Qualified | 21 | 771.25 | 4.000% | 0.9500 | 51.01 | 1.750% | 0.1300 | 16.23 |
| VIBS | Qualified | 7 | 249.00 | 4.000% | 0.9500 | 16.68 | 1.750% | 0.1300 | 5.27 |
| VIBS | Qualified | 140 | 5,333.75 | 4.000% | 0.9500 | 347.75 | 1.750% | 0.1300 | 111.54 |
| VIBS | Qualified | 13 | 538.50 | 4.000% | 0.9500 | 34.02 | 1.750% | 0.1300 | 11.11 |
| VDBT | Qualified | 86 | 741.00 | 3.941% | 0.9500 | 111.76 | 1.750% | 0.1300 | 24.15 |
| VDBT | Qualified | 29 | 923.00 | 3.940% | 0.9500 | 64.21 | 1.750% | 0.1300 | 19.92 |
| VDBT | Qualified | 122 | 7,150.25 | 3.940% | 0.9500 | 398.84 | 1.750% | 0.1300 | 140.99 |
| VDBT | Qualified | 304 | 2,542.50 | 3.940% | 0.9500 | 392.01 | 1.750% | 0.1300 | 84.01 |
| VISP | Qualified | 70 | 1,118.25 | 4.000% | 0.9500 | 111.93 | 1.750% | 0.1300 | 28.67 |
| VINF | Qualified | 28 | 419.00 | 4.000% | 0.9500 | 43.64 | 1.750% | 0.1300 | 10.97 |
| VIPP | Qualified | 13 | 103.75 | 3.942% | 0.9500 | 16.57 | 1.750% | 0.1300 | 3.51 |
| VIPP | Qualified | 4 | 72.25 | 3.945% | 0.9500 | 6.69 | 1.750% | 0.1300 | 1.78 |
| VISG | Qualified | 14 | 976.00 | 4.000% | 0.9500 | 52.48 | 1.750% | 0.1300 | 18.90 |
| VIST | Qualified | 25 | 1,493.75 | 4.000% | 0.9500 | 83.75 | 1.750% | 0.1300 | 29.39 |
| VIBT | Qualified | 25 | 3,522.00 | 4.000% | 0.9500 | 164.88 | 1.750% | 0.1300 | 64.89 |
| VISE | Qualified | 10 | 305.75 | 4.000% | 0.9500 | 21.83 | 1.750% | 0.1300 | 6.65 |
| VISB | Qualified | 15 | 479.25 | 4.000% | 0.9500 | 33.57 | 1.750% | 0.1300 | 10.34 |
| MC | Qualified | 2 | 38.25 | 4.000% | 0.9500 | 3.45 | 1.750% | 0.1300 | 0.93 |
| MC | Qualified | 1 | 34.75 | 4.000% | 0.9500 | 2.35 | 1.750% | 0.1300 | 0.74 |
| MCSS | Qualified | 1 | 65.00 | 4.000% | 0.9500 | 3.56 | 1.750% | 0.1300 | 1.27 |
| MCSS | Qualified | 16 | 448.75 | 4.000% | 0.9500 | 33.31 | 1.750% | 0.1300 | 9.93 |
| MCSS | Qualified | 4 | 33.50 | 4.000% | 0.9500 | 5.18 | 1.750% | 0.1300 | 1.11 |
| MCSS | Qualified | 10 | 191.25 | 4.000% | 0.9500 | 17.25 | 1.750% | 0.1300 | 4.65 |
| MDBT | Qualified | 111 | 1,022.00 | 3.940% | 0.9500 | 146.83 | 1.750% | 0.1300 | 32.32 |
| MDBT | Qualified | 45 | 2,139.50 | 3.940% | 0.9500 | 127.50 | 1.750% | 0.1300 | 43.29 |
| MDBT | Qualified | 26 | 290.00 | 3.941% | 0.9500 | 36.39 | 1.750% | 0.1300 | 8.46 |
| MCWC | Qualified | 2 | 85.00 | 4.000% | 0.9500 | 5.32 | 1.750% | 0.1300 | 1.75 |
| MWEL | Qualified | 35 | 404.25 | 4.000% | 0.9500 | 49.77 | 1.750% | 0.1300 | 11.62 |
| MWEL | Qualified | 10 | 355.25 | 4.000% | 0.9500 | 23.81 | 1.750% | 0.1300 | 7.52 |
| MCCE | Qualified | 1 | 15.00 | 4.000% | 0.9500 | 1.56 | 1.750% | 0.1300 | 0.39 |
| MSWE | Qualified | 2 | 190.50 | 4.000% | 0.9500 | 9.54 | 1.750% | 0.1300 | 3.59 |
| MCPP | Qualified | 1 | 9.00 | 3.889% | 0.9500 | 1.31 | 1.750% | 0.1300 | 0.29 |
| MCEB | Qualified | 1 | 64.25 | 4.000% | 0.9500 | 3.53 | 1.750% | 0.1300 | 1.25 |
| MCHV | Qualified | 3 | 23.50 | 4.000% | 0.9500 | 3.82 | 1.750% | 0.1300 | 0.80 |
| MCHV | Qualified | 1 | 25.75 | 4.000% | 0.9500 | 1.99 | 1.750% | 0.1300 | 0.58 |
| MIBLS | Qualified | 6 | 891.00 | 4.000% | 0.9500 | 41.40 | 1.750% | 0.1300 | 16.37 |
| MIBLS | Qualified | 1 | 12.25 | 4.000% | 0.9500 | 1.45 | 1.750% | 0.1300 | 0.34 |
| Fee | GP Fee - Risk Assessment Fee | 1,270 | 35,082.75 | 2.750% | 0.9900 | 2,222.08 | 0.350% | 0.5000 | 757.79 |
| Fee | Settlement Funding Fee | 1,270 | 35,082.75 | 1.530% | 0.3400 | 968.57 | 0.400% | 0.5000 | 775.33 |
| AMEX | Auth Fees | 33 | 0.00 | 0.00% | 0.8800 | 29.04 | 0.00% | 0.1200 | 3.96 |
| DISC | Auth Fees | 9 | 0.00 | 0.00% | 0.8800 | 7.92 | 0.00% | 0.1200 | 1.08 |
| VISA | Auth Fees | 953 | 0.00 | 0.00% | 0.8800 | 838.64 | 0.00% | 0.1200 | 114.36 |
| MC | Auth Fees | 286 | 0.00 | 0.00% | 0.8800 | 251.68 | 0.00% | 0.1200 | 34.32 |
| Statement Totals | | 1,270 | 35,082.75 | | | 7,413.42 | | | 2,947.85 |

This is a summary of proposed rate and fee changes

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:

Kristi Davenport

Department:

Commission

Requestor Email:

kristid@bannockcounty.gov

Item(s) to be considered:

Presenting an offer to purchase parcel number RPRMCPM009319. This parcel was offered at Tax Sale on October 29, 2024 and did not sell. The offer is \$125.00

Date of meeting being requested:

07/01/2025

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:

In the Matter of APPROVING)
JUNE 2025 ALCOHOL LICENSES)

R.S. No. 2025-47
July 1, 2025

RESOLUTION

WHEREAS, in the month of June 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 |
|----------------------|--------------|--------------|------------------------|------------------------------|
| 06/10/2025 | ACP2025-004 | \$20.00 | Port Concessions | Independence Day Celebration |
| 06/10/2025 | ABW2025-008 | \$60.00 | Dana Evans | Bannock County Fair |
| 06/10/2025 | ABW2025-007 | \$20.00 | Vicki Rosen | Bailey Family Reunion |
| 06/10/2025 | ABW2025-006 | \$20.00 | Kristi Flores | Quinceanera |
| 06/10/2025 | ABL2025-003 | \$200.00 | Rogue LLC | Rogue |
| 06/10/2025 | ACP2025-003 | \$20.00 | Port Concessions | Make A Wish Fundraiser |
| 06/10/2025 | ABL2025-004 | \$100.00 | Misfitz | Misfitz |
| 06/10/2025 | ACP2025-005 | \$20.00 | Sand Trap Grill | Wedding |
| 06/19/2025 | ACP2025-006 | \$60.00 | The Swanky Saloon | Equestrian Event |

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST: _____
Jason C. Dixon, Clerk

In the Matter of APPROVING)
JUNE 2025 SALARIES)

R.S. No. 2025-48
July 1, 2025

RESOLUTION

WHEREAS, salary approval forms, for the month of May 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 |
|----------------------|---|--|
| 06/10/2025 | Jenna Hall – Temp Event Center – Event Staff - Temp | \$15.00/hr 06/16/2025 |
| 06/10/2025 | Ashleigh Malin – Temp Event Center – Event Staff – Temp | \$15.00/hr 06/16/2025 |
| 06/10/2025 | Becky Clark – Temp Event Center – Event Staff – Temp | \$15.00/hr 06/16/2025 |
| 06/10/2025 | Alexia Chapman – Temp Event Center – Event Staff – Temp | \$15.00/hr 06/16/2025 |
| 06/10/2025 | Jocelyn Foreman – Temp Event Center – Event Staff – Temp | \$15.00/hr 06/16/2025 |
| 06/10/2025 | Angelia Beck – Temp Event Center – Event Staff – Temp | \$15.00/hr 06/16/2025 |
| 06/10/2025 | Tim Omans – Temp Event Center – Event Staff – Temp | \$15.00/hr 06/16/2025 |
| 06/10/2025 | Waldo Rivas – Temp Event Center – Event Staff – Temp | \$15.00/hr 06/16/2025 |
| 06/10/2025 | Robert Ramos – Temp Event Center – Event Staff – Temp | \$15.00/hr 06/16/2025 |
| 06/10/2025 | Chris Osborne – Temp Event Center – Event Staff – Temp | \$15.00/hr 06/16/2025 |
| 06/10/2025 | Katriel Collier – Temp Event Center – Event Staff - Temp | \$15.00/hr 06/16/2025 |
| 06/10/2025 | Mavis Hill Juvenile Justice/The Village – Intern | Unpaid 05/12/2025 |
| 06/12/2025 | Ryan Mark – Replacing M Gardner Road & Bridge – Welder/Fabricator | \$28.44/hr 06/23/2025 |
| 06/12/2025 | Lorrie Isham – Replacing Kelly Moellmer Juvenile Justice – Family Engagement, Self and Community Referral Program Coordinator | \$19.68/hr 06/16/2025 |
| 06/17/2025 | Danielle Patrick – Replacing Lillian Molina Veterans Services – Administrative Assistant | \$16.07/hr 06/23/2025 |

| | | |
|------------|---|--------------------------|
| 06/17/2025 | Darren Jenks – Replacing Stephan Gordon Jail – Classification/Booking Deputy | \$18.47/hr 06/23/2025 |
| 06/17/2025 | Devin Johannsen – Completed intro period and POST Jail – Deputy Detention Division | \$23.52/hr 07/20/2025 |
| 06/24/2025 | Catelle Ghezzi – Replacing C Cole Road & Bridge – Equipment Operator 2 | \$21.07/hr 06/30/2025 |
| 06/26/2025 | Samuel Adams – Replacing Parkinson Road & Bridge – Equipment Operator 1 | \$19.68/hr 07/07/2025 |
| 06/26/2025 | Antonio Manes – Temp Event Center – Facilities – Temp | \$17.20/hr 06/30/2025 |

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST: _____
Jason C. Dixon, Clerk

BANNOCK COUNTY PUBLIC HEARING NOTICE

NOTICE IS HEREBY GIVEN THAT THE BANNOCK COUNTY BOARD OF COMMISSIONERS will conduct a public hearing on Tuesday, August 12, 2025, at 11:00 a.m. in the Bannock County Courthouse, Room 212, Pocatello, Idaho.

TOPIC OF THE MEETING: Application for validation of county or highway district system highway or public right-of-way for Beehive Road, Bannock County, Idaho, pursuant to Idaho Code §40-203A.

Oral and/or written testimony concerning this issue will be taken at the public hearing. Written testimony may be submitted to Bannock County Commissioners, 624 East Center, Room 101, Pocatello, ID 83201, or via email at: commission@bannockcounty.gov by 5 p.m. the day prior to the meeting.

The application is available at www.bannockcounty.gov or can be requested through the email above. Questions regarding the application or process can be addressed by the Road and Bridge Department at 208-233-9591.

If any person requires special assistance or accommodation to participate in this hearing, please call (208) 236-7210 to make the necessary arrangements prior to the public hearing.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST: _____
Jason C. Dixon, Clerk

Publication Dates: July 5, July 19, and Aug 9, 2025

**BOARD OF BANNOCK COUNTY COMMISSIONERS
MINUTE CERTIFICATION**

We, the Board of Bannock County Commissioners, hereby certify approval of the minutes of the Bannock County Commissioners' meetings inclusive of the dates of June 16, 17, 18, 19, and 24, 2025, as approved during the meeting of July 1, 2025.

We, the Board of Bannock County Commissioners, hereby certify approval of the minutes of the Bannock County Board of Equalization hearings inclusive of the date(s) of June 19 and 25, 2025, as approved during the meeting of July 1, 2025.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST:

Jason C. Dixon, Clerk



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

- 1 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.
- 2 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 |



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

| | |
|------------------------|--|
| Date of Meeting: | Tuesday, June 17, 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 Attorney Scott Pearson |

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"> Adam McKinney, Information Technology, seeking signature on Audit Agreement with Spyglass (requested 5 minutes) (action item) |
| 3 | <ul style="list-style-type: none"> Kiel Burmester, Public Works, regarding a request for approval of and signature on an Interagency Request Work Order Form for the City of Chubbuck (requested 5 minutes) (action item) |
| 4 | <ul style="list-style-type: none"> Heather Studley, GIS, providing a GIS update |
| 5 | <ul style="list-style-type: none"> Kristi Klauser, Auditing, requesting to discuss Commission mileage to IACC (requested 5 minutes) (action item) |
| 6 | 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 Technology Forms Minutes: |
| 7 | 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) |
| 8 | 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

- 8:59 AM Hough called the meeting to order.
There was no indigent business.

- 2 8:59 AM McKinney proposed a telephone line audit from Spyglass. There will be no charge if savings are not found. Moser moved to approve the chair to sign the contract. The motion passed.
- 3 9:02 AM Bridger Morrison, Chubbuck Public Works Director, also appeared. Burmester reviewed cooperation with the City of Chubbuck for chip sealing and fog coating in locations that jurisdictions intersect. Chubbuck will pay for their portion and the County will provide the labor. Hough moved to approve the interagency agreement. The motion passed.
- 4 9:06 AM Studley gave updates on the department's projects.
- 5 9:21 AM Klauser reviewed a mileage request that was submitted and questioned following the practice of paying for mileage one way.
- 6 The consent agenda included salary forms. Bullock moved to approve the consent agenda. The motion passed.
- 7 The Board met with the following for preparation of the FY26 budget. Comptroller Kristi Klauser and Accountant Kaytlyn Alvord were present.

11:00 AM Sheriff Tony Manu and Chief Deputy Alex Hamilton appeared. The Sheriff budget was reviewed. Discussion ensued on the Sheriff's app and LPR cameras.

11:24 AM The Jail budget was reviewed which was decreased. The biggest issue is mental health.

11:33 AM The Security budget was reviewed. Discussion ensued on staffing, inmate population, federal prisoners, and mental health challenges.

11:43 AM Discussion ensued on the A budget, a field training officer program, and drone policies.

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

1:00 PM Trial Court Administrator Jason Dye, Judge Javier Gabiola, and D6 Director Ashley Bringhurst appeared for the District Court, D6, and Clerk of the Court budgets. For the D6 budget, Dye requested one grade increase, converting one position to a contract position, and a step and COLA for all employees. Budget discussions included a copier, repayment of start-up funds, the enterprise fund admin fee, and rent.

1:14 PM Dye reviewed the District Court budget includes a request for steps, a COLA and appropriate grade increases. Budget changes were reviewed. Discussion ensued on drug testing monies and the budget to allocate from, juror appreciation week, remodel request, and capital projects.

1:30 PM Dye reviewed the Clerk of the Court budget includes the COLA and a cell phone allowance for the CAO.

1:32 PM Chief Ryan O'Hearn appeared for the Ambulance budget and reviewed a COLA request, staffing options, call volume and areas, increased staffing for the new McCammon ambulance station, potential revenue stream for Medicaid recovery, staffing an ambulance in the Chubbuck Fire Department, capital requests and grants.

1:56 PM Heather Studley, GIS Manager, reviewed the GIS budget includes a step increase and COLA, education and travel, and a capital request for a plotter. Discussions included software and fees for custom maps.

2:06 PM Chief Deputy Clerk Keri Povey and Elections Administrator Julie Hancock appeared. Hancock reviewed the Elections budget includes three elections with a potential runoff.

2:14 PM Povey reviewed the Records budget may be reduced if projects are completed before the end of year, those being software support and fraud alerts, and budget changes to fuel, property acquisitions, maintenance, postage, and education. Povey suggested adopting a new fee to cover the cost of postage and envelope when mailing records.

Klauser explained the budget did not address salaries due to the recommendations of the salary committee, but if others will be addressed with grade adjustments, there are some under the Clerk that are under 20%. Other budget changes were discussed that included Tyler training and grant training.

Discussion ensued on the outside audits and budget books.

2:32 PM Community Resources and Advocacy Director Shantal Lulu made an adjustment to the Indigent budget and mentioned that cremation payments have not been reviewed since 2012. Dixon reported that some counties pay up to \$1,800 and felt the fee should be around \$1,500. The budget will be increased to account for the higher cost and more cremations.

2:47 PM Treasurer Jennifer Clark and Chief Deputy Treasurer Misty Katsilometes appeared. Clark requested to bring back a Sr. Deputy Treasurer position, increase staff grades, and a COLA. Cuts were made in the B budget of \$14,100 in order to meet the pay requests being made.

2:53 PM Denise Munsee, Miguel Dominic, Phil Clifton, and Anthonie Dominic appeared to review the Veterans Memorial Building budget. Miguel relayed the requested budget is the same as last year. Fundraising efforts were discussed. Moser expressed frustration with the Veterans Memorial board using Servpro after being told not to and relayed the option to fund a different memorial. Discussion ensued regarding the concerns and Idaho Code.

3:03 PM Adjourned.

Action Item Summary

| ACTION/DIRECTION | ASSIGNED TO |
|---|---------------------|
| Approved Audit Agreement with Spyglass. | IT |
| Approved Interagency Request Work Order with City of Chubbuck for chip sealing. | Public Works |
| Approved one-way mileage. | Auditing |
| Approved salary forms. | Auditing/Resolution |
| FY26 budget prep meetings were held for Sheriff, Jail, Security, District Court, D6, and Clerk of the Court, Ambulance, GIS, Elections, Recorder, Auditor, Indigent, Treasurer, and Veterans Memorial Building. | Auditing |



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

- 1 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 |



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

| | |
|------------------------|---|
| Date of Meeting: | Thursday, June 19, 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 and Comptroller Kristi Klauser |

Agenda Details

| AGENDA | |
|--|--|
| Business and Claims Meeting (action items): | |
| Agenda: | |
| 1 | <ul style="list-style-type: none"> Wes Jones, Office of Emergency Management, presenting the 2025 Burn Ban for Commission approval (requested 5 minutes) (action item) |
| 2 | <ul style="list-style-type: none"> Kiel Burmester, Public Works, providing a monthly Public Works update |
| 3 | <ul style="list-style-type: none"> Shanda Crystal, Procurement, seeking to discuss a decision regarding YDC/Event Center data ports (requested 5 minutes) (action item) |
| 4 | <ul style="list-style-type: none"> 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) |
| 5 | Claims Agenda: <ul style="list-style-type: none"> 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 |
| 6 | Board of Equalization and Administrative BOE Reviews throughout the day as needed (action items) |

Meeting Notes

- 8:59 AM Hough called the meeting to order.
Jones reviewed the burn ban from July 1 through October 1 and the press release. Moser moved to approve the burn ban for 2025. The motion passed.
- 9:03 AM Dana Evans, Mosquito Abatement, also appeared and reviewed mosquito abatement treatments that have been completed. Burmester gave updates on Noxious Weed activities and chip sealing. Discussion ensued on equipment for trail paving.

- 3 9:20 AM Chief Technical Officer Adam McKinney also appeared. Crystal reported on estimated costs for data installation at the YDC. IT staff can install and funds will come from contingency.
- 4 9:23 AM Phillips reviewed ancillary coverage for concerts. Moser moved to approve the insurance agreements. The motion passed.
- 5 9:25 AM The claims agenda included invoices, Commission report, and alcohol permits. Bullock moved to approve the consent agenda. The motion passed.
- 6 See Board of Equalization minutes.

Action Item Summary

| ACTION/DIRECTION | ASSIGNED TO |
|---|-------------------------|
| Approved burn ban for July 1 to October 1. | OEM/Resolution |
| YDC data installation to be completed by IT staff using contingency funds. | Procurement/IT/Auditing |
| Approved ancillary insurance agreements for concerts with Philadelphia Insurance Companies. | Risk Management |
| Approved invoices, Commission reports, and alcohol licenses. | Auditing/Resolution |



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

| | |
|-----------------------|---|
| Date of Meeting | Tuesday, June 24, 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 HR Director Matt Phillips |

Agenda Details

| AGENDA | |
|--------|---|
| | Business Meeting (action items) |
| | Agenda: |
| 1 | <ul style="list-style-type: none"> Brent McLane, City of Pocatello, requesting to discuss and potentially approve South 5th Corridor URA Eligibility Study for approval by Resolution No. 2025-45 Adopting Findings and the Need for an Urban Renewal Project for the South 5th Corridor Area (requested 15 minutes) (action item) |
| 2 | <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) |
| 3 | BOARD OF AMBULANCE DISTRICT <ul style="list-style-type: none"> Ryan O'Hearn, City of Pocatello Fire Chief, seeking approval of and signature on (1) Emergency Services Agreement with Public Consulting Group, and (2) Request for Ambulance Standby Fee Waiver for the Marsh Valley Pioneer Days Rodeo (requested 10 minutes) (action item) |
| 4 | BOARD OF COUNTY COMMISSIONERS <ul style="list-style-type: none"> Shanda Crystal, Procurement, seeking to discuss Change Orders with Headwaters for the YDC/Event Center Building (requested 5 minutes) (action item) |
| 5 | <ul style="list-style-type: none"> Kristi Klauser, Auditing, requesting authorization to process manual checks while Commission is at the NACo 2025 Annual Conference in July (requested 5 minutes) (action item) |
| 6 | <ul style="list-style-type: none"> Matthew K. Phillips, Human Resources and Risk Management, requesting review and approval of an agreement with possible Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (requested 5 minutes) (action item) |
| 7 | RESOLUTIONS AND ORDINANCES (action items): Resolution No. 2025-42 Bannock County Burn Ban on Open Fires Resolution No. 2025-43 Authorization to Dispose Surplus Assets/Property Resolution No. 2024-44 Approving Tax Cancellation Requests |
| 8 | SIGNATURE ONLY (action items): Open-end Lease Schedule with BanCorp Commissioner Proceedings – May 2025 |
| 9 | 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 Independence Day Vendor Agreements |

| | |
|----|---|
| | <ul style="list-style-type: none"> • Technology Forms • Minutes: Approval of Meeting Minutes for May 29, June 10 and 12, 2025, and Certification of Said Minutes |
| 10 | 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) |
| 11 | Fiscal Year 2026 Budget Recap with 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

1 8:59 AM Hough called the meeting to order.

9:01 AM McLane proposed a new urban renewal area in the South Fifth corridor, with a portion being in Bannock County. An eligibility study report was completed for the area. It was requested to accept the report in order to proceed forward with completing the feasibility study. The study shows the proposed urban area qualifies as deteriorating under state statute due to a predominance of defective or inadequate street layout, diversity of ownership, obsolete platting, topography issues, and lot layout. 9:08 AM The feasibility study would be brought back to the Board. The goals foreseen for the area include improvements to public infrastructure, such as sewer, water, streets, and sidewalks. These things are lacking in the area. There's a required process to speak with all open land owners and having an ag exemption signature by them. Those large open space parcel owners with an ag designation have an opportunity to exempt their property from the urban renewal area. A map of the proposed area is in the report. Discussion ensued on the recent annexation, areas annexed, eligibility for annexation, and barriers to annexation. The proposed resolution is number 2025-45 Adopting Findings and the Need for an Urban Renewal Project for the South 5th Corridor Area. Bullock moved to approve Resolution 2025-45. The motion passed.

2 8:59 AM Community Resources and Advocacy Director Shantal Lauu presented cremation applications for case numbers 20250038 and 20250039. Moser moved to deny case number 20250038 and to approve case number 20250039. The motion passed. Hough moved for case 20020027 to authorize signature on the release of lien. The motion passed.

3 9:21 AM Moser moved to enter into the Ambulance District. The motion passed. Connie Wynn, secretary for the Marsh Valley Pioneer Day Rodeo Committee was present. O'Hearn reviewed the standby fee waiver request for Marsh Valley Pioneer Days Rodeo for 12 hours. The cost will be just over \$2,000. This has been completed with volunteer staff in the past. Moser moved to approve the fee waiver for the rodeo. The motion passed.

9:24 AM O'Hearn reviewed the request to contract with Public Consulting Group. There is a supplemental payment program through Medicaid to help bridge the gap between payment and cost. An estimate of the amount recoverable was submitted and the tiered fees reviewed. Bullock moved to approve the agreement with PCG on behalf of the Board of Ambulance. The motion passed.

9:31 AM Moser moved to exit the Ambulance District. The motion passed.

4 9:21 AM Crystal reviewed change orders for the YDC/Event Center building from Headwaters Construction: #3 for storefront windows in the amount of \$666.61; #5 for a new gas line in the amount of \$3,027.99; #6 for a door lock in the amount of \$954.54; #7 for an engineering soil test in the amount of \$4,745.69; #8 for access control hardware in the amount of \$9,982.13; and #9 is a reduction for the sewer project in the amount of \$13,850. Bullock moved to authorize the change orders. The motion passed.

5 9:38 AM Klauser requested authorization to process manual checks for alcohol for concerts while the Board will be out of town, up to \$15,000. Additionally, Blue Cross payments will process during that time. Hough moved to authorize Klauser to process manual checks and Blue Cross payments during the

Board's NACO conference after receiving a response to the email notification for each payment, which will be ratified upon return. The motion passed.

- 6 9:42 AM Mover moved to enter into executive session under Idaho Code §74-206(1)(a)&(b) regarding personnel. The motion passed by roll call vote.
9:50 AM Hough moved to exit executive session. The motion passed. Moser moved to approve the agreement with the attorney to complete an investigation. The motion passed.
- 7 9:51 AM Bullock moved to approve Resolution Numbers 2025-42, 43, and 44. The motion passed.
- 8 9:51 AM Hough moved to accept the Open-end Lease Schedule with BanCorp for Chevy Tahoes. The motion passed.
9:53 AM Hough moved to approve the May Commissioner Proceedings for publication. The motion passed.
- 9 9:53 AM The consent agenda included salary forms and minutes. Bullock moved to approve the consent agenda. The motion passed.
- 10 10:28 AM The Board met with Emma Iannacone, Public Information Officer, for FY26 budget preparation. Iannacone requested a grade change from 10-15 and gave justifications. Discussion included trainings, certifications, reductions in the budget, capital, travel, dues, and email lists.
- 11 Rescheduled.

Action Item Summary

| ACTION/DIRECTION | ASSIGNED TO |
|---|---------------------------|
| Denied case number 20250038; approved case number 20250039 for cremation assistance; and approved release of lien for case number 20020027. | Indigent |
| Approved entry/exit Ambulance District, fee waiver for Marsh Valley Pioneer Day rodeo, and contract with Public Consulting Group. | Ambulance |
| Approved change orders for YDC/Event Center building for Headwaters Construction: #3 storefront windows \$666.61; #5 new gas line \$3,027.99; #6 door lock \$954.54; #7 engineering soil test \$4,745.69; #8 access control hardware \$9,982.13; and #9 sewer project (reduction) \$13,850. | Procurement |
| Authorized Comptroller to process payments for concerts and insurance during NACO. | Auditing |
| Approved agreement for investigation of personnel matter. | HR |
| Approved Resolutions 2025-42 Bannock County Burn Ban on Open Fires; 2025-43 Authorization to Dispose Surplus Assets/Property; 2024-44 Approving Tax Cancellation Requests; and 2025-45 Adopting Findings and the Need for an Urban Renewal Project for the South 5 th Corridor Area. | Clerk |
| Approved Open-end Lease Schedule with BanCorp. | Sheriff |
| Approved publication of May 2025 Commissioner Proceedings. | Clerk |
| Approved salary forms and minutes. | Auditing/Clerk/Resolution |



MINUTES OF THE BANNOCK COUNTY BOARD OF EQUALIZATION

Meeting Details

| | |
|------------------------|--|
| Date of Meeting: | Thursday, June 19, 2025 |
| Commissioners present: | Jeff Hough, Ernie Moser, and Ken Bullock |
| Clerk of the Board: | Nancy Allen for Jason C. Dixon |
| Absent Board Members: | |
| Staff present: | Deputy Clerk Nancy Allen, Assessor Anita Hymas, Appraiser Jason Speth, Appraiser Alissa Noble, Appraisal System Analyst Joshua Stokes, Appraiser Kami, and Appraiser LaNita Benson |

Meeting Notes

- 10:00 AM Hough called the meeting to order and reviewed the hearing rules and process. Moser moved to enter the Board of Equalization. The motion passed. Allen administered an oath to those testifying.

Trujillo, Chris – ROR4015031601

10:02 AM Trujillo explained the property was purchased in 2021 for \$320,000. Last year, he sold the one-acre parcel for \$140,000, so the price paid for the current parcel would be \$180,000. The value increase assessed is huge.

10:05 AM Noble reviewed the property details with a price per square foot of \$103. Comparable properties were reviewed with values of \$156, \$102, and 172 per square foot. The subject property was reviewed in 2024. It was requested to uphold the assessed value. Discussion ensued on a potential square footage discrepancy.

10:08 AM Moser expressed some concern with the distance between the comps and the parcel. There was an adjustment in the 2022 BOE. Bullock pointed out the land value is only \$114,000 and the sale of the smaller parcel at \$140,000, which could be used as a comparison for this property and increase the value. A square footage correction could be made if there is an actual discrepancy. Discussion ensued that a preponderance of evidence has not been submitted. Moser moved for parcel ROR4015031601 to uphold the assessed value. The motion passed. Appeal rights were reviewed.

Davies, James – RPRPGF1000600

10:15 AM Davies shared he visited with Assessor's office and that the value is \$64,000 over last year's value. He did research in the neighborhood. His land is valued at \$11.48 per square foot. There are some larger lots that the land value is the same as his making them \$8.10 down to \$2.81 per square foot. Homes built by the same contractor were compared with his improvement value of \$116.24 per square foot and are at \$91.29 and \$107 per square foot.

10:18 AM Stokes reviewed the property details with a value at \$146 per square foot. The comparables were built within 9 years of the subject property. The sales prices are similar with per square foot values of \$147, \$178, and \$146. The comps are all within 3-10 homes away from this parcel, and in the same neighborhood and land schedule. Stokes recommended upholding the value.

10:21 AM Discussion ensued on the sales within the last year, and the land value has stayed steady. Bullock moved for parcel RPRPGF1000600 to uphold the assessed value. The motion passed. Appeal rights were reviewed.

Ekizian, Gary – RPRPVDA001200

10:24 AM Ekizian reviewed a sale directly across the street from 9 months ago that has a value of \$211.57 per square foot. Using that value, he requested a minimal adjustment of \$3,411, giving a total value of \$398,592.

10:27 AM Speth reviewed the current property details. After discussions on the phone with an appraiser in the office, a future addition will be added for 2026. Speth used same the comparable across the street. The subject property has a value of \$163 per square foot with the sale across the street having a value of \$180 per square foot with less square footage. The next comp also has less square footage and comes in with a higher square foot value. The final comp is the most similar. The value is equitable and within range, and it was requested to uphold the value.

10:30 AM Moser moved for parcel RPRPVDA001200 to uphold the assessed value. The motion passed. Appeal rights were reviewed.

Minner, Laura – RPRPVDA001200

10:36 AM Appellant did not appear. Moser moved for parcel RPRPVDA001200 to uphold the assessed value. The motion passed.

Peterson, Tamra – RPRPSUV002000

10:37 AM The Appellant did not appear. Moser moved for parcel RPRPSUV002000 to uphold the assessed value as no one showed up and no evidence was submitted. The motion passed.

- 2 10:59 AM Hough reviewed the hearings rules, process, and appeal rights. Allen administered the oath to those testifying.

PNB Family Trust – RPRRSRV000901

11:01 AM Paul Bitton appeared and reviewed he spoke with Celeste regarding the value increase and understands that mass appraisal was used, which works well with median priced homes. However, taking that approach on a larger home exaggerates the value. The home is not worth \$1.5 million. In the last year, two similar properties were sold for significantly less in Bonneville County. Bannock County values are typically 84-86 percent of Bonneville County's values. With those values being higher than Bannock County, the sale prices came in less than the assessed value of this home. He requested a \$1.2 million value. This size home would require a jumbo loan and there is little demand for homes that require that.

11:05 AM Noble reviewed the property details that comes out to \$139 per square foot. The comps reviewed are older than the subject parcel and come in at \$133 and \$136 per square foot. The comps show, according to the market, what these larger homes are selling for. Noble requested the value be upheld.

11:07 AM Moser felt that there is a preponderance for evidence, even going to Idaho Falls. This is a challenge as we don't have comparables on homes like this. Hymas explained the value is comparable to other homes, but the comps that can be used have to be sales. Hough moved to adjust the value down to \$1.3 million with the adjustment off the improvement for parcel RPRRSRV000901. The motion passed.

Spencer, Harrison and Lucy – RPRPSR2001800

11:16 AM Hough reviewed the rules and process. Spencer reviewed the lot value is good. But the home value increased 15.4% by over \$32,000. They are retired and have a fixed income and insurance premiums have increased.

11:19 AM Benson reviewed the property details with a value of \$119 per square foot. The comps have values of \$142, \$154, and \$136 per square foot. The value is where it should be, if not a little low.

11:22 AM Moser pointed out this is the third year to BOE and that the value did not increase last year. With a lack of any evidence, Bullock moved for parcel RPRPSR2001800 to uphold the assessed value. The motion passed. Appeal rights were reviewed.

11:25 AM Moser moved to exit the Board of Equalization. The motion passed.

Action Item Summary

| ACTION/DIRECTION | ASSIGNED TO |
|---|-------------|
| Approved entry/exit Board of Equalization. | Clerk |
| Upheld assessed values for parcels ROR4015031601, RPRPGF1000600, RPRPVDA001200, RPRPVDA001200, RPRPSUV002000, and RPRPSR2001800; and adjust the value of parcel RPRRSRV000901 to \$1.3 million. | Assessor |



MINUTES OF THE BANNOCK COUNTY BOARD OF EQUALIZATION

Meeting Details

| | |
|------------------------|--|
| Date of Meeting: | Wednesday, June 25, 2025 |
| Commissioners present: | Jeff Hough, Ernie Moser, and Ken Bullock |
| Clerk of the Board: | Nancy A. Allen for Jason C. Dixon |
| Absent Board Members: | |
| Staff present: | Deputy Clerk Nancy Allen, Assessor Anita Hymas, Appraiser Kami Brown, and Appraisal Manager Jason Hooker |

Meeting Notes

- 1 9:02 AM Hough called the meeting to order. Moser moved to enter the Board of Equalization. The motion passed. Allen administered an oath to those participating.

Sharon Corvello – RPRCSPK000101

9:02 AM Appellant did not appear. Brown reviewed the property information. There were no sales of fourplexes of this age, so older and younger building comparables were looked at. Those values came in at \$114, \$175, and \$171 per square foot and the subject is at \$133. It was recommended to uphold the value. Moser, due to a lack of preponderance of evidence, moved to uphold the assessed value for parcel RPRCSPK000101. The motion passed.

JAEKEB LLC – RPRPGVC004102

9:09 AM Appellant did not appear. Hooker reviewed this building is for Oak Mountain Dental. Appellant's concern was the value. With a recent commercial valuation system update, revisions were made to construction cost data, market adjustment factors, and improved depreciation schedules. The commercial base prices were too low. This property was looked at in relation to other dental offices. Looking at the value of five comparables, this property is well below the median value coming in at \$115 per square foot. It is requested that the assessed value be upheld. Moser pointed out the value hasn't changed the last two years. Moser moved for parcel RPRPGVC004102 to uphold the assessed value. The motion passed.

Lisa Jensen – RPRDDOW033600

9:05 AM Appellant did not appear, but has submitted information. Brown reviewed comps in Downey and Arimo show this property is in line with the market value. It was recommended to uphold the assessed value. Questions arose on parcel division and ag exemption. Bullock moved, with the information provided, to deny the appeal for parcel RPRDDOW033600. The motion passed.

- 2 12:56 PM Hough called the meeting to order and reviewed the hearing rules, process, and appeal rights. Allen administered an oath to those testifying.

Julie Anderson – RPRPPSP000200

12:58 PM Anderson lives on 1/8 acre and could fit 10 of her lot into two lots nearby. Values of land at various addresses were reviewed. The parcel is surrounded by low income house, trailer courts, sex offender housing, and ill-built housing.

1:02 PM Brown reviewed the property details and the value comes in at \$123 per square foot. The comparables were reviewed with values at \$170, \$203, and \$195 per square foot. The value is in line with the market. The land value is \$9.87 per square foot for the subject parcel. Comparables come in at \$12.80,

\$14.41, and \$16.86 per square foot. Some parcels the appellant looked at are contiguous and valued as additional acres. It was recommended to uphold the value.

1:04 PM Bullock pointed out her submissions only had land values. Moser relayed that the value now is still less than the value in 2022. This is the third BOE in five years. Discussion ensued on information in the parcel viewer. Hough looked at the parcel viewer and lots around this parcel are full size lots, and this lot is a half. It would appear the value should be less. Brown explained this lot size is on the cusp of the breaking point for value difference. Hough reviewed online data that shows the market value is more than the assessed value. Hough moved for parcel RPRPPSP000200 to uphold the assessed value. The motion passed.

Dale's Inc - RPRPPOC215600

1:19 PM This appeal was reviewed administratively. The appellant's opinion of value is \$371,000, but there was no evidence submitted. Hooker reviewed this is an office building on 4th Street. It is functionally serving as an office, but aesthetically it is not comparable to other offices. While they have not been able to inspect the interior, he felt it could be reclassified as general commercial rather than office. He recommended adjusting the value to \$527,485 with reduction off improvements. Moser moved for parcel RPRPPOC215600 to adjust the assessed value to \$527,485 with adjustment off improvement. The motion passed.

GoLLC – RPRPCPP142109

1:21 PM This appeal was reviewed administratively. The tax exemption application for parcel RPRPCPP142109 was denied. Hooker reviewed the greenway trail plus 100 feet was exempted in past. The appellant feels this is undevelopable, but it is listed as prime industrial commercial land. There is no information to justify any change. Moser pointed out that if it was owned by the greenway, it could be exempted. Based on legal counsel and discussion with the Assessor, Hough moved for parcel RPRPCPP142109 to uphold the assessed value and uphold the tax exemption denial. The motion passed.

GoLLC – RPRPCPP158700

1:25 PM This appeal was reviewed administratively. Hooker reported there was an opportunity for adjustment. The parcel was recently annexed into the city. When it was converted after the annexation it was not put in as contiguous. When reevaluating that, the land value would be \$54,500. Bullock moved for parcel RPRPCPP158700 to adjust the land value to \$54,500. The motion passed.

GoLLC – RPRPCPP157100

1:27 PM This appeal was reviewed administratively. Hooker reported this is similar to the last one. Upon reanalyzing, there was an opportunity to lower the land value to \$380,387. The improvement value is still accurate. So the total value would be \$519,523. Hough moved for parcel RPRPCPP157100 to accept the Assessor's recommended adjustment to \$519,523 with the reduction off the land. The motion passed.
 1:30 PM Hough moved to exit the Board of Equalization. The motion passed.

Action Item Summary

| ACTION/DIRECTION | ASSIGNED TO |
|--|-------------|
| Approved entry/exit Board of Equalization. | Clerk |
| Adjusted assessed values for parcel RPRPPOC215600 to \$527,485; RPRPCPP158700 to \$54,500; and RPRPCPP157100 to \$519,523. | Assessor |
| Upheld assessed values for parcels RPRCSPK000101; RPRPGVC004102; RPRDDOW033600; RPRPPSP000200; and RPRPCPP142109. | Assessor |