



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, August 5, 2025

9:00 AM Business Meeting (action items)

- Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)
- Wes Jones, Office of Emergency Management, requesting approval of and signature on Rental and Lease Agreement with SICO (requested 10 minutes) (action item)
- Shanda Crystal, Procurement, request to discuss potentially utilizing Road and Bridge staff for abatement, demolition, and back fill of the old Event Center office (requested 10 minutes) (action item)
- Kristi Klauser, Auditing, requesting to discuss (1) an invoice for pickleball equipment to be paid from ARPA funds allocated to the Exhibit Hall, and (2) Fiscal Year 2025 audit with possible Executive Session under Idaho Code §74-206(1)(e) to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations with potential action following adjournment of Executive Session (requested 10 minutes) (action item)

RESOLUTIONS AND ORDINANCES (action items):

Resolution 2025-50 Approving July 2025 Salaries

Resolution 2025-51 Approving July 2025 Alcohol Licenses

LETTERS AND NOTICES (action items):

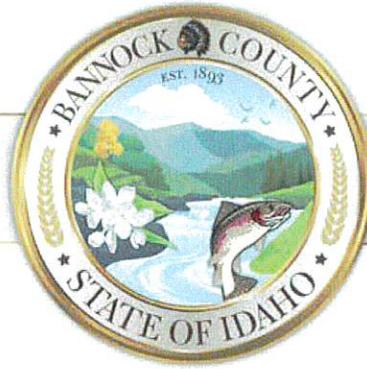
Public Hearing Notices

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
- Technology Forms
- Minutes: Approval of Meeting Minutes for July 24, 28, 29, and 31, 2025, and Certification of Said Minutes

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



ERNIE MOSER JEFF HOUGH JOHN CROWDER
Commissioner Commissioner Commissioner
1st District 2nd District 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 by NOON on the Thursday prior to the scheduled meeting.

Name/Department:

Office of Emergency Management

Item to be considered/background:

Rental Contract for 214 E Center St, Pocatello

How much time will be needed? Meeting date requested:

10 min

8/5/25
7/29/20

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:

Wes Jones

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

Commissioner Office Only:

Date: 7/31/25 Time: _____

RENTAL & LEASE AGREEMENT

THIS RENTAL AGREEMENT made and entered on _____, by and between Southeast Idaho Council of Governments Inc., hereinafter for convenience referred to as "Landlord" and Bannock County, a political subdivision of the State of Idaho, hereinafter for convenience referred to as "Tenant".

WITNESSETH

Landlord, for and in consideration of the rents, covenants and agreements hereinafter reserved mentioned and contained on the part of the Tenant, its successors and assigns, to be paid, kept, observed and performed, as demised and rented and by these presents does demise and rent unto Tenant, and Tenant does hereby hire and take unto and subject to the terms, covenants, agreements, provisions, conditions and limitations hereinafter for convenience referred to as the "Demised Premises" to wit: (approximately) 841 square feet located at 214 East Center, Suite 20, Pocatello, Bannock County, Idaho.

Landlord agrees to provide to Tenant the non-exclusive right to use the Southeast Idaho Council of Governments, Inc. designated parking spaces in the paved parking area to the North of the building (between Center and Clark Streets).

To have and to hold the Demised Premises commencing on the _____ and to end on the _____.

It is mutually covenanted and agreed by and between Landlord and Tenant that this Rental Agreement is made upon and subject to each and every of the foregoing and following terms, covenants, agreements, provisions, conditions and limitations, all of which Tenant covenants and agrees to accept, keep, observe and perform.

1. **Use:** The Premises hereby demised shall be used by Tenant for office purposes only.
2. **Rent:** Tenant agrees to pay to the Landlord as rental for the Demised Premises the total sum of **\$900.00 monthly** (including internet / Wi-Fi and utilities) due and payable the first day of each month beginning _____. Access to and use of the building conference room is available to Tenant as part of stated rent for business purposes only. Kitchen/break room is available to Tenant employees only.

All rentals shall be payable to the Landlord in lawful money of the United States of America at the address set forth in the paragraph stating addresses for notices, but said address may be changed in the same manner as the giving of notices.

3. **Service:** Temporary failure of the heat, electricity, air circulation, or air conditioning shall not be deemed as an eviction of the Tenant or relieve the Tenant of any rental obligation; and the Landlord shall not be liable for any short interruptions of water, heat, electrical current, gas or air incident to the making of repairs, alterations or improvements or for any failure thereof due to conditions or events not under Landlord's control, nor due to accident or strike.
4. **Liens:** Tenant agrees to keep the Demised Premises free from all liens arising out of any work performed, materials furnished or obligation incurred or other acts of or by Tenant

RENTAL & LEASE AGREEMENT

5. **Assignment:** The Tenant may not assign this lease or sublet the premises in whole or in part unless it first obtains the written consent of the Landlord to do so, which consent Landlord will not unreasonably withhold.
6. **Maintenance of Demised Premises:** Tenant agrees that tenant will at all times keep the Demised Premises neat, clean and in a sanitary condition and except for reasonable wear and tear, damage by fire or other unavoidable casualty, will at all times preserve said Demised Premises in as good repair as they are now or may hereafter be put into. Landlord agrees to maintain the existing heating, electrical (excluding inside lights), air circulation, air conditioning and plumbing systems and the outside of the building to include the windows, roofing and parking lot, including lighting, and to provide for the removal of ice and snow from the said premises.

Animals / pets, with the exception of certified service animals, are expressly prohibited from entering the Demised Premises leased by Tenant, including conference room and waiting areas.

Tenant will not make any alterations, additions, or improvements in or to the Demised Premises, nor disturb or modify any painting, plumbing, wiring, appliances, or equipment therein without first obtaining the Landlord's written consent. However, Tenant may make temporary installations or adjustments necessary for their use, provided these items are not affixed as permanent fixtures and are not the property of the Landlord. Tenant agrees that all other alterations, additions, and improvements shall immediately become the property of the Landlord without any obligation to provide compensation.

Tenant agrees that any and all damage resulting to the Demised Premises from the actions, inactions, or negligence from the tenant, or its customers and clients, will be cured at the Tenant's sole and separate expense. If necessitating professional qualifications, service, repair or replacement, all receipts for work completed will be provided to Landlord/Tenant to substantiate such remedial actions.

7. **Inspection:** The Landlord shall have the right to inspect said Demised Premises at all reasonable times and have the right to enter the same whenever it is reasonably necessary for the exercise of any right or privilege of the Landlord under this agreement, upon giving Tenant reasonable notice of intentions to do so.
8. **Signs:** The Tenant will not inscribe any inscription or post, place or in any way display any sign, notice, picture, placard or poster or any adverting matter whatsoever in or about the Demised Premises or the building in which Demised Premises is located without first obtaining the Landlord's written consent. Landlord will print name of Tenant on north and south entry doors, and upon the entryway to the Tenants leased Suite. Any placement of signs, notice, pictures, placard, or posters is strictly limited to the inside of the Tenants leased Suite.
9. **Unlawful Use:** Tenant agrees that Tenant will not disturb other occupants of the building within which the Demised Premises is located by making any undue or unseemingly noise, smell or otherwise, including loitering, and will not do or permit to be done in or about the Demised Premises anything or any act which is / will be illegal or unlawful or which will be dangerous to life or limb. Tenant understands that there is no smoking on the property, parking lot or Demised Premises, and agrees to enforce this policy with customers, clients and staff of the respective agency.

RENTAL & LEASE AGREEMENT

10. **Casualty:** In the event the Demised Premises shall be destroyed or rendered untenable by fire or other unavoidable casualty, the Landlord may at its option restore said Demised Premises to its previous condition and in the meantime the monthly rental shall be wholly abated until said premises be so restored; provided, however, that the Landlord, within ten (10) days after the happening of any such casualty, may secure satisfactory temporary quarters for use by the Tenant during the period of time required for repair of the premises. If satisfactory temporary quarters cannot be provided, this agreement shall thereupon terminate and end.

11. **Insurance & Tort Claims:** Tenant warrants that it has obtained and will maintain at its expense comprehensive general liability insurance coverage for its principals and employees. The comprehensive general liability insurance shall have, at a minimum, a coverage limit of at least Three Hundred Thousand Dollars (\$300,000) per claim.

The Landlord, at its expense, shall keep all improvements on the rented premises insured against fire and other risks covered by a standard fire insurance policy with an endorsement for extended coverage.

Nothing in this agreement shall limit Landlord's available remedies through the Idaho Tort Claims Act.

12. **Forfeiture:** Time is of the essence hereof and if the Tenant shall violate or breach or fail to keep or perform any covenant, agreement, term or condition of this agreement, then in such case the Landlord may at its option give thirty (30) days written notice of such breach or violation and if not corrected within the said thirty (30) day period, the Landlord may re-enter the Demised Premises. Notwithstanding any such forfeiture and re-entry, the liability of the Tenant for the full rental provided for herein shall not be extinguished. The Tenant shall pay to the Landlord all costs and expenses, including a reasonable attorney's fees, incurred by the Landlord in enforcing any of the terms of this agreement. In the event of default by either party, the defaulting party agrees to pay all costs and expenses including any attorney's fees incurred in the enforcing of the terms of this agreement.

13. **Non-Waiver:** Neither the acceptance of rental nor any act or omission of the Landlord at any time or times after the happening of any event authorizing the cancellation or forfeiture of this agreement shall operate as a waiver of any past or future violation, breach or failure to keep or perform any covenant, agreement, term or condition hereof, or to deprive the Landlord of its right to cancel or forfeit this agreement upon thirty (30) days written notice at any time that cause for cancellation or forfeiture may exist or be construed so as to at any future time stop the Landlord from promptly exercising any other option, right or remedy that it may have under any term or provision of this agreement.

14. **Default by Landlord:** In the event the Landlord fails to comply with any of the conditions or covenants on Landlord's part to be performed in accordance with the terms of this agreement, after thirty (30) days' notice by Tenant to do so, Tenant may, but shall not be obligated, to perform such covenants and conditions for and on behalf of Landlord

RENTAL & LEASE AGREEMENT

and may deduct the cost thereof from the monthly installments of rent next falling due, provided all receipts are submitted and cost of work performed is deemed reasonable and prudent.

15. **Rules:** It is agreed that the rules and regulations of Landlord in regards to the building of which the rented premises forms a part, shown on this Rental Agreement, as well as such other reasonable rules and regulations as may be hereafter adopted by the Landlord for said building, after written notice to Tenant, are expressly made a part of this agreement and agreed to by Tenant.
16. **Notices:** All notices provided in this lease shall be given by electronic (time stamped,) or by first class or certified mail to the following addresses unless otherwise advised in writing:
 - a) Notice to Landlord shall be addressed:
Layne Bourgeois, Executive Director
Southeast Idaho Council of Governments, Inc.
PO Box 6079
Pocatello, ID 83205-6079
-or-
layne.bourgeois@sicog.org
 - b) Notice to Tenant shall be addressed:
(Name, title,
organization
organization address
of official who will be receiving notices)
-or-
(Email address of official)
 - c) Either party may change such place of notice at any time by giving written notice thereof to the other party in the manner provided above.
17. **Successors:** All the covenants, agreements, terms and conditions contained in this agreement shall apply to and be binding upon the Landlord and Tenant and their respective successors and assigns.
18. **Holding Over:** Any holding over after expiration hereof, with the consent of the Landlord, shall be construed as a month-month tenancy in accordance with the terms hereof, as applicable.
19. **Non-Appropriations:** The parties hereto recognize that Bannock County is a political subdivision of the State of Idaho and may not enter any agreement indebteding the County past the current budget year. Therefore, this agreement is terminable by Tenant with 30 days written notice to Landlord that funds have not been appropriated sufficient to continue the Tenant's obligations under this agreement. At such time, the Tenant shall vacate the premises within said 30 days and all obligations under this contract will terminate upon vacation.

RENTAL & LEASE AGREEMENT

IN WITNESS WHEREOF, The Landlord and the Tenant have executed these presents the day and year first above written.

LANDLORD:

TENANT:

Signature: _____

Signature: _____

Layne Bourgeois,
Executive Director
Southeast Idaho Council of Governments,
Inc.

Jeff Hough
Commissioner, Chairman
Bannock County, Idaho

Proposal for Bannock County Emergency Management Relocation to SICOG

Submitted to: Bannock County Emergency Management

Submitted by: Southeast Idaho Council of Governments (SICOG)

Date: 3/13/2025

Proposal Amount: \$900 per month

Proposal Overview

SICOG proposes housing Bannock County Emergency Management at its facility for a monthly lease of \$900. This move will facilitate enhanced collaboration, resource sharing, and improved emergency management capabilities for Bannock County and the surrounding region. The facility is well-equipped to support Emergency Management operations and will serve as a strategic hub for all phases of emergency response, including mitigation, planning, preparedness, response, and recovery.

Benefits of Relocation to SICOG

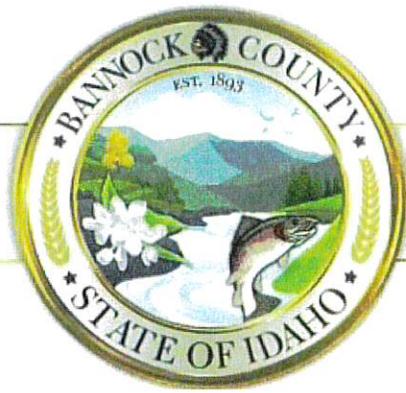
1. **Enhanced Regional Collaboration** – A central location at SICOG allows for closer coordination, for all phases of emergency management, between Bannock County, regional emergency management agencies, and community partners, strengthening overall emergency management capacity building.
2. **Cost Savings** – By consolidating operations at SICOG, Bannock County can reduce costs associated with maintaining a separate facility while maximizing available resources with all contiguous counties..
3. **Improved Emergency Response** – The SICOG facility is well-positioned to serve as a Regional Hub, facilitating real-time coordination for mitigation, planning, preparedness, response, and recovery of disasters, enhancing the ability to protect people, facilitate and the environment, through a more effective incident management program.

Financial Proposal

- **Monthly Lease Rate:** \$900
- **Utilities and Maintenance:** Included in lease agreement

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:208-236-7210), three to five working days before the meeting.*

E-mail this completed form and any supporting documents to agendarequest@bannockcounty.us by NOON on the Thursday prior to the scheduled meeting.

Name/Department:

Shanda Crystal/Chief Procurement Officer

Item to be considered/background:

Request to discuss potentially utilizing Road & Bridge staff for abatement, demolish, and back fill of the old Event Center office.

How much time will be needed? Meeting date requested:

10 minutes

8/5/25

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:

Daniel Kendall and Kiel Burmester

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

Commissioner Office Only:

Date: 8/5/25 Time: _____

Proposal

Idaho Abatement & Insulation LLC

P.O. Box 3918
 Idaho Falls Id 83403
 Phone 208-529-6837

Date: 8-Jul-25

Notes: This estimate is good for 7 days from the date shown above. Prices quoted are for quantities shown.

To **Jason Kent**

 Headwaters

jkent@headwaterscc.com

IAI Project No _____
 Date Required: ASAP
 Quote Sent by: Brad Pratt
 Start Date: TBA
 Project: Bannock County FG 10588

We hereby submit our bid for:

Asbestos abatement of the following materials and area's.

- A: Sample ID 5 & 6, stairway Vinyl Layer 1 and 2
- B: Sample ID 20 Kitchen Floor Vinyl
- C: Sample ID 26 Office 1 drywall surfacing
- D: Lead samples, this is a demo, will TCLP (composite sample)

- 1 A negative pressure type containment will be used during abatement of the sheet, flooring and dry wall in office 1.
- 2 PPE will consist of Tyvek suits, head and foot covers, rubber gloves, and a half face respirator.
- 3 All asbestos waste will be transported to an EPA approved landfill .
- 4 All labor, materials and equipment to support abatement of the above line items.

A:	Asbestos abatement lump sum	\$	39,707.00
B:	Lead TCLP sample prior to demo	\$	6,135.00

Notes

- F All asbestos waste will be transported to an EPA / DEQ approved landfill
- G Power and water to be available on site
- H A third party IH for air clearance is not included in our proposal, not required for demo.
- I OSHA personal monitoring will be provided by IAI.
- J Project Schedule TBD

For the Sum of : *Per Above*
 With payment made as follows:

Estimate Authorized by	Date:	7/8/2025
Bradley M Pratt		
General Manager / Co Owner	Signature:	

Acceptance of Proposal

Signature _____ Date _____

SUNCORE



CONSTRUCTION DIVISION

901 Pier View Dr., Suite 201, IDAHO FALLS, IDAHO 83402 (208) 458-4000
PWC-C-17452-U-1-4

CONTRACT PROPOSAL

Customer: Headwaters Construction Address: 900 Jet Stream Drive Rexburg, ID 83440	Contact: Jack Packer Phone: Email:
Project: Credit for Building Demo Project Location: Bannock County Event Center Office	Addendum: Date:

SUNCORE CORPORATION MAY WITHDRAW THIS PROPOSAL IF WRITTEN ACCEPTANCE IS NOT RECEIVED FROM THE BUYER WITHIN 15 DAYS OF THE PROPOSAL DATE

Bid Item Code	Description	Quan	Unit	Unit Price	Ext Price
50	BUILDING DEMO	-2,350.000	EA	\$ 16.00	(\$37,600.00)
Grand Total:					(\$37,600.00)

NOTES :

Credit for County doing demno of buildings

The following terms and conditions are entered into between DePatco, Inc. ("DePatco") and the customer/owner ("Owner") referred to in the Estimate and/or Agreement and are expressly understood and agreed upon.

STANDARD OF THE WORK:

All work will be performed in accordance with the most current written plans, drawings and specifications provided to DePatco by the Owner, or the Owner's agent, which become part of this agreement. The Estimate/Agreement is specifically limited to performance of work identified in the submitted Proposal from DePatco. The executed contract is binding upon heirs, assignors, or successors in interest. As to specifications and procedures not stated in writing, the work will be performed in a good and workmanlike manner according to the standard practices of the industry. Any alteration or deviation from the above specifications involving extra costs will be charged over and above the previously agreed price as either an executed change order, or on a time and material basis on the latest rate sheet.

Depatco warranties our work one year from final installation of specific items listed in the proposal whether or not substantial completion has been documented. No other warranties or agreements, expressed or implied will be binding unless in written form and signed by both parties.

PRICING OF THE WORK:

Price is all inclusive unless stated otherwise. Unless an earlier limit is expressly stated, the prices herein stated shall be good for not more than thirty (30) days. Where unit prices are quoted, the total price shall be determined by multiplying the unit prices set forth herein by the quantities actually used. Unit volume will be determined according to DePatco's standard practices. Any quantity deviations of 15% or more may be subject to a price adjustment. No items are included unless specifically mentioned in the bid pricing. If the work is terminated for any reason, DePatco shall be entitled to payment for all work done on its standard unit price. DePatco shall have no obligation to pay for any permits, testing, surveying, traffic control, fees or inspections required, unless specified in writing in the Proposal.

TIMING OF THE WORK:

Unless specified in writing on the front of this agreement, DePatco makes no promise of the specified time for the work to be commenced or completed but agrees to perform the work with due diligence in connection with its other work., No work will be scheduled by DePatco until the Estimate/Agreement has been signed and accepted by the

Owner and by DePatco. Work will be scheduled in a timely manner to take advantage of DePatco's existing schedule with other jobs and projects in the same area. DePatco will not be liable for liquidated damages, DePatco shall be given full access to the Project site to perform any work required under the Proposal.

SITE CONDITIONS:

The pricing set forth in this agreement, unless expressly stated otherwise in the bid, is based on the mutual assumption that there shall be no need to excavate lava rock or other major rock deposits by blasting or other methods not normally used in the excavation of dirt or alluvial materials and that there will be no underground water which will require special equipment, de-watering or other efforts, including soft spots and/or winter conditions. No overexcavation, exploratory excavation, or removal of any hazardous or unsuitable materials is included unless specifically mentioned in proposal. If such conditions are present, owner agrees to pay DePatco additional fair compensation for the extra work necessary to overcome unexpected conditions by change order or on a time and material basis.

DePatco assumes that all preliminary geotechnical investigations have been performed by the owner, and that the work to be performed on the project has been implemented into project plans and specifications. Geotechnical reports are for information only, and it is the responsibility of the owner and engineers to reflect any of the suggestions into bidding documents. DePatco takes no liability for any existing, unknown, unforeseen, or hidden conditions of the site.

It is the responsibility of the owner to obtain any SWPPP permits and/or plans that are required. Unless specifically mentioned, no SWPPP provisions are included in DePatco's scope of work.

INSURANCES AND DAMAGES TO WORK IN PROGRESS:

DePatco shall maintain worker's compensation insurance and liability insurance to cover its liability only. DePatco will not insure the owner. Should the work in progress be damaged by any accident or natural disaster such as wind, flood or earthquake, Owner shall have the option to terminate the project and pay for the work done to date of destruction as provided herein or to pay DePatco the extra cost of repairing or replacing the damaged work in progress.

PAYMENT TERMS:

Unless otherwise specified, Owner shall pay contract price on the completion of the project or if the project takes more than one month, then upon invoice for work completed during the prior billing period.

No retention will be held unless "Owner" is having retention held from their contract by their Owner. Retention may not exceed 5%, or the percentage held by their owner, whichever is less..

FINANCE CHARGES AND COLLECTION COSTS:

Any invoice billed by DePatco not paid on time shall be subject to an eighteen percent (18%) per annum finance charge. Failure to pay on time may result in DePatco filing a lien on the subject property at its discretion. The cost of filing and releasing the lien will be borne by owner. Any and all other collection costs, including attorneys fees, incurred in DePatco's effort to collect the balance due together with interest at eighteen percent (18%) per annum will be solely borne by owner.

ADDITIONAL TERMS AND CONDITIONS AND STATUTORY NOTICE:

DePatco will not be held responsible for any loss caused by delays in manufacturing or subsequent delays from its shippers, subcontractors, or suppliers.

Commencement of work is subject to approved credit of owner. By law, owner may require proof of our completed operations and worker's compensation insurance and the name, address and phone number of any subcontractors or material providers (aka subs). Owner may get extended coverage title insurance to protect against liens. By giving DePatco written notice and advance payment before the contract is finalized, owner may require that DePatco provide a surety bond, at the Owner's cost, in an amount up to the value of the project and/or that DePatco obtain lien waivers from any subs. By signing this contract, owner acknowledges receipt of this notice.

ADDITIONAL TERMS AND CONDITIONS OF AGREEMENT

1. Purchaser represents to be the record owner or authorized agent of the record owner of the real property that shall be improved pursuant to this Agreement (the "Property") with authority to enter into contractual agreements and to grant SUNCORE authority to perform the work identified herein. The Purchaser agrees that all materials in this Agreement will be used in the construction, alteration, or improvement of the Property. Purchaser shall not use this document to acquire financing.
2. This Contract Proposal/Agreement shall only be modified by written change order signed by SUNCORE and Purchaser. Oral requests for change shall not be binding on SUNCORE unless reduced to writing by change order.
3. Purchaser shall assume full responsibility for the accuracy of all lines, levels, quantities, locations and measurements and their relation to the work to be performed by SUNCORE. No representation or warranty, express or implied, is made as to the quantities, sizes, grades, specifications, or other matters relating to the needs of the project. In all cases where dimensions are governed by conditions, already established or otherwise, the responsibility for coordination of such conditions as it relates to SUNCORE's work shall rest entirely on the Purchaser. It is the Purchaser's sole responsibility to compare the items on this Contract Proposal/Agreement with plans and specifications for accuracy and completeness. Any variations or modifications from specified lines, grades or dimensions required shall be the responsibility of the Purchaser and subject to a change order should additional work be required of SUNCORE.
4. In the event the record owner of the Property sells, mortgages, or otherwise transfers or encumbers the Property, the total amount herein provided shall become immediately due and payable as to any and all amounts then unpaid.
5. Purchaser agrees that all alleged defects in work, material or labor shall be made in writing to SUNCORE within ten (10) calendar days of the date of the billing invoice for the work performed. If said writing has not been made within the time period specified herein, Purchaser waives any right to claim defects and/or offsets for these alleged defects. In the event of defective work, SUNCORE's sole and exclusive liability shall be to repair or replace defective work at its discretion. In no event shall SUNCORE be liable for special, incidental, or consequential damages, including, but not limited to, loss of good will, loss of profits, or loss of use.
6. In the event that material costs on which this Contract Proposal/Agreement is based rise in excess of fifteen percent (15%) during the course of work, Purchaser agrees that these increased costs, in their entirety, shall be billed to Purchaser as an automatic adjustment to the Contract Proposal/Agreement.
7. To the extent that the contracted price is based on a specified unit or square foot price, Purchaser agrees that the number of units or square feet indicated is an approximation, and that SUNCORE shall be paid in full for the actual units or square feet completed as determined by field measurement by SUNCORE.
8. SUNCORE shall not be liable for failure of performance or failure of delay in delivery by reason of any event beyond the control of SUNCORE, including, but not limited to, strikes; labor disputes; fire; flood; weather; embargo; war or other hostilities; government authority or regulation; acts of God; shortage of material or fuel; as a result of actions of Purchaser, record owner, or any other person; or as a result of the extension of time granted by Purchaser. Upon the occurrence of such delay, SUNCORE shall receive an equitable extension of time for completion of the Agreement. SUNCORE shall not be entitled to any damages or compensation as a result of said delay except to the extent that said delay was caused by the Purchaser, record owner, or persons employed by the Purchaser or record owner.
9. SUNCORE assumes no risk of non-disclosed or unforeseen conditions of the Property, including, but not limited to, hazardous substances (as defined by applicable law). In the event that hazardous substances are present on the Property (other than hazardous substances introduced by SUNCORE), Purchaser agrees to indemnify SUNCORE and its officers, directors, employees, agents, representatives, and subcontractors from and against any and all losses, claims, damages, fines, penalties, liabilities, injuries, costs and expenses (including all attorney fees and costs incurred in any civil, criminal, or administrative proceeding) arising from such hazardous substances, including, but not limited to, the presence or use, generation, storage, treatment, containment, release, threatened release, disposal of, exposure, or threatened exposure.

10. Unless otherwise noted, all federal, state, and other taxes of any nature related to this Agreement shall be borne by Purchaser.
11. SUNCORE warrants that all materials covered by this Agreement shall conform to industry standards. No implied warranties of fitness or merchantability are given and are expressly disclaimed by SUNCORE.
12. The parties agree that the prevailing party in any lawsuit arising from or as a result of this Agreement, whether the action is based on the Agreement's terms and provisions or on any other theory of liability, shall be entitled to an award of attorney fees and costs incurred in said action.
13. This Contract Proposal/Agreement is the total agreement and supersedes all negotiations, representations, prior discussions, and preliminary agreements between the Parties hereto, whether oral or written. This Agreement shall be construed and interpreted as if drafted equally by all Parties hereto.
14. This Agreement shall be governed by the laws of the Local State where the project resides, without regard to its choice of law provisions.
15. SUNCORE Public Work License Is PWC-C-17452-U-1-4
16. PAYMENTS IS TO BE MADE AS FOLLOWS: All accounts due 15th of month following date of billing. In the event payment is not made by the due date, I or we agree to pay if collection is made by suit or otherwise a reasonable attorney's fee, plus a FINANCE CHARGE OF 1½% per month (ANNUAL PERCENTAGE RATE 18%), and hereby waive all rights to claim exemption under state laws. Signature by owner or agent constitutes acceptance of the above.
17. This proposal is based on plans dated _____ by _____

<p>ACCEPTED: The above prices and specifications are satisfactory and hereby accepted. Buyer: _____ Signature: _____ Date of Acceptance: _____</p>	<p>CONFIRMED: SUNCORE Authorized Signature: _____ Estimator: _____ Estimate #: 24E1359-BLD</p>
---	--

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 Klauser

Department:

Auditing

Requestor Email:

kristik@bannockcounty.us

Item(s) to be considered:

Discuss invoice for pickleball equipment requested to be paid from ARPA funds allocated to exhibit hall construction.

Date of meeting being requested:

08/05/2025

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:

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 Klauser

Department:

Auditing

Requestor Email:

kristik@bannockcounty.us

Item(s) to be considered:

Discuss FY25 audit. This may require executive session under IC 74-206 (e)

Date of meeting being requested:

08/05/2025

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:

Jason Dixon

In the Matter of APPROVING)
JULY 2025 SALARIES)

R.S. No. 2025-50
August 5, 2025

RESOLUTION

WHEREAS, salary approval forms, for the month of July 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
07/01/2025	Melissa Iasonides – Returning temp Event Center – Security Level 2 – Temp	\$25.00/hr 06/09/2025
07/03/2025	Valerie Duran – Temp Event Center – Security Level 1 – Temp	\$15.00/hr 07/08/2025
07/22/2025	Brooklyn Ames – Replacing Alynn Kingery District Court Marshal/Security – CWD Officer	\$18.47/hr 08/09/2025
07/22/2025	Keegan Clark – Completed intro and POST Jail – Deputy Detention Division	\$23.52/hr 08/26/2025
07/22/2025	Bailey Denley – Replacing Darren Jenks Jail -Classification/Booking Deputy	\$18.47/hr 07/28/2025
07/29/2025	Vandever Wilson – Temp Event Center – Security Level 1 Temp	\$15.00/hr 08/01/2025
07/29/2025	David Pedraza – Temp Event Center – Security Level 1 Temp	\$15.00/hr 08/01/2025
07/29/2025	Unique Jim – Temp Event Center – Security Level 1 Temp	\$15.00/hr 08/01/2025
07/29/2025	Reana Yazzie – Temp Event Center – Security Level 1 Temp	\$15.00/hr 08/01/2025
07/29/2025	Eli Dixon – Temp Event Center – Security Level 1 Temp	\$15.00/hr 08/01/2025

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST: _____
Jason C. Dixon, Clerk

In the Matter of APPROVING)
JULY 2025 ALCOHOL LICENSES)

R.S. No. 2025-51
August 5, 2025

RESOLUTION

WHEREAS, in the month of July 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
07/01/2025	ACP2025-009	\$20.00	SAND TRAP GRILL	WEDDING
07/01/2025	ACP2025-008	\$20.00	SAND TRAP GRILL	FUNERAL
07/01/2025	ACP2025-007	\$20.00	SAND TRAP GRILL	NELSON WEDDING
07/01/2025	ACP2025-010	\$40.00	JIM DANDY	MUSIC FESTIVAL
07/08/2025	ABW2025-009	\$20.00	JEFFREY PATTERSON	FAMILY REUNION

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST: _____
Jason C. Dixon, Clerk

PUBLIC HEARING NOTICE – PROPOSED NEW AND INCREASED FEES

NOTICE IS HEREBY GIVEN THAT THE BANNOCK COUNTY BOARD OF COMMISSIONERS will conduct a public hearing on Tuesday, August 26, 2025, at 11:15 a.m. in the Bannock County Courthouse, Room 212, Pocatello, Idaho.

TOPIC OF THE MEETING IS to discuss proposed new and increased fees for FY26. These fees are being proposed as a way to cover the costs departments are incurring when providing services. By charging the individuals utilizing the services as opposed to increasing tax revenues, it allows costs to be recovered by those receiving the service and may also supplement tax revenues in whole or in part for some departments.

GIS		
FEE ITEM	CURRENT FEE	PROPOSED FEE
<i>Data Requests</i>		
Basic Parcel Shapefile (Parcel shape and ID only)	Free	No change
Parcels Shapefile – Full County (all approved data)	\$300/request	No change
Parcels Shapefile – Half County	\$200/request	Replace with custom
Parcels Shapefile – Less than half	\$100/request	Replace with custom
Parcels Shapefile – Custom area (all approved data)		\$200/request
Boundaries, Surveys, Plats, etc. (shapefiles)	\$100/request/dataset	Replace with Other dataset
Addresses, Buildings, Streets, etc. (shapefiles)	\$100/request/dataset	Replace with Other dataset
Other dataset requests		\$100 per dataset per request
Advanced Online Map Subscription	\$1,200/year	Remove
<i>Print and/or Custom Map Requests</i>		
Existing Map – 8 ½ x 11	\$2	\$2/page for 5+ pages No charge under 5 pages
Existing Map – 11 x 17	\$4	\$3/page for 3+ pages No charge under 3 pages
Existing Map – 24 x 36	\$10	\$15 + \$5 per additional page
Existing Map – 36 x 48	\$15	\$15 + \$5 per additional page
Custom Map – 8 ½ x 11	\$15	\$30/hour (1 hour min.) +\$2 per page
Custom Map – 11 x 17	\$17	\$30/hour (1 hour min.) +\$4 per page
Custom Map – 24 x 36	\$20	\$30/hour (1 hour min.) +\$5 per page
Custom Map – 36 x 48	\$25	\$30/hour (1 hour min.) +\$5 per page
Custom Map – PDF only	\$15	\$30/hour (1 hr min.)
Data requests from government agencies, partner or approved non-profit	No Fee	No change

Juvenile Justice		
Probation Supervision	\$25/month	No change
Juvenile Court Diversion	\$100	Replace with new language
Prevention Stipulation	New language	\$100
Youth Court Diversion	\$60	Remove
Electronic Monitoring	\$6/day	No change
Shortstop Fee	\$15	Remove
Detention Fee	\$0-100	\$0-\$125/day
Road and Bridge		
Road Validation Petition	NEW	\$630
Fairgrounds		
Exhibit Hall Rental	NEW	\$50/hr or \$500/day
Exhibit Hall Kitchen add on	NEW	\$25/hr or \$250/day
Exhibit Hall Conference Room	NEW	\$25/hr or \$250/day
Vendor	NEW	\$90/month
Clerk		
Minimum charge to mail records (small envelope and postage)	NEW	\$1. Additional services such as certified or larger envelope will be billed at actual cost.

Oral and/or written comments concerning this issue will be taken at the public hearing. Written comments may be submitted to the Commissioners' office or emailed to commission@bannockcounty.gov prior to the meeting.

If any person requires special assistance or accommodation to participate in this hearing, please call (208) 236-7210 to make 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

Publish: August 9 and 16, 2025

BANNOCK COUNTY PUBLIC HEARING NOTICE

Notice is hereby given, that the Board of County Commissioners of Bannock County, Idaho, shall hold a public hearing, Tuesday, August 26, 2025, at the hour of 11:00 a.m. in room 212 (the commissioners' chambers), in the courthouse at Pocatello, Idaho, for the purpose of considering and fixing a final budget and making appropriations to each office, department, service, agency or institution for the next fiscal year, at which time any taxpayer may appear and be heard upon any part of said budget. The following schedule sets forth the amount to be appropriated for the next fiscal year, together with the amounts expended for salaries, and other expenses & benefits during each of the two previous fiscal years by the said department or agency.

Fund/Department	--- FY 2024 Expenditures ---		--- FY 2025 Expenditures ---		----- FY 2026 Proposed Expenditures -----			Estimated Other Revenues and Reserves	Amount to be Raised by Property Taxes	FY2026 Total Estimated Revenues
	Salaries	Other Exp.	Salaries	Other Exp.	Salaries	Other Exp.	Total			
CURRENT EXPENSE:										
Clerk	\$1,066,339	\$941,461	\$1,036,607	\$903,336	\$1,062,475	\$980,167	\$2,062,642			
Assessor	305,036	250,369	320,396	253,189	331,624	248,157	579,781			
Treasurer	338,859	258,359	335,744	270,065	361,332	267,619	628,951			
Commission	375,030	219,180	336,962	280,764	340,063	204,372	544,435			
Coroner	214,070	214,146	213,174	581,779	220,288	1,184,459	1,404,747			
Clerk of Court	744,535	438,466	710,591	439,407	714,778	443,194	1,157,972			
County Operations	304,335	2,758,589	326,519	2,671,388	344,573	8,534,175	8,878,748			
Buildings & Grounds	283,193	611,023	271,139	902,618	289,582	1,167,306	1,436,888			
Contingency	0	200,000	0	200,000	0	200,000	200,000			
Ag Extension	41,580	81,670	46,455	93,731	36,858	105,181	142,039			
Data Processing	439,382	709,179	350,384	780,001	368,543	747,643	1,116,186			
Juvenile Prog/Cty	547,670	244,594	543,177	257,570	562,714	342,444	905,158			
Juvenile Prog/JCA	169,458	93,069	169,169	95,527	215,729	106,177	321,906			
Juvenile Prog/Tob	228,532	124,007	230,859	127,878	235,376	131,750	367,126			
Human Resources	132,150	77,852	130,932	235,282	149,183	245,296	394,479			
Planning	440,266	363,936	445,488	415,384	497,229	383,294	880,523			
Health Insurance	0	0	0	0	0	700,000	700,000			
Adult Probation	566,561	326,238	587,172	310,123	596,949	337,695	934,644			
GIS	200,874	151,640	198,867	149,220	201,966	168,474	370,440			
Subtotal Current Expense	6,415,880	8,063,778	6,255,635	8,927,242	6,529,262	16,497,403	23,026,665	\$14,128,856	\$8,887,809	\$23,026,665
ROAD & BRIDGE:	1,779,800	5,804,660	1,882,546	7,525,377	1,955,286	6,653,672	10,608,958	8,368,023	2,240,935	10,608,958
JUSTICE:										
Sheriff	3,732,805	3,069,324	3,603,578	3,371,929	4,011,133	3,871,614	7,882,747			
Prosecutor	1,644,395	871,394	1,553,909	823,672	1,661,433	1,007,784	2,669,217			
Jail	3,943,737	5,967,535	3,983,061	6,435,967	4,138,638	6,895,362	11,034,000			
Subtotal Justice	9,320,937	9,908,253	9,340,548	10,631,566	9,811,204	11,774,760	21,585,964	8,529,400	13,056,564	21,585,964
AMBULANCE DISTRICT*	0	4,879,427	0	5,199,686	0	5,440,513	5,440,513	3,151,406	2,289,107	5,440,513
DISTRICT COURT:										
District Court	926,579	806,250	974,755	890,989	994,314	886,291	1,882,605			
Security/Court Marshalls	683,224	719,205	674,424	716,504	695,422	551,864	1,247,086			
Subtotal District Court	1,609,803	1,525,455	1,649,179	1,607,493	1,689,736	1,438,955	3,129,691	1,277,506	1,852,185	3,129,691
FAIR DISTRICT	0	11,000	0	11,000	0	11,000	11,000	2,747	8,253	11,000
FAIR MAINTENANCE	0	151,600	0	143,600	0	158,100	158,100	63,824	94,176	158,100
FAIR EXHIBIT:										
Fair Exhibit	84,243	87,110	84,324	75,267	87,342	84,405	171,747			
County Fair	6,500	148,236	6,500	188,236	6,500	195,882	202,382			
4-H	78,283	90,740	76,770	92,624	65,635	91,047	156,682			
Subtotal Fair Exhibit	169,026	326,086	167,594	356,127	159,477	371,334	530,811	113,500	417,311	530,811
HEALTH DISTRICT	0	1,122,407	0	1,117,275	0	1,116,271	1,116,271	63,460	1,052,811	1,116,271
HISTORICAL SOCIETY	0	101,818	0	105,000	0	81,000	81,000	13,794	67,206	81,000
INDIGENT:										
Administration	73,396	47,998	74,032	48,876	76,882	50,294	127,176			
Medical	0	298,400	0	294,400	0	119,400	119,400			
Public Defender	1,137,343	719,160	0	165,000	0	75,000	75,000			
Court Ordered	138,888	539,948	0	0	0	0	0			
Subtotal Indigent	1,349,627	1,605,506	74,032	508,276	76,882	244,694	321,576	321,576	0	321,576
JUNIOR COLLEGE	0	40,000	0	40,000	0	40,000	40,000	40,000	0	40,000
PARK & RECREATION:										
Event Center	650,027	769,174	566,145	882,072	614,126	980,051	1,594,177			
Subtotal Park & Recreation	650,027	769,174	566,145	882,072	614,126	980,051	1,594,177	652,118	942,059	1,594,177
APPRAISAL	1,065,616	687,643	1,028,840	683,503	1,023,003	715,530	1,738,533	271,311	1,467,222	1,738,533
LIABILITY INSURANCE	0	649,365	0	790,448	0	830,750	830,750	53,088	777,664	830,750
VETERANS MEMORIAL	0	92,960	0	87,900	0	25,000	25,000	25,000	0	25,000
NOXIOUS WEED	119,545	424,510	145,348	487,238	154,470	298,187	452,657	48,304	404,353	452,657
MOSQUITO ABATEMENT	83,810	137,415	86,884	143,305	88,298	123,881	212,159	34,820	177,339	212,159
FILT	0	650,000	0	1,215,459	0	800,000	800,000	800,000	0	800,000
SNOW/MOBILE	10,000	30,205	10,000	31,480	9,000	107,802	116,802	116,802	0	116,802
COUNTY WATERWAYS	0	25,000	0	25,000	0	22,000	22,000	22,000	0	22,000
OPIOID SETTLEMENT	0	250,000	0	275,000	0	275,000	275,000	275,000	0	275,000
JUVENILE FACILITY	763,635	530,926	740,741	585,339	758,745	678,720	1,437,465	1,437,465	0	1,437,465
SOLID WASTE:										
Solid Waste Disposal	761,561	6,587,700	714,420	8,120,944	709,974	7,954,339	8,664,313			
Gas to Energy Project	65,796	727,883	74,156	693,233	77,109	1,635,807	1,712,916			
Subtotal Solid Waste	827,357	7,315,583	788,576	8,814,177	787,083	9,590,146	10,377,229	10,377,229	0	10,377,229
EMERGENCY 911	0	1,011,426	0	997,500	0	1,281,184	1,281,184	1,281,184	0	1,281,184
FORENSIC PATHOLOGY	506,734	252,119	0	675,188	0	0	0	0	0	0
BC EVENTS	210,745	3,935,900	217,970	5,497,030	179,991	2,910,850	3,090,941	3,090,941	0	3,090,941
D6	682,198	588,784	614,686	484,702	593,531	699,492	1,293,023	1,293,023	0	1,293,023
GRANTS	1,050,000	16,790,000	1,050,000	11,700,000	1,050,000	1,400,000	2,450,000	2,450,000	0	2,450,000
TRUSTS	0	9,721,573	0	9,856,500	0	10,792,858	10,792,858	10,792,858	0	10,792,858
BANNOCK COUNTY	\$26,594,650	\$77,402,363	\$24,618,724	\$78,144,485	\$25,480,094	\$77,360,033	\$102,840,127	\$69,095,133	\$33,744,894	\$102,840,127

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 prior to the meeting.

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:

Attest:

Jeff Hough, Chair

Erine Moser, Member

Ken Bullock, Member

Published: Aug , 2025

Jason C. Dixon, Bannock County Clerk

**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 24, 28, 29, and 31, 2025, as approved during the meeting of August 5, 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:	Thursday, July 24, 2025
Commissioners present:	Ernie Moser, Jeff Hough, and Ken Bullock
Clerk of the Board:	Nancy Allen for Jason C. Dixon
Absent Board Members:	
Staff present:	Comptroller Kristi Klauser, Attorney Scott Pearson, and HR Director Matthew Phillips

Agenda Details

AGENDA	
	Regular Business Meeting (action items)
	Agenda:
1	<ul style="list-style-type: none"> Robert Wagner, President – Idaho State University, providing an update for ISU (requested 15 minutes)
2	<ul style="list-style-type: none"> Ryan O’Hearn, Pocatello Fire Chief, providing a quarterly update
3	<ul style="list-style-type: none"> Matthew K. Phillips, Human Resources and Risk Management, requesting signature on proposed ancillary coverage with Philadelphia Insurance for ZZ Top, Darius Rucker, and 311 & Badflower (requested 5 minutes) (action items)
4	<ul style="list-style-type: none"> Discussion pertaining to a request to waive late fee and interest on parcel number RPRPFMS000600 (AMENDED to include) possible Executive Session under Idaho Code §74-206 (1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement; with potential action following adjournment of Executive Session (requested 5 minutes) (action item)
5	<ul style="list-style-type: none"> Shanda Crystal, Procurement, requesting to discuss (1) Dioptra invoice for Road and Bridge construction project, and; (2) a procurement update (requested 10 minutes) (action item)
6	<ul style="list-style-type: none"> Kristi Klauser, Auditing, providing an ARPA update (requested 10 minutes) (potential action item)
7	<ul style="list-style-type: none"> Buddy Romriell, Public Works, seeking approval for leave without pay 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)
8	<ul style="list-style-type: none"> Signature on Volunteer Agreement (action item)
9	<ul style="list-style-type: none"> Ernie Moser, Commission, seeking (1) to discuss paying for “comfort plus” for Bannock County employees when traveling by air, and; (2) approval to attend the NACo WIR conference in spring of 2026 (requested 5 minutes) (action items)
10	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

	<ul style="list-style-type: none"> • Mileage Reimbursement Requests • Technology Request Form • Memorandum Authorization for Accounts Payable
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 8:59 AM Hough called the meeting to order and reviewed an amendment to the agenda. Moser moved to accept the amended agenda. The motion passed.
9:00 AM Wagner reviewed summer activities on campus and youth camps, increased enrolment, campus housing, new buildings for a residence hall and life sciences, a physician assistant program in the RFC building, ISU celebration week, and homecoming. Questions were addressed regarding Idaho Launch. Discussion ensued on a partnership with the INL, parking, and bus routes.
- 2 9:28 AM O'Hearn gave updates on ambulance service that included call volume, call location density, and service in Chubbuck.
- 3 9:50 AM Phillips reviewed insurance policies for concerts. Moser moved to approve the contracts. The motion passed.
- 4 9:51 AM Chief Deputy Treasurer Misty Katsilometes appeared. Hough moved to enter into executive session under Idaho Code §74-206 (1)(f) to communicate with legal counsel. The motion passed by roll call vote.
10:07 AM Hough moved to exit executive session. The motion passed. Bullock moved to rely on what state statute says and the remedy as stated with our dates and as everything as has been done. The motion passed.
- 5 10:08 AM Crystal reviewed an invoice from Dioptra for a flyover from the feasibility study. Funding options were reviewed. Public Works Director Kiel Burmester appeared and explained the need to determine elevations and distances.
10:13 AM Crystal gave procurement project updates.
- 6 10:31 AM Klauser gave updates on ARPA projects.
- 7 10:29 AM Romriell reviewed the request for leave without pay. Hough moved to approve leave without pay. The motion passed.
- 8 10:36 AM Bullock moved to approve the Volunteer Agreement. The motion passed.
- 9 10:36 AM Moser suggested, as a benefit, to make a policy change and pay up to comfort plus for airfare. Moser moved to upgrade the policy for flights to pay up to comfort plus on airfare as long as the funding is available funding. The motion passed.
10:45 AM Moser explained with the policy that outgoing elected officials do not attend an out of state conference, that he is requesting to go to WIR next year. Bullock moved to approve the request. The motion passed.
- 10 10:46 AM Discussion ensued on claims and completion of financials.
- 11 1:01 PM Senior Accountant Kaytlyn Alvord and Comptroller Kristi Klauser were present. Klauser reviewed highlights on the FY26 Clerk's recommended budget with changes from department requests, steps for those eligible, Sheriff salary requests, 22 grade changes or promotions, 3% adjustment for elected and chief deputies, Sheriff training line, two full time positions were removed, one position added for code enforcement, and D6 staff to contractor change.

1:04 PM Health insurance has an adjustment of \$300,000 spread to departments. Operations and ARPA funds rolled over \$1 million. The budget is a decrease from last year's budget of \$103,763,209 to \$102,169,908.

1:13 PM Funding was reviewed and using 3% and new construction will still reduce tax dollars by \$15.44 per taxable \$100,000. The total property tax request is \$33,744,994 versus \$32,303,587 in FY25, or \$348.85 per taxable \$100,000 versus \$364.29 in FY25. Revenues were reviewed with some declining state revenues. Reserves used for the budget are \$23,086,778.

1:17 PM Discussion ensued on the levy and homeowner's exemption.

1:24 PM The budget was turned over to the Board and meetings will be held next week.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved amended agenda.	Clerk
Approved contracts for concert insurance with Philadelphia Insurance.	Risk Management
Approved entry/exit executive session – legal discussion and rely on statute and process already followed regarding late fees and interest.	Clerk/Treasurer
Approved leave without pay.	Auditing/Public Works
Approved Volunteer Agreement.	HR
Approved policy change for airfare comfort plus and WIR conference.	Auditing



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Monday, July 28, 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,

Agenda Details

AGENDA	
1	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)
2	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

- 10:03 AM Tom Eisenhauer appeared for the Historical Museum. The revenue attributed to the Museum is 80% of sales. The third person originally requested would really only be needed when the Fort is open during the summer. Contributions from the City of Pocatello were reviewed.

10:12 AM Landfill Manager Dillon Evans appeared to discuss the third scale house staff request. Discussion ensued on automating processes, load inspections, cameras for overhead visual and remote monitoring. Moser explained the request is a year early for the additional staff.

10:21 AM Business and Event Manager Scott Crowther reviewed the Event budget has four coordinator positions, and he would like to increase the two positions with CDL's. Klauser indicated they missed that change and would have included it. Discussion ensued on the overtime budget, comp accruals, and concert schedules.

10:35 AM Prosecutor Ian Johnson received clarification on current salary versus budgeted.

10:39 AM Juvenile Probation Director Matt Olsen 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.

10:51 Olsen exited.

12:05 A recess was taken until 12:37 PM.

12:39 PM Hough moved to exit the executive session. The motion passed.

12:40 PM Donation contributions were discussed. Historically, half a million in aid has been given out. Dixon relayed from discussion with other clerks, they only pay a fraction of that. Unable to give staff cola, priority is employees. The Board considered contributions for Lava Hot Springs Veteran's Memorial, Downey American Legion, Lava Senior Center, Pocatello Senior Center, Tello Bus Support, Bannock Development Corp, Family Services Alliance, Free Clinic, Meals on Wheels Siecca, Mother Infant Care, Health West, Portneuf Soil and Water, CASA, and SEIBCC meals.

1:01 PM Under the Indigent budget, discussion ensued on contributions to the Community Guardians, Bright Tomorrows, Aid for Friends, and other contributions discussed were historical museums and Veterans Memorial. Hough requested to discuss the Tri-Share program and relayed that the City of

McCammon has put in toward the trial program. It could help solve some workforce issues. One-time monies will be used to help kick the program off the ground. Potential areas to save were discussed, along with new football fields, fencing, and a longevity bonus.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Discussed FY26 budget changes with various departments and approved entry/exit of executive session.	Auditing/Clerk



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	July 29, 2025
Commissioners present:	Ernie Moser and Jeff Hough
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	Ken Bullock
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, Attorney Scott Pearson, and HR Director Matthew Phillips

Agenda Details

AGENDA	
	Regular 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"> Discussion pertaining to delinquent taxes on RPRPSTC000300 (requested 10 minutes) (action item)
3	<ul style="list-style-type: none"> Joanne Agnelli, Ag Extension, requesting a reallocation of funds to purchase two laptops (requested 5 minutes) (action item)
4	<ul style="list-style-type: none"> 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)
5	<ul style="list-style-type: none"> Dillon Evans, Solid Waste, regarding approval of and signature on Customer Consent to Proceed with Engineering/Design (requested 5 minutes) (action item)
6	<ul style="list-style-type: none"> 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)
7	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
8	LETTERS AND NOTICES (action items): Public Hearing Notice
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 Technology Forms Minutes: Approval of Meeting Minutes for July 22, 2025, and Certification of Said Minutes
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 8:59 AM Hough called the meeting to order. Community Resources and Advocacy Director Shantal Lauu presented a cremation application for case number 20250047 and one release of lien for case number 20050147. Moser moved to approve case number 20250047 and the release of lien for case number 20050147. The motion passed.
- 2 9:01 AM Chief Deputy Treasurer Misty Katsilometes and Marie Small appeared regarding delinquent taxes on RPRPSTC000300. Katsilometes reviewed Small was given a 60-day extension at the tax deed hearing to pay on the delinquent taxes which was not fulfilled. Small explained she had a surgery and was in Utah for four weeks. The home is paid for and she would like to take out some equity to resolve this. Moser expressed sympathy but also concern for the lack of payments and follow through, not only since the hearing, but not paying in four years. The Board indicated the interest will not be waived and will give 30 days to make payment.
- 3 9:06 AM Agnelli reviewed request to reallocate funds to purchase laptops for the fair and other uses in the office. Moser moved to approve the reallocation. The motion passed.
- 4 9:08 AM Burmester reviewed the agreement to plow parking lots for snowmobiling. Moser moved to approve agreement with the Forest Service. The motion passed.
- 5 9:11 AM Klauser reviewed the consent to move forward with engineering design to move the power for the scale house.
- 6 9:11 AM Phillips reviewed insurance coverage for concerts. Moser moved to approve the insurance estimates. The motion passed.
- 7 9:14 AM Hough moved to approve Ordinance 2025-03. The motion passed. Hough moved to approve Ordinance 2025-04. The motion passed.
- 8 9:14 AM Hough moved to approve the public hearing notice for a rezone application. The motion passed.
- 9 9:15 AM Moser moved to approve the consent agenda. The motion passed.
- 10 10:03 AM Commissioner Bullock appeared telephonically. Klauser reviewed adjustments made from previous discussions. A new projected revenue sheet shows a reduction of \$15.44 per \$100,000 in taxable value and the homeowner's tax relief should reduce that more. Discussion ensued on Veterans, Aid for Friends, Free Clinic, Family Services Alliance, and the increased furniture quote for Juvenile. The numbers will be double checked, but will result in a levy reduction on the County's part.
- 11 Cancelled.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved cremation assistance for case number 20250047 and release of lien for case number 20050147.	Indigent
A 30-day extension was given to pay taxes for parcel RPRPSTC000300.	Treasurer
Approved reallocation for laptops.	Ag Ext.
Approved agreement with Forest Service.	Snowmobile
Approved consent to proceed with engineering/design with Idaho Power.	Landfill
Approved insurance coverage for concerts.	Risk Management
Approved Ordinance Nos. 2025-03 Amendment No. 69 to Zoning Ordinance No. 1998-1 and 2025-04 Amendment No. 70 to Zoning Ordinance No. 1998-1.	Planning
Approved publication for rezone public hearing and consent agenda.	Clerk



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 SICO (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