



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Thursday, July 31, 2025
Commissioners present:	Ernie Moser, Jeff Hough, and
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	Ken Bullock
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, Jon Radford, Matthew Phillips

Agenda Details

AGENDA	
	Regular Business and Claims Meeting (action items)
	BOARD OF COUNTY COMMISSIONERS
	Agenda:
1	<ul style="list-style-type: none"> City of Lava Hot Springs requesting to discuss their position on the Area of City Impact limits and agreement (requested 30 minutes) (action item)
2	<ul style="list-style-type: none"> Fred Goodworth, WIPFLI, FY2024 exit conference (requested 10 minutes) (potential action item)
3	<ul style="list-style-type: none"> Alex Hamilton, Sheriff, requesting to review Flock Safety License Plate Recording (LPR) Packages (requested 10 minutes) (action item)
4	<ul style="list-style-type: none"> Ashley Bringham, D6 Treatment, seeking approval of and signature on an Independent Contractor Agreement (requested 5 minutes) (action item)
5	<ul style="list-style-type: none"> Wes Jones, Office of Emergency Management, requesting approval of and signature on Rental and Lease Agreement with SICOG (requested 10 minutes) (action item)
6	<ul style="list-style-type: none"> Kiel Burmester, Public Works, regarding (1) providing a monthly Public Works update, and (AMENDED to include) (2) fuel pump discussion (requested 10 minutes) (action item)
7	<ul style="list-style-type: none"> Kristi Klauser, Auditing, requesting (1) approval of state unemployment with potential executive session under Idaho Code §74-206 (1)(d) to report on records exempt from disclosure with potential action following adjournment of Executive Session, and (2) presenting actual revenue and budget to actual expenditures through 6/30/25 per Idaho Code §31-1611 (requested 10 minutes) (action items)
8	BOARD OF AMBULANCE DISTRICT
	<ul style="list-style-type: none"> Signature on FY25 EMSAVE Subgrant Number HC6141
9	BOARD OF COUNTY COMMISSIONERS
	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

10	Clerk's Recommendation for FY26 with possible Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following Executive Session (action item)
11	Clerk's Recommendation for FY26 with possible Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following Executive Session (action item)

Meeting Notes

- 1 9:11 AM Hough called the meeting to order. Lava Hot Springs Mayor Vicky Lyon, Planning Director Hal Jensen, Assistant Planning Director Tristan Bourquin, Contract Planner Rodney Birch, and Planning Chair Mark Lowe were present. Lyon reviewed Lava Hot Springs has expanded the sewer line and is planning for controlled growth with the desire to work cooperatively with the County. Short term rentals are an issue. The supreme court threw out the ordinance, but there is a moratorium in place regarding short term rentals. Birch discussed the significant reduction in the ACI area, and requested a unique ordinance for the Lava ACI, and that for applications in the ACI there be a joint planning commission with two members from Lava.
9:20 AM Jensen relayed the joint planning commission request would need to be reviewed by legal. Moser explained the members could go to the public hearing. Jensen explained this council is well balanced from all areas of the County. The joint commission would give more influence on those issues.
9:22 AM Jensen made no recommendation on the request for separate ordinance for the ACI area. The area's industry went from ag to recreation, which affects patron numbers and schools.
9:26 AM Discussion ensued on the transitory phase, population reduction, growth outside city limits, and moving water where the growth is.
- 2 9:34 AM Emily Rauch also appeared. Goodworth reviewed the firm completed a compliance exam and comprehensive annual report for the audit. There were no significant deficiencies or material weaknesses. There were no difficulties encountered during the audit. The cash reconciliations could turn into a material weakness if not caught up, but overall the audit findings contain good news.
- 3 9:44 AM Hamilton explained the technology for license plates readers and they are solar powered. The cost includes database information collected from the readers. The request is for four cameras, and for Lava to purchase two. The advantage to purchase now will save \$4,600 and installation fees are waived right now. Additionally, the cameras can do live views and will be \$1,000 for two years. Funding was reviewed. The Board directed to move forward.
- 4 9:58 AM Trial Court Administrator Jason Dye also appeared and reviewed the contractor agreement. Moser moved to approve the D6 contractor. The motion passed.
- 5 8:59 AM Jones reviewed an updated lease agreement with SICOG that will be paid for with Homeland Security funds. Jones explained the history of his position going to full time by request of the state. Moser indicated concerns with the lease and location, and questioned what funds are being diverted from. Jones indicated that the funds are not specifically allocated. Once needs are identified, funds are used. The matter will be moved to next week.
- 6 10:01 AM Burmester gave updates on public works. Moser explained that the Board is moving the Weed Department under the Commission for direct communication.
10:16 AM Burmester explained issues with the fuel system and quotes to replace and update the system. Klauser proposed using current funds that would roll forward. Hough moved to approve upgrading the fuel system for up to \$30,000 out of capital and Road and Bridge. The motion passed.
- 7 10:20 AM Klauser reviewed the unemployment billing. The credit has been used up and the bill is for \$6,656.94. Moser moved to approve the unemployment report. The motion passed.
10:21 AM Klauser reviewed budget to actual revenues and expenditures.

- 8 10:27 AM Klauser explained the Idaho Military Division is now over the grant, so the agreement is just changing the oversight of the contract. Moser moved to approve the subgrant. The motion passed.
- 9 10:27 AM Hough moved to approve the consent agenda. The motion passed.
- 10 Cancelled.
- 11 Cancelled.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved D6 Independent Contractor agreement.	Courts
Approved fuel system upgrade.	Public Works
Reschedule lease with SICOG.	OEM/Commission
Approved unemployment billing.	Auditing
Approved subgrant agreement with Idaho Military Division for EMSAVE grant.	Grant Team/Ambulance
Approved consent agenda.	Clerk