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## BANNOCK COUNTY COMMISSIONERS' – MEETING

### Commissioners' Agenda

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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.

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### **Tuesday, July 29, 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)
- Discussion pertaining to delinquent taxes on RPRPSTC000300 (requested 10 minutes) (action item)
- Joanne Agnelli, Ag Extension, requesting a reallocation of funds to purchase two laptops (requested 5 minutes) (action item)
- Kiel Burmester, Public Works, requesting approval of and signature on Collection Agreement between Bannock County and the USDA Forest Service (requested 5 minutes) (action item)
- Dillon Evans, Solid Waste, regarding approval of and signature on Customer Consent to Proceed with Engineering/Design (requested 5 minutes) (action item)
- Matthew K. Phillips, Human Resources and Risk Management, asking for approval of estimate proposal from Nederlander Concerts for ancillary coverage for two upcoming concerts (requested 5 minutes) (action item)

**RESOLUTIONS AND ORDINANCES (action items):**

County Ordinance 2025-03 Amendment No. 69 to Zoning Ordinance No. 1998-1

County Ordinance 2025-04 Amendment No. 70 to Zoning Ordinance No. 1998-1

**LETTERS AND NOTICES (action items):**

Public Hearing Notice

**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
- Technology Forms
- Minutes: Approval of Meeting Minutes for July 22, 2025, and Certification of Said Minutes

## 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:

Commission

Department:

Commission

Requestor Email:

commission@bannockcounty.gov

Item(s) to be considered:

Request to discuss delinquent taxes on RPRPSTC000300

Date of meeting being requested:

07/29/2025

Time requested:

10 Minutes

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

No

Contract/Agreement Begin Date:

Contract/Agreement End Date:

List of additional attendees:

Misty Katsilometes



**BANNOCK COUNTY COMMISSIONERS**

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**ERNIE MOSER**  
 Commissioner  
 1st District

**JEFF HOUGH**  
 Commissioner  
 2nd District

**KEN BULLOCK**  
 Commissioner  
 3rd District

**AGENDA REQUEST FORM**

*The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:00 AM** in the Commissioners' Chambers in the Bannock County Courthouse, 624 E. Center, Room 212, Pocatello, Idaho, or as noticed **48 hours** prior to the meeting at <https://www.bannockcounty.us/commissioners/>. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special meetings should contact the Commissioner's Office at [208-236-7210](tel:208-236-7210), three to five working days before the meeting.*

**E-mail this completed form and any supporting documents to [agendarequest@bannockcounty.us](mailto:agendarequest@bannockcounty.us) by NOON on the Thursday prior to the scheduled meeting.**

**Name/Department:**

UI Extension, Bannock County

**Item to be considered/background:**

Reallocation of funds to purchase two laptops

**How much time will be needed? Meeting date requested:**

5 minutes

7/29/25

**Does this item involve a contract, agreement, external funding application or award acceptance?**

YES ☐ NO ☒

**Have all supporting documents been included with this form?**

YES ☒ NO ☐

**List of attendees:**

Nikki Ennis, Joanne Agnelli

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

Commissioner Office Only:

Date: 7/29/25 Time: \_\_\_\_\_

The Extension office has been enlightened to a better way to run the documentation for fair projects. What has been done mostly by hand and transferred to various excel spreadsheet over the last 20 years, can now be completed in the *FairEntry* software. This year, we were able to purchase a few hand-held scanners that we simply plug into a laptop and it scans the barcode of each child's project for the purpose of recording animal weights, birthdates, FCS projects entry dates, etc. We are then able to auto upload after each show for the purpose of recording show results, placements, awards, etc.

This will save us a ton of time at fair and also ensure the most accurate data collection without the need to stay after hours each day completing data entry.

Our office has had an almost total staff turnover and as a side-effect, these employees have brought their own knowledge of newer technology and a wealth of experience in their fields.

We are asking for a reallocation of funds from 110113-43200 – Repairs/Maintenance-Office Equipment to 110113-42400 – Office/Computer Supplies for the purchase of laptops.

We have, until recently, needed this 43200 budget for copier maintenance and repairs. We currently do not have any machines under contract, and will not need that whole budget for FY26. This purchase request is a on-time ask, not on-going.

I have included a quote for the two laptops from Adam McKinney in IT. The total cost would be \$1906.60.

Because Fair is only one week a year, we will use the laptops for other Extension uses at the office the rest of the year.

Thank you for your time.



Thank you for choosing CDW. We have received your quote.

[Hardware](#)
[Software](#)
[Services](#)
[IT Solutions](#)
[Brands](#)
[Research Hub](#)

## QUOTE CONFIRMATION

ADAM MCKINNEY,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

**Convert Quote to Order**

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
1CHLY3T	7/24/2025	AGEXT-THINKPADS	8664651	<b>\$1,906.60</b>

### QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Lenovo ThinkPad E16 Gen 1 - 16" - Intel Core i7 - 1355U - 16 GB RAM - 512 G</a>	2	7492836	\$953.30	\$1,906.60

Mfg. Part#: 21JN0073US

Contract: Sourcwell 121923-CDWG Tech Catalog (121923)

**SUBTOTAL** \$1,906.60

**SHIPPING** \$0.00

**SALES TAX** \$0.00

**GRAND TOTAL** **\$1,906.60**

### PURCHASER BILLING INFO

**Billing Address:**  
BANNOCK COUNTY  
ACCTS PAYABLE  
624 E CENTER ST STE 205  
POCATELLO, ID 83201-6274  
**Phone:** (208) 236-7340  
**Payment Terms:**

### DELIVER TO

**Shipping Address:**  
BANNOCK COUNTY  
ATTN: ADAM MCKINNEY  
624 E CENTER RM205  
POCATELLO, ID 83201  
**Phone:** (208) 236-7340  
**Shipping Method:** UPS Ground (2-3 days)

### Please remit payments to:

CDW Government  
75 Remittance Drive  
Suite 1515  
Chicago, IL 60675-1515



### Sales Contact Info

Matthew Olszewski | (877) 325-8219 | [mattols@cdwg.com](mailto:mattols@cdwg.com)

## Need Help?

[My Account](#)[Support](#)[Call 800.800.4239](#)[About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at

<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

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## 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:

Kiel Burmester

Department:

Public Works

Requestor Email:

kielb@bannockcounty.us

Item(s) to be considered:

Collection Agreement between Bannock County and USDA, Forest Service  
 (Snowmobile Grooming/Parking Lot Plowing)

Date of meeting being requested:

07/29/2025

Time requested:

5 Minutes

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

Agreement

Contract/Agreement Begin Date:

07/29/2025

Contract/Agreement End Date:

07/15/2030

List of additional attendees:



Forest Service  
U.S. DEPARTMENT OF AGRICULTURE

FS-1500-11 (VER. 05/24)  
OMB No. 0596-0217  
EXP: 05/31/2027

FS Agreement No. 25-CO-11041500-067

Cooperator Agreement No. \_\_\_\_\_

**COLLECTION AGREEMENT**  
**Between**  
**BANNOCK COUNTY**  
**And The**  
**UNITED STATES DEPARTMENT OF AGRICULTURE,**  
**U.S. FOREST SERVICE**  
**CARIBOU-TARGHEE NATIONAL FOREST**

This COLLECTION AGREEMENT is hereby entered into by and between Bannock County, hereinafter referred to as "The County", and the United States Department of Agriculture (USDA), U.S. Forest Service, Caribou-Targhee National Forest, hereinafter referred to as the "Forest Service," under the provisions of the Cooperative Funds Act of June 30, 1914 (16 U.S.C. 498 as amended by Pub. L. 104-127)..

Background: Since the early 1990s Bannock County has been a partner with the Westside Ranger District to provide plowed snowmobile parking lots for public use during the snow season. U.S. Forest Service personnel and equipment conduct plowing operations at the identified parking lots the morning following a snowfall of six inches or more, depending on consistency of snow and existing snow base. To improve efficiencies, plowing may be delayed until snowfall subsides for a period of twenty-four to forty-eight hours. Forest law enforcement patrols the parking lots for compliance with State snowmobile registration laws. U.S. Forest Service staff sign the snowmobile parking lots and release pertinent information concerning the snowmobile parking lots to the public via press releases and web page updates.

Title: Bannock County Parking Lot Plowing

**I. PURPOSE:** The purpose of this agreement, and incorporated Financial Plan, is to document the voluntary contribution of funds from the County to the Forest Service to plow the Inman, South Fork of Mink Creek, and from the County to the Forest Service to plow the South Fork of Mink Creek and Crystal Summit parking lots for use by snowmobilers. Bannock County will work in conjunction with the Forest Service on snow removal of Inman Parking lot.

**II. THE COUNTY SHALL:**

- A. LEGAL AUTHORITY. The County shall have the legal authority to enter into this agreement, and the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the project, which includes funds sufficient to pay the nonfederal share of project costs, when applicable.
- B. Perform in accordance with the Financial Plan, attached as Exhibit A and Scope of Work, attached as Exhibit B.



Forest Service  
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- C. Upon presentation of a Bill for Collection, reimburse the Forest Service the amount agreed to in the Financial Plan.
- D. The County will provide guidance and feedback to the U.S. Forest Service concerning the method and timing of snowmobile parking lot plowing.

### III. THE FOREST SERVICE SHALL:

- A. REIMBURSABLE BILLING. The maximum total cost liability to the County for this agreement is \$5,000.00. The Forest Service shall bill the County quarterly as of December 31st for funds sufficient to cover the costs for the specific payment period. All reimbursement billings must be completed within the same fiscal year as Forest Service expenditures. The County shall not be assessed overhead for work pertaining to this agreement.

Billings must be sent to:

Bannock County Commissioner's Office  
ATTN: Bobette Beesley  
5500 South Fifth Avenue  
Pocatello, ID 82301  
bobetteb@bannockcounty.us

The Forest Service is required to issue bills for expenditures incurred under reimbursable agreements at the end of or prior to the end of each fiscal year. Therefore, an out-of-cycle bill may be received by the County.

If payment is not received to the satisfaction of the Forest Service by the date specified on the Bill for Collection (Form FS-6500-89), the Forest Service shall exercise its rights regarding the collection of debts owed to the United States. Conditions specified in an associated payment bond guaranteeing payment must also be met.

- B. SPECIAL BILLING REQUIREMENTS – FINANCIAL DOCUMENTATION. Reimbursable billings shall be issued at the prescribed frequency based on expenditures recorded in the Forest Service accounting system for work performed. Bills for Collection reflect an aggregate amount for the billing period. Forest Service Transaction Register listing itemized expenses will be provided upon request at the end of a project or annually for long-term agreements. Provision of the Transaction Register or other supporting documentation accompanying individual bills will be limited to agreements over \$2,500.00, and only when the County requirements are clearly defined within this clause.

The special billing requirements are: with each bill

- C. SPECIAL BILLING REQUIREMENTS – PROGRAM DOCUMENTATION. The Forest Service Program Manager shall provide the County with a written report that meets the County's specific documentation requirements.



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U.S. DEPARTMENT OF AGRICULTURE

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- D. Perform in accordance with the attached Financial Plan, Exhibit A and Scope of Work, attached as Exhibit B.
- E. The U.S. Forest Service will perform snow plowing at the Crystal Summit and South Fork Mink Creek Snowmobile trailhead parking lots for use by the public during the winter season.

**IV. IT IS MUTUALLY AGREED AND UNDERSTOOD BY AND BETWEEN THE PARTIES THAT:**

- A. PRINCIPAL CONTACTS. Individuals listed below are authorized to act in their respective areas for matters related to this agreement.

**Principal Cooperator Contacts:**

<b>County Program Contact</b>	<b>County Administrative Contact</b>
Kiel Burmester Director of Public Works 5500 South 5 <sup>th</sup> Avenue Pocatello, ID 82301 Telephone: (208) 236-9591 Email: <a href="mailto:kielb@bannockcounty.gov">kielb@bannockcounty.gov</a>	Bobette Beesley Administrative Services Manager 5500 South 5 <sup>th</sup> Avenue Pocatello, ID 82301 Telephone: (208) 233-9591 Email: <a href="mailto:bobetteb@bannockcounty.gov">bobetteb@bannockcounty.gov</a>

**Principal Forest Service Contacts:**

<b>U.S. Forest Service Program Manager Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
Samantha Solomon Recreation Management Specialist 4350 South Cliffs Drive Pocatello, ID 83201 Telephone: (208) 236-7524 Email: <a href="mailto:samantha.solomon@usda.gov">samantha.solomon@usda.gov</a>	Gina Jolley Grants Management Specialist 857 W. South Jordan Parkway South Jordan, UT 84095 Telephone: (385) 832-9825 Email: <a href="mailto:gina.jolley@usda.gov">gina.jolley@usda.gov</a>

- B. FOREST SERVICE LIABILITY TO THE COOPERATOR. The United States shall not be liable to The County for any costs, damages, claims, liabilities, and judgments that arise in connection with the performance of work by the Forest Service or its contractors under this agreement, including but not limited to damage to any property owned by The County or any third party.
- C. PUBLIC NOTICES. It is the Forest Service's policy to inform the public as fully as possible of its programs and activities. The County is/are encouraged to give public notice of the receipt of this agreement and, from time to time, to announce progress and accomplishments. Press releases or other public notices should include a statement substantially as follows:





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"Westside Ranger District of the Forest Service, Department of Agriculture, supports this program to benefit winter recreationists."

The County may call on the Forest Service's Office of Communication for advice regarding public notices. The County is/are requested to provide copies of notices or announcements to the Forest Service Program Manager and to the Forest Service's Office of Communications as far in advance of release as possible.

- D. FREEDOM OF INFORMATION ACT (FOIA). Public access to agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552). Requests for research data are subject to 2 CFR 215.36.

Public access to culturally sensitive data and information of Federally-recognized Tribes may also be explicitly limited by P.L. 110-234, Title VIII Subtitle B §8106 (2009 Farm Bill).

- E. PARTICIPATION IN SIMILAR ACTIVITIES. This agreement in no way restricts the Forest Service or the County from participating in similar activities with other public or private agencies, organizations, and individuals.
- F. ENDORSEMENT. Any of the County's contributions made under this agreement do not by direct reference or implication convey Forest Service endorsement of the County's products or activities.
- G. NOTICES. Any communication affecting the operations covered by this agreement by the Forest Service or the County will be sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:

To the Forest Service Program Manager, at the address specified in the agreement.

To the County, at the County's address shown in the agreement or such other address designated within the agreement.

Notices are effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

- H. COLLABORATION. The Forest Service and the County may mutually agree to collaborate in the review of draft publications, interpretive signs, manuscripts, and other printed material and audiovisuals prior to completion. This agreement, in and of itself, does not authorize the County's participation in the project.
- I. PAID SICK LEAVE REQUIREMENTS. Executive Order 13706, Establishing Paid Sick Leave for Federal Contractors, and its implementing regulations, including the federal





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contractor paid sick leave clause at 29 CFR Part 13, Appendix A, apply to the Cooperator and any subcontractors under this agreement. These regulatory requirements are incorporated by reference into this agreement as if fully set forth in this agreement.

- J. USE OF FOREST SERVICE INSIGNIA. In order for the County to use the Forest Service insignia on any published media, such as a Web page, printed publication, or audiovisual production, permission must be granted from the Forest Service's Office of Communications (Washington Office). A written request will be submitted by Forest Service **CARIBOU-TARGHEE NATIONAL FOREST** to the Office of Communications Assistant Director, Visual Information and Publishing Services prior to use of the insignia. The Forest Service **CARIBOU-TARGHEE NATIONAL FOREST** will notify The County when permission is granted.
- K. PROPERTY IMPROVEMENTS. Improvements placed by The County on National Forest System land at the direction or with the approval of the Forest Service become property of the United States. These improvements are subject to the same regulations and administration of the Forest Service as would other national forest improvements of a similar nature. No part of this agreement entitles The County to any interest in the improvements, other than the right to use them under applicable Forest Service regulations.
- L. PURCHASE OF ASSETS. Any assets (such as equipment, property, or improvements) purchased by the Forest Service with the County's contributions shall become the property of the Forest Service.
- M. NONDISCRIMINATION STATEMENT – PRINTED, ELECTRONIC, OR AUDIOVISUAL MATERIAL. In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the State or local Agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail:



Forest Service  
U.S. DEPARTMENT OF AGRICULTURE

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U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Mail Stop 9410, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

USDA is an equal opportunity provider, employer, and lender.

- N. TERMINATION FOR COLLECTION AGREEMENTS. Either party, in writing, may terminate this agreement in whole, or in part, at any time before the date of expiration. The Forest Service shall not incur any new obligations for the terminated portion of this agreement after the effective date of termination and shall cancel as many obligations as possible. Full credit must be allowed for Forest Service expenses and all non-cancelable obligations properly incurred up to the effective date of termination.
- O. DEBARMENT AND SUSPENSION. The County shall immediately inform the Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the Federal Government according to the terms of 2 CFR Part 180. Additionally, should the County or any of their principals receive a transmittal letter or other official Federal notice of debarment or suspension, then they shall notify the Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary.
- P. MODIFICATIONS. Modifications within the scope of this agreement must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 30 days prior to implementation of the requested change. The Forest Service is not obligated to fund any changes not properly approved in advance.
- Q. COMMENCEMENT/EXPIRATION DATE. This agreement is executed as of the date of the last signature, and is effective through July 15, 2030 at which time it will expire. The expiration date is the final date for completion of all work activities under this agreement.
- R. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement. In witness whereof, the parties hereto have executed this agreement as of the last date written below.





Forest Service  
U.S. DEPARTMENT OF AGRICULTURE

FS-1500-11 (VER. 05/24)  
OMB No. 0596-0217  
EXP: 05/31/2027

7-29-25

JEFF HOUGH, Chairman  
Bannock County Board of Commissioners

Date

KIMBERLY  
PIERSON

Digitally signed by  
KIMBERLY PIERSON  
Date: 2025.07.22 13:48:37  
-06'00'

KIMBERLY PIERSON, Forest Supervisor  
Forest Service, Caribou-Targhee National Forest

Date

The authority and format of this agreement have been reviewed and approved for signature.

GINA  
JOLLEY

Digitally signed by GINA  
JOLLEY  
Date: 2025.07.22  
11:51:16 -06'00'

GINA JOLLEY  
Forest Service Grants Management Specialist

Date

#### Paperwork Reduction Act Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond, to a collection of information unless it displays a valid OMB control number. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The OMB control number for this information collection is 0596-0217. Response to this collection of information is mandatory. The authority to collect the information Section 7 of the Granger-Thye Act (16 U.S.C. 580d) and Title IV of the Federal Land Policy and Management Act of 1976 (43 U.S.C. 1751-1753). The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Clearance Officer, OIRM, 1400 Independence Avenue, SW, Room 404-W, Washington, D.C. 20250; and to the Office of Management and Budget, Paperwork Reduction Project (OMB# 0596-0217), 725 17th Street NW, Washington, D.C. 20503.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](https://www.usda.gov/how-to-file-a-program-discrimination-complaint) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

USDA is an equal opportunity provider, employer, and lender.

The Privacy Act of 1974, 5 U.S.C. 552a and the Freedom of Information Act, 5 U.S.C. 552 govern the confidentiality to be provided for information received by the Forest Service.

U.S. Forest Service

FS-1500-18 (VER. 05/24)

OMB No. 0596-0217

EXP: 05/31/2027

Forest Service Agreement # 25-CO-11041500-067

Cooperator Agreement #

**Exhibit A - Collection Agreement Financial Plan****Cooperator and FS Contributions**

<b>COST ELEMENTS and related data</b>				<b>Cooperator Contribution</b>	<b>FS Non-Cash Contribution</b>	
<b>Line Item Cost Subtotals</b>				<b>Subtotal</b>	<b>Subtotal</b>	<b>Combined Subtotals</b>
<b>PERSONNEL</b>						
<b>Resource Specialists (List all personnel):</b>	<b># of Days</b>	<b>\$/Day</b>				
WG Road Crew Outside of Base (OT and Holiday)	4.50	\$500.00		\$2,250.00		\$2,250.00
				\$0.00		\$0.00
				\$0.00		\$0.00
				\$0.00		\$0.00
				\$0.00		\$0.00
WG Equipment Operator (Moore)	5.00	\$461.24			\$2,306.20	\$2,306.20
WG Equipment Operator (Weiler)	5.00	\$361.68			\$1,808.40	\$1,808.40
WG Equipment Operator (Bruce)	5.00	\$456.51			\$2,282.55	\$2,282.55
					\$0.00	\$0.00
					\$0.00	\$0.00
<b>Subtotal, Personnel:</b>	<b>19.50</b>			<b>\$2,250.00</b>	<b>\$6,397.15</b>	<b>\$8,647.15</b>
<b>TRAVEL</b>						
<b>Explanation of trips:</b>	<b>Vehicle Mileage Cost or Airfare Cost</b>	<b># of Trips</b>	<b>PerDiem and Lodging</b>			
From Where/To Where/For Whom						
				\$0.00		\$0.00
				\$0.00		\$0.00
					\$0.00	\$0.00
<b>Subtotal, Travel:</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>EQUIPMENT</b>						
<b>Name and Type of Equipment:</b>	<b>Unit Cost</b>	<b>Quantity</b>				
Grader repairs, maintenance, fuel, usage	\$1,950	1		\$1,950.00		\$1,950.00
Plow truck mileage	\$100	4		\$400.00		\$400.00
Service truck	\$100	4		\$400.00		\$400.00
<b>Subtotal, Equipment:</b>	<b>\$2,150.00</b>	<b>9</b>		<b>\$2,750.00</b>	<b>\$0.00</b>	<b>\$2,750.00</b>
<b>SUPPLIES</b>						
<b>Name and Type of Supplies:</b>	<b>Unit Cost</b>	<b>Quantity</b>				
				\$0.00		\$0.00
				\$0.00		\$0.00
					\$0.00	\$0.00
<b>Subtotal, Supplies:</b>	<b>\$0.00</b>	<b>0</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>



U.S. Forest Service

FS-1500-18 (VER. 05/24)

OMB No. 0596-0217

EXP: 05/31/2027

<b>CONTRACTUAL</b>							
<b>Describe Contracts that</b>							
							\$0.00
							\$0.00
							\$0.00
<b>Subtotal, Contractual:</b>				\$0.00	\$0.00		\$0.00
<b>OTHER</b>							
<b>Describe Other Costs of the</b>							
							\$0.00
							\$0.00
							\$0.00
<b>Subtotal, Other:</b>				\$0.00	\$0.00		\$0.00
<b>TOTAL DIRECT CHARGES</b>				\$5,000.00	\$6,397.15		\$11,397.15
<b>OVERHEAD ASSESSMENT</b> (if applicable, see FSH 1909.13)				<b>Insert Rate Here:</b>	0.0%		
<b>Total Party Costs</b>				\$5,000.00	\$6,397.15		\$11,397.15
<b>COST ELEMENTS</b>				<b>Cooperator Contribution</b>			
<b>TOTAL CHARGES</b>				\$0.00			
<b>OVERHEAD ASSESSMENT</b> (if applicable, see FSH 1909.13)				<b>Insert Rate Here:</b>			\$0.00
<b>Total Pass-Through Costs</b>				\$0.00			
<b>TOTAL PROJECT COSTS</b>						\$11,397.15	

**"Paperwork Reduction Act Statement"**

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond, to a collection of information unless it displays a valid OMB control number. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The OMB control number for this information collection is 0596-0217. Response to this collection of information is mandatory. The authority to collect the information Section 7 of the Granger-Thye Act (16 U.S.C. 580d) and Title IV of the Federal Land Policy and Management Act of 1976 (43 U.S.C. 1751-1753). The time required to complete this information collection is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Clearance Officer, OIRM, 1400 Independence Avenue, SW, Room 404-W, Washington, D.C. 20250; and to the Office of Management and Budget, Paperwork Reduction Project (OMB# 0596-0217), 725 17th Street NW, Washington, D.C. 20503.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.



## Exhibit B

25-CO-11041500-067

## Bannock County Parking Lot Plowing

## Scope of Work

The purpose of this agreement is to document the cooperation between Bannock County and the U.S. Forest Service to support the operations for the South Fork of Mink Creek and Crystal Summit parking lots for use by snowmobilers. Bannock County will work in conjunction with the Forest Service on snow removal of Inman Parking lot.

## Bannock County

- Bannock County shall ensure proper planning, management, and completion of the project.
- Perform in accordance with the Financial Plan, attached as Exhibit A.
- Bannock County will provide guidance and feedback to the U.S. Forest Service concerning the method and timing of snowmobile parking lot plowing.
- Bannock County will work in conjunction with the Forest Service on snow removal of Inman Parking lot.

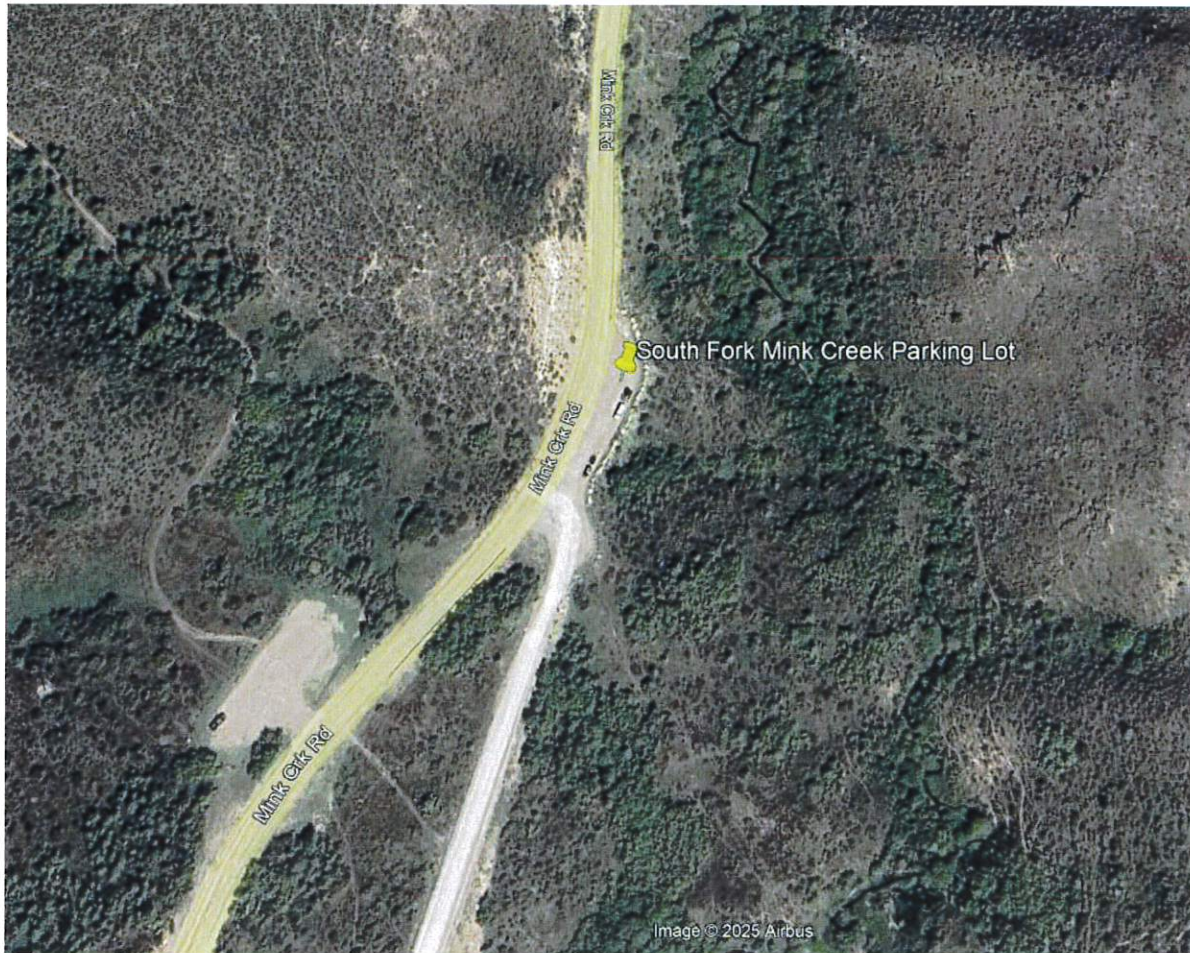
## The Forest Service

- The U.S. Forest Service will perform snow plowing at the Crystal Summit and South Fork Mink Creek snowmobile trailhead parking lots for use by the public during the winter season. Bannock County will work in conjunction with the Forest Service on snow removal of Inman Parking lot.

## Crystal Summit Parking Lot



## South Fork Mink Creek



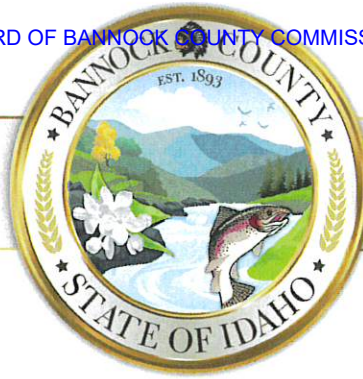


## Inman Parking Lot



## 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:

Dillon Evans

Department:

Solid Waste

Requestor Email:

Dillone@bannockcounty.gov

Item(s) to be considered:

Idaho Power Consent to Proceed

Date of meeting being requested:

07/29/2025

Time requested:

5 Minutes

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

Agreement

Contract/Agreement Begin Date:

Contract/Agreement End Date:

List of additional attendees:



## Customer Consent to proceed with Engineering/Design

Thank you for your request. We are excited to serve as your electric service provider.

I, Bannock County Landfill ("Applicant") requested for Idaho Power Company ("Idaho Power") to proceed with engineering for the work request located at: 1500 N. Fort Hall Mine Rd. Pocatello, Id 83204

Idaho Power's line extension tariff provides:

Engineering Charge. Applicants or Additional Applicants will be required to prepay all engineering costs for Line Installations and/or Alterations greater than 16 estimated hours. Estimates equal to or less than 16 hours will be billed to the Applicant or Additional Applicant as part of the construction costs, or after the engineering is completed in instances where construction is not requested.

I understand I am responsible for an engineering charge of \$97.00 per hour in Idaho or \$96.00 per hour in Oregon. I agree to pay the engineering charge, whether the work requested is built or not. I understand the engineering charge is non-refundable and subject to Idaho Power collection activity if unpaid.

Additional fees may include, but are not limited to, the following: right of ways, permitting, research related to the design and design changes requested by the Applicant and billed as a part of the construction costs.

The engineering hourly rate will update annually and is assessed beginning on the Idaho or Oregon Public Utility Commission's approved date.

Important to fill out this section to avoid delays designing this project.

Financially Responsible Name: Bannock County

Email Address: commission@bannockcounty.gov

EIN or last 4 of SSN: 82-6000279

Financially Responsible Signature: Jeff Hough

Date: July 29, 2025

Phone: (208) 236-7210

Customer Signature: Same as above

Date: \_\_\_\_\_

Mailing Address: 624 E. Center St., rm 101, Pocatello, Id. 83201

Email Address: commission@bannockcounty.gov

Phone: \_\_\_\_\_

Idaho Power Representative: Michael Wilcox

Date: 05/28/25

Email Address: mwilcox@idahopower.com

Phone: 208-236-7772

Internal Use		
Service Request Number:	Work Order Number:	Design Number:
Customer Account:		

## BANNOCK COUNTY COMMISSIONERS

624 E. Center, Pocatello, ID 83201  
 Phone: (208) 236-7210 • Fax: (208) 234-7363



ERNIE MOSER  
 Commissioner  
 1st District

JEFF HOUGH  
 Commissioner  
 2nd District

KEN BULLOCK  
 Commissioner  
 3rd District

## AGENDA REQUEST FORM

The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:00 AM** in the Commissioners' Chambers in the Bannock County Courthouse, 624 E. Center, Room 212, Pocatello, Idaho, or as noticed **48 hours** prior to the meeting at <https://www.bannockcounty.us/commissioners/>. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special meetings should contact the Commissioner's Office at [208-236-7210](tel:2082367210), three to five working days before the meeting.

**E-mail this completed form and any supporting documents to [agendarequest@bannockcounty.us](mailto:agendarequest@bannockcounty.us) by NOON on the Thursday prior to the scheduled meeting.**

## Name/Department:

Matthew K. Phillips / Human Resources & Risk Management

## Item to be considered/background:

Asking for approval of estimate proposal from Nederlander Concerts for ancillary coverage for 8-1 Bad Religion and 10-3 Mudvayne concerts.

## How much time will be needed? Meeting date requested:

5 minutes

7/29/25

Does this item involve a contract, agreement, external funding application or award acceptance?

YES ☒ NO ☐

Have all supporting documents been included with this form?

YES ☒ NO ☐

List of attendees:

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

Commissioner Office Only:

Date: 7/29/25 Time: \_\_\_\_\_





**COUNTY ORDINANCE 2025-03****Bannock County, Idaho**

Amendment No. 69 to Zoning Ordinance No. 1998-1

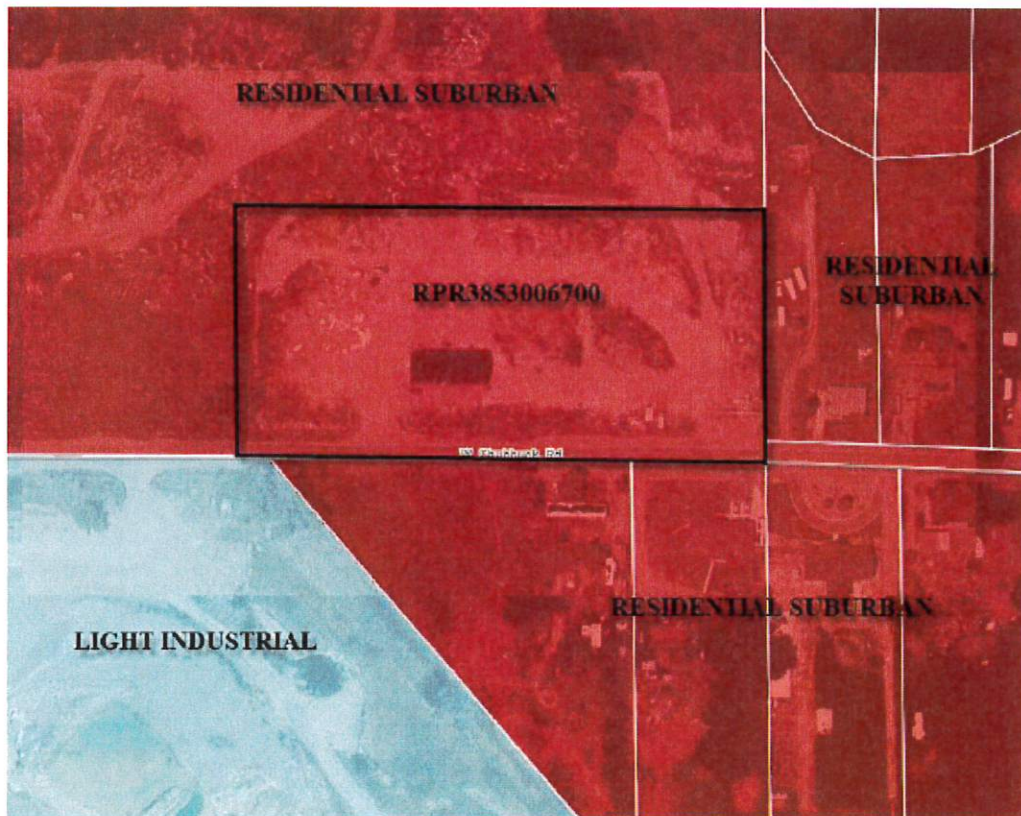
AN ORDINANCE AMENDING ORDINANCE NO. 1998-1, AMENDING THE ZONING DISTRICT DESIGNATION OF APPROXIMATELY 4.14 ACRES OF PROPERTY LOCATED AT 14788 W. CHUBBUCK ROAD FROM RESIDENTIAL SUBURBAN TO LIGHT INDUSTRIAL.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF BANNOCK COUNTY, IDAHO:

**SECTION 1:**

That Appendix A of Ordinance 1998-1, the Official Zoning Map of unincorporated Bannock County be amended to reflect the following:

Change zoning district boundary from RESIDENTIAL SUBURBAN to LIGHT INDUSTRIAL for a portion of land consisting of approximately 4.14 acres, and belonging to G3B, LLC which is depicted on the map below and identified as tax parcel RPR3853006700.



**SECTION 2: REPEALING CLAUSE**

All other ordinances and parts of ordinances in conflict herewith shall be, and the same hereby repealed, including the Comprehensive Plan.

**SECTION 3: SEVERABILITY:**

If any word, phrase, section, subsection, provision, clause or paragraph of this ordinance shall be adjudged or declared by any court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect the validity of the remaining portions of the Ordinance and it is hereby expressly declared that every other word, phrase, section, subsection, provision, clause or paragraph of the Ordinance enacted, regardless of the enactment or validity of the portion thereof declared to be unconstitutional or invalid, is valid.

**SECTION 4: EFFECTIVE DATE:**

This ordinance shall be in full force and effect upon its passage, approval, and publication.

Adopted this 29th day of July, 2025.

BOARD OF BANNOCK COUNTY COMMISSIONERS

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Jeff Hough, Chairman

---

Ernie Moser, Member

---

Ken Bullock, Member

ATTEST: \_\_\_\_\_  
Jason C. Dixon, Clerk



**PUBLIC NOTICE OF BANNOCK COUNTY ORDINANCE ADOPTION**

The Board of Commissioners of Bannock County, Idaho, hereby gives notice of the adoption of Ordinance 2025-03. A summary of the Ordinance includes:

AN ORDINANCE AMENDING ZONING ORDINANCE NO. 1998-1, AMENDING THE ZONING DISTRICT DESIGNATION OF APPROXIMATELY 4.14 ACRES OF PROPERTY LOCATED AT 14788 W. CHUBBUCK ROAD FROM RESIDENTIAL SUBURBAN TO LIGHT INDUSTRIAL

The land is owned by G3B, LLC, and identified as tax parcel RPR3853006700.

The full text of this Ordinance is available in the office of the Bannock County Clerk, 624 E. Center Street, Pocatello, Idaho, Mon-Fri from 8 am – 5 pm.

BOARD OF BANNOCK COUNTY COMMISSIONERS

---

Jeff Hough, Chairman

---

Ernie Moser, Member

---

Ken Bullock, Member

ATTEST: \_\_\_\_\_  
Jason C. Dixon, Clerk

This is a true and complete summary of Ordinance 2025-03 and provides adequate notice to the public.

JASON C. DIXON, CLERK

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Publication Date: Aug 2, 2025



**COUNTY ORDINANCE 2025-04**  
**Bannock County, Idaho**  
Amendment No. 70 to Zoning Ordinance No. 1998-1

AN ORDINANCE AMENDING ZONING ORDINANCE NO. 1998-1 – Amending section 394.6 General Provisions.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF BANNOCK COUNTY, IDAHO, THAT THE FOLLOWING AMENDMENTS BE MADE TO ORDINANCE NO. 1998-1:

**SECTION 1: AMENDMENT**

Section 394.6(D) is amended as follows (remove strikethrough text and add underlined text):

D. The minimum area of an MPC shall be ~~seven hundred and fifty (750) acres~~ six hundred and forty (640) acres, plus or minus ten percent (10%).

**SECTION 2: REPEALING CLAUSE**

All other ordinances and parts of ordinances in conflict herewith shall be, and the same hereby repealed, including the Comprehensive Plan.

**SECTION 3: SEVERABILITY:**

If any word, phrase, section, subsection, provision, clause or paragraph of this ordinance shall be adjudged or declared by any court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect the validity of the remaining portions of the Ordinance and it is hereby expressly declared that every other word, phrase, section, subsection, provision, clause or paragraph of the Ordinance enacted, regardless of the enactment or validity of the portion thereof declared to be unconstitutional or invalid, is valid.

**SECTION 4: EFFECTIVE DATE:**

This ordinance shall be in full force and effect upon its passage, approval, and publication.

Adopted this 29th day of July, 2025.

BOARD OF BANNOCK COUNTY COMMISSIONERS

\_\_\_\_\_  
Jeff Hough, Chair

\_\_\_\_\_  
Ernie Moser, Member

\_\_\_\_\_  
Ken Bullock, Member

ATTEST: \_\_\_\_\_  
Jason C. Dixon, Clerk

**PUBLIC NOTICE OF BANNOCK COUNTY ORDINANCE ADOPTION**

The Board of Commissioners of Bannock County, Idaho, hereby gives notice of the adoption of Ordinance 2025-04. A summary of the Ordinance includes:

AN ORDINANCE AMENDING ZONING ORDINANCE NO. 1998-1 – Amending section 394.6 General Standards, paragraph D, changing minim area from 750 acres to 640 acres, plus or minus 10%.

The full text of this Ordinance is available in the office of the Bannock County Clerk, 624 E. Center Street, Pocatello, Idaho, Mon-Fri from 8 am – 5 pm.

**BOARD OF BANNOCK COUNTY COMMISSIONERS**

---

Jeff Hough, Chair

---

Ernie Moser, Member

---

Ken Bullock, Member

ATTEST: 

---

Jason C. Dixon, Clerk

This is a true and complete summary of Ordinance 2025-04 and provides adequate notice to the public.

JASON C. DIXON, CLERK

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Publication Date: Aug 2, 2025

**BANNOCK COUNTY PUBLIC HEARING NOTICE**

NOTICE IS HEREBY GIVEN THAT THE BANNOCK COUNTY BOARD OF COMMISSIONERS will conduct a public hearing on Tuesday, August 26, 2025, at 10:15 a.m. in the Bannock County Courthouse, Room 212, Pocatello, Idaho.

**TOPIC OF THE MEETING:**

**ZONING ORDINANCE MAP AMENDMENT/REZONE:** Bryan Moon proposes the redesignation of approximately 6.75 acres of land from Agricultural to Residential Suburban on the Zoning Map. The subject property is located at 11578 N. Philbin Road, Pocatello, Idaho, and identified as parcel RPRRMNL000500.

Planning and Development Council recommends approval of the application.

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](mailto:commission@bannockcounty.gov) prior to the meeting.

The application and recommendation of Planning Council are available at [www.bannockcounty.gov](http://www.bannockcounty.gov) or can be requested through the email above. Questions regarding the proposed ordinance amendment or the process can be addressed by the Planning and Development Department at 208-236-7230.

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, Commissioner

\_\_\_\_\_  
Ken Bullock, Commissioner

ATTEST: \_\_\_\_\_  
Jason C. Dixon, Clerk

Publication Dates: August 2 and 9, 2025



**BOARD OF BANNOCK COUNTY COMMISSIONERS  
MINUTES CERTIFICATION**

We, the Board of Bannock County Commissioners, hereby certify approval of the minutes of the Bannock County Commissioners' meetings inclusive of the date(s) of July 22, 2025, as approved during the meeting of June 29, 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:	Tuesday, July 22, 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, Attorney Jon Radford, and HR Director Matthew Phillips

### Agenda Details

AGENDA	
	Regular Business Meeting (action items)
	<b>Agenda:</b>
1	• 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	• Adam McKinney, 911 Communications, seeking approval of and signature on MOU for shared site access repeater (requested 5 minutes) (action item)
3	• Discussion pertaining to approval of and potential signature on a Reimbursement Agreement with the City of Chubbuck regarding waived landfill fees for the demolition of the Pine Ridge Mall (action item)
4	• Kristi Davenport, Commission, request for mileage to return to Pocatello for Commissioner Hough's return trip from NACo (requested 5 minutes) (action item)
5	• Kristi Klauser, Auditing, requesting signatures to pay manual checks and tractor purchase (requested 5 minutes) (action item)
6	• Matthew Phillips, Human Resources & Risk Management Director, requesting approval of and potential signature on proposed ancillary coverage with Philadelphia Insurance for 1) 7/26 Dwight Yoakam concert, 2) 8/6 Joe Bonamassa concert, and 3) 8/8 Old Dominion concert (requested 15 minutes) (action item)
7	• Jason Dye, Trial Court Administrator, requesting approval of and potential signature on 1) copier purchase and maintenance contract with Dex Imaging and 2) addendum to lease agreement with Power County (requested 10 minutes) (action item)
8	<b>RESOLUTIONS AND ORDINANCES (action items):</b> Resolution No. 2025-49 Awarding Firearm to Retired Sheriff Deputy
9	<b>LETTERS AND NOTICES (action items):</b> Notice of Action letters
10	<b>SIGNATURE ONLY (action items):</b> June 2025 Commissioner Proceedings Xcell Engineering proposal for geotechnical evaluation
11	<b>CLAIMS AND CONSENT AGENDA (action items):</b> <ul style="list-style-type: none"> <li>• Board of Ambulance District: Invoices and Commissioner Report</li> <li>• Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications</li> <li>• Manual Checks</li> <li>• Alcohol Licenses and Catering Permits</li> <li>• Certificate of Residency Approval</li> </ul>

	<ul style="list-style-type: none"> <li>• Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&amp;(b) regarding personnel with potential action following adjournment of Executive Session</li> <li>• Minutes: Approval of Meeting Minutes for July 3 and 8, 2026, and Board of Equalization Minutes for July 1, 3, 7, and 9, 2026, and Certification of Said Minutes</li> </ul>
12	Public Hearing Rezone Application (action item)
13	Public Hearing Zoning Ordinance Text Change (action item)

## Meeting Notes

- 1 9:00 AM Hough called the meeting to order. Community Resources and Advocacy Director Shantal Lauulu presented cremation applications for case numbers 20250042, 20250043, 20250044, 20250045, and 20250046. Moser moved to approve case numbers 20250042, 0043, 0044, and 0045 and to deny case number 20250046. The motion passed.
- 2 9:03 AM McKinney reviewed an MOU to relocate repeater equipment on Sedgewick. Moser moved to approve the MOU. The motion passed. McKinney reported approval of the ISPPC grant for Next Gen 911. There will be a contract in the next few weeks with installation within 18 months.
- 3 9:13 AM Davenport reviewed the agreement addressed the proposed reimbursement potential with the Chubbuck Development Authority. Bullock moved to approve the agreement with the Chubbuck Development Authority. The motion passed.
- 4 9:15 AM Davenport reviewed a mileage reimbursement for Hough. Bullock moved to approve the reimbursement. The motion passed.
- 5 9:16 AM Klauser reviewed manual checks for concerts and a tractor purchase that were pre-approved, and emails authorizing the payments were received. Moser moved to approve the purchases and manual checks. The motion passed.
- 6 9:18 AM Phillips reviewed ancillary insurance agreements for concerts. Moser moved to approve the insurance policies. The motion passed.
- 7 9:06 AM Dye reviewed a contract for D6 for a copy machine from Dex Imaging. Bullock moved to approve the agreement. The motion passed.  
9:08 AM Dye reviewed a lease agreement with Power County for D6 treatment. Moser moved to approve the agreement with Power County. The motion passed.
- 8 9:20 AM Moser moved to approve Resolution 2025-49. The motion passed.
- 9 9:21 AM Hough moved to approve the letters and notices. The motion passed.
- 10 9:21 AM The Commissioner proceedings and engineering proposal were approved in the previous motion.
- 11 9:21 AM Bullock moved to approve the claims agenda. The motion passed.
- 12 11:00 AM Hough called the hearing to order. Moser moved to enter the public hearing. The motion passed. Planning Director Hal Jensen, Assistant Planning Director Tristan Bourquin and Applicant Jeremy Maska with Westwood Construction representing the property owner were present. Bourquin reviewed the Planning Council recommended approval of the application. The criteria Council deliberated against was submitted in the packet. Hough acknowledged receipts of two letters supporting the application and one letter from Chubbuck opposing.



11:02 AM Manska explained there is a truss manufacturing plant operating at the location. Bullock moved to approve the rezone as recommended by Council. The motion passed. There were no other public comments submitted.

- 13 11:14 AM Hough called the hearing to order. Moser moved to enter the public hearing. Planning Director Hal Jensen and Assistant Planning Director Tristan Bourquin were present. Bourquin reviewed Planning Council recommended an ordinance text amendment to section 394.6(D) to approve changing the acreage requirement from 750 to 640 acres, plus or minus 10%. Applicant has recommended that number be 550 acres. Discussion at Council's public hearing surrounded the intent for determining that initial size, which was investigated and determined to be an arbitrary number. Bullock moved to accept the ordinance changes to section 394.6 to read 640 acres, plus or minus 10%. The motion passed.

## Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved cremation assistance for case numbers 20250042, 0043, 0044, and 0045 and denied case number 20250046.	Indigent
Approved MOU with Franklin/Caribou/Bear Lake Counties for 911 site access.	E911
Approved agreement with Chubbuck Development Authority regarding fee reimbursement.	Commission
Approved mileage reimbursement.	Auditing
Approved manual checks.	Auditing
Approved ancillary insurance agreements for concerts.	Risk Management
Approved copier purchase from Dex Imaging and lease agreement with Power County.	D6
Approved Resolution No. 2025-49 Awarding Firearm to Retired Sheriff Deputy.	Clerk
Approved proceedings publication, engineering proposal, BOE letters, and claims agenda.	Clerk
Approved rezone application for Manska.	Planning/Ordinance
Approved zoning ordinance text amendment to section 394.6(D).	Planning/Ordinance