



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, August 5, 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 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"> Wes Jones, Office of Emergency Management, requesting approval of and signature on Rental and Lease Agreement with SICO (requested 10 minutes) (action item)
3	<ul style="list-style-type: none"> 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)
4	<ul style="list-style-type: none"> 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)
5	RESOLUTIONS AND ORDINANCES (action items): Resolution 2025-50 Approving July 2025 Salaries Resolution 2025-51 Approving July 2025 Alcohol Licenses
6	LETTERS AND NOTICES (action items): Public Hearing Notices
7	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 24, 28, 29, and 31, 2025, and Certification of Said Minutes

Meeting Notes

- 1 9:00 AM Hough called the meeting to order. Community Resources and Advocacy Director Shantal Lauu presented a cremation application for case number 20250048. Moser moved to deny case number 20250048. The motion passed.
- 2 9:01 AM Jones reviewed the proposed lease agreement with SICOG. Discussion ensued on the budget, pass through funding, and training. Hough moved to approve the relocation with funds from the pass-through grant. Bullock suggested an amendment regarding a time limit. Hough amended the motion to include a one-year lease. The motion passed with Hough and Bullock for. Moser opposed.
- 3 9:10 AM Facilities Director Dan Kendall and Public Works Director Kiel Burmester also appeared. Crystal reviewed a proposed change order for \$45,000 for asbestos abatement. Other options are being looked at and Headwaters is also looking for other services. Burmester reported on new regulations for government entities doing abatement with a limit of 160 square feet. Anything more than that would require that an employee be trained for observation or that a contractor be hired. A new quote was submitted for \$10,000 with a request to waive Landfill fees. A new change order will be forthcoming with Headwaters.
- 4 9:19 AM Klauser reviewed an invoice for pickleball equipment. The claim will be paid from the department's budget.
9:21 AM Moser moved to enter into executive session under Idaho Code §74-206(1)(e) to consider preliminary negotiations involving matters of trade. The motion passed by roll call vote.
9:26 AM Hough moved to exit executive session. The motion passed. Hough reviewed the audit discussion.
- 5 9:26 AM Bullock moved to approve Resolution Numbers 2025-50 and 51. The motion passed.
- 6 9:27 AM Hough moved to approve the public hearing notice for the fee schedule. The motion passed. The motion was amended to include notice for the budget hearing. The motion passed.
- 7 9:28 AM Bullock moved to approve the items on consent agenda. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Denied application for cremation assistance for case number 20250048.	Indigent
Approved lease with SICOG for Emergency Management.	OEM
Approved entry/exit executive session – matters of trade.	Clerk
Approved Resolutions 2025-50 Approving July 2025 Salaries and 2025-51 Approving July 2025 Alcohol Licenses.	Clerk
Approved publications for public hearing notice for budget and fee schedule.	Clerk/Auditing
Approved consent agenda.	Clerk

In the Matter of APPROVING)
JULY 2025 SALARIES)

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

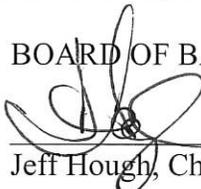
RESOLUTION

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

**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.

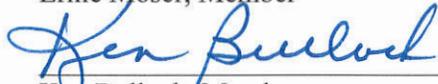
BOARD OF BANNOCK COUNTY COMMISSIONERS



Jeff Hough, Chair



Ernie Moser, Member



Ken Bullock, Member

ATTEST:



Jason C. Dixon, Clerk