



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Thursday, July 3, 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 and Claims Meeting (action items):	
Agenda:	
1	<ul style="list-style-type: none"> Steven Liechty, Rocky Mountain Power, annual business update
2	<ul style="list-style-type: none"> Scott Crowther, Business Manager and Events Director, seeking approval of and signature on (1) Rental Agreement with Mike Johnson Vegas Tuffest Qualifier Event, and (2) contract with Nason House of Hope Family Fun Night (requested 10 minutes) (action items)
3	<ul style="list-style-type: none"> Matthew K. Phillips, Human Resources and Risk Management, requesting approval of and signature on the Administrative Services Agreement between GemPlan and Blue Cross of Idaho Health Service, Inc. (requested 5 minutes) (action item)
4	<ul style="list-style-type: none"> Shanda Crystal, Procurement, regarding (1) potential signature on an Independent Contractor Agreement with Booth Architecture, and (2) providing a procurement update (requested 5 minutes) (action item)
5	<ul style="list-style-type: none"> Kristi Klauser, Comptroller, Fiscal Year 2026 Budget Recap (AMENDED to include) possible Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following Executive Session (action item)
6	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 Independence Day Vendor Agreements Memorandum Authorization for Accounts Payable Cardholder User Agreement and Authorization
7	Board of Equalization and Administrative BOE Reviews throughout the day as needed (action items)
8	Board of Equalization and Administrative BOE Reviews throughout the day as needed (action items)

Meeting Notes

- 1 9:02 AM Hough called the meeting to order and reviewed two items that required amending the agenda. Moser moved to amend the agenda. The motion passed. 9:19 AM Hough explained the amendment was made under Idaho Code §74-204(4)(c).

9:03 AM Liechty reviewed the service territory; grants; wildfire: risk and modelling, forecasting, mitigation, and intelligence center; operational practices: public safety power shutoff, lower liability, and emergency de-energization; system resiliency: equipment inspections and vegetation management; and company engagement with community partners: outreach, collaboration, and situational awareness.
9:13 AM Questions were addressed for power infrastructure, grants, and cooperation with Idaho Power.
- 2 9:19 AM Lynette Smith also appeared. Crowther explained a date change between the Idaho Junior Rodeo and the Mike Johnson Tuffest Qualifier. Moser moved to approve the contract for the Mike Johnson Vegas Tuffest Qualifier. The motion passed.
9:21 AM Guy Nason, Founder of Nason House of Hope, explained the organization's goal is to help high-risk youth. The organization is in startup at this point. Nason explained the fundraising event for August 16. A fee waiver is requested for the mystic gardens area. The funds raised will be used for the future plans of a 50-bed facility, with nursing, psychological, trade school, shop, rec center, in and outpatient treatment, transitional housing, and crisis center for youth. Discussion ensued on the impact to staff, garbage, and the full day of events. Hough moved to adjust the event a week to Aug 23 and require a \$100 refundable deposit to approve the request. The motion passed with Hough and Bullock voting for. Moser opposed.
9:36 AM Crowther explained the tractor's alternator went out and requested to search for a new tractor to purchase. Rentals are difficult to find, especially over holiday weekends. Funding was reviewed. Crowther will look for a tractor.
- 3 9:45 AM Phillips reviewed the Gem Plan and Blue Cross agreement. Bullock moved to approve the contract. The motion passed.
- 4 9:47 AM Crystal reviewed a contract with Booth Architecture for designing the Road and Bridge roof. Bullock moved to approve the agreement with Booth Architecture. The motion passed.
9:50 AM Crystal gave updates on Idaho Code changes and procurement projects.
- 5 9:54 AM Klauser provided a summary of new positions, grade/promotion requests, donations, historical, veterans memorial, fair inventory, admin fees, and security improvements/metal detector. The Clerk's recommendation will start July 24.
- 6 10:03 AM Moser questioned claims from emergency management for lunches, shirts, and booth rental. Discussion included budgeted items, lack of line item budget for grant funds, and micromanagement. Bullock moved to approve the claims agenda. The motion passed.
- 7 See Board of Equalization minutes.
- 8 See Board of Equalization minutes.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved amended agenda.	Clerk
Approved contract for Mike Johnson Vegas Tuffest Qualifier, and contract for Nason fundraiser with date change and deposit.	Parks & Rec
Approved agreement for Gem Plan and Blue Cross.	HR
Approved IC Agreement with Booth Architecture for Road and Bridge roof design.	Procurement
Approved claims agenda.	Clerk