



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Thursday, August 7, 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 John Radford, and HR Director Matthew Phillips

Agenda Details

AGENDA	
	Regular Business and Claims Meeting (action items)
1	BOARD OF AMBULANCE DISTRICT <ul style="list-style-type: none"> Kindee Kananen, Idaho State University, requesting an Ambulance Standby Fee Waiver for the ISU Rodeo Team (requested 5 minutes) (action item)
2	BOARD OF COUNTY COMMISSIONERS <ul style="list-style-type: none"> Maggie Mann, Southeast Idaho Public Health Department, providing a quarterly update
3	<ul style="list-style-type: none"> Lori Spencer, Juvenile Detention, requesting mileage reimbursement (requested 5 minutes) (action item)
4	<ul style="list-style-type: none"> Wes Jones, Emergency Management, seeking approval to write and submit Homeland Security Grant Program Proposal for FY25 cycle (requested 5 minutes) (action item)
5	<ul style="list-style-type: none"> Dillon Evans, Landfill, requesting approval of and signature on a Rental Agreement with Vermeer Mountain West (requested 5 minutes) (action item)
6	<ul style="list-style-type: none"> Kristi Klauser, Auditing, seeking approval and signature on a check request for a reimbursement to Pocatello Fire Department for AFG Grant purchases (requested 5 minutes) (action item)
7	<ul style="list-style-type: none"> Jason Dixon, Clerk, regarding a discussion about Bannock County real properties 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)
8	<ul style="list-style-type: none"> (AMENDED to include) Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (action item)
9	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

Meeting Notes

- 1 9:00 AM Hough called the meeting to order and reviewed an additional amendment. Moser moved to approve the amended agenda. The motion passed.
9:01 AM Moser moved to enter into the Board of Ambulance. The motion passed. Fire Chief Ryan O’Hearn also appeared and reviewed the fee waiver request for ISU rodeo for 9 hours at a cost of \$1,530. Discussion ensued on the rodeo budget and event. Bullock moved to waive the fee. The motion passed. Moser moved to exit the Board of Ambulance. The motion passed.
- 2 Cancelled.
- 3 9:07 AM Juvenile Detention Director Seth Scott appeared and reviewed the request for mileage reimbursement. Bullock moved to approve the reimbursement. The motion passed.
- 4 9:09 AM Jones reviewed the NOFO for the grant. Upon award, notification will be sent as to how funds will be spent. Moser moved to approve applying for the grant. The motion passed.
- 5 9:25 AM Evans reviewed an updated contract with Vermeer Mountain West. Hough moved to approve the contract. The motion passed.
- 6 9:26 AM Klauser reviewed the check request for the AFG grant. Bullock moved to authorize signature. The motion passed.

9:27 AM Procurement Officer Shanda Crystal appeared and reviewed a change order to abate the asbestos at the old Event Center office. Hough moved to approve the potential change order for abatement of asbestos debris and waive the Landfill fee for such abatement. The motion passed.
- 7 9:30 AM Hough moved to enter executive session under Idaho Code §74-206(1)(e) to consider preliminary negotiations involving matters of trade or commerce and for a second discussion under Idaho Code §74-206(1)(a)&(b) regarding personnel. The motion passed by roll call vote.
- 8 10:28 AM Hough moved to exit executive session. The motion passed. Hough reviewed the discussion regarding a bill of sale for emergency services equipment on Kinport. The Clerk will prepare an inventory. Hough reviewed that a property was quitclaimed in error and will be quitclaimed back to the County. Moser moved to have the property quitclaimed back. The motion passed.
- 9 10:31 AM Klauser reviewed an invoice from United Way for the daycare program and funding was discussed. This is a pilot program that one-time funds were suggested for one year, being County Operations miscellaneous expense. Moser moved to add the invoice to the invoices for approval. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved amended agenda.	Clerk
Approved entry/exit Board of Ambulance and fee waiver for ISU Rodeo.	Ambulance
Approved mileage reimbursement.	Juvenile
Approved applying for Homeland Security grants.	OEM/Grant Team
Approved updated contract with Vermeer Mountain West.	Landfill
Approved check request for AFG grant.	Auditing
Approved change order for asbestos abatement and Landfill fee waiver for Event Center office.	Procurement

Approved entry/exit executive session – preliminary negotiations and personnel.	Clerk
Approved quitclaim of property back to County.	Clerk
Approved claims.	Clerk