



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.

Thursday, September 11, 2025

9:00 AM Business Meeting (action items)

Work Session Agenda:

- Charity Staggs, SICOG, requesting acceptance of the Good Neighbor Authority Award from the U.S. Department of Interior (requested 5 minutes) (action item)
- Discussion pertaining to property taxes and Tax Deed on parcel number RPRPSTC000300 (requested 10 minutes) (action item)
- Daniel Kendall, Buildings and Grounds, seeking to discuss a service road at the new YDC location (requested 5 minutes) (action item)
- Wes Jones, Emergency Management, providing an Emergency Management update
- Kiel Burmester, Public Works, providing a monthly Public Works update
- Reading of the Patriot's Day Proclamation (action item)
- Budget Discussion (requested 5 minutes) (action item)
- Emma Iannacone, Public Information, requesting a potential 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)
- Executive Session under Idaho Code §§74-206(1)(a)&(b) regarding personnel and (f) potential litigation with potential action following adjournment of Executive Session (requested 10 minutes) (action item)

Claims Agenda:

- 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
- Cardholder User Agreement and Authorization



FOR COMMISSION OFFICE USE:	
DATE _____	TIME _____

Agenda Request Form

The Board of Bannock County Commissioners business meetings are generally held on **Tuesday** 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.

Email this completed form and any supporting documents to agendarequest@bannockcounty.us by 5:00 PM the Wednesday prior to the scheduled meeting.

Name/Department: SICOG/OEM

Phone/Email: 208-233-4535

Item to be considered: Acceptance of GNA Award

Informational background:

Presenting 2nd part of GNA award for acceptance

1. What meeting are you requesting? 9/11/20
2. How much time will be needed for this agenda item? 5 minutes or less
3. Is Commission action requested (decision, approval, signature, or guidance)? Approval
4. Does this request involve a contract, agreement, external funding source, or award acceptance? YES
5. What is the potential financial impact of this request? 0
6. Have all supporting documents been included with this form? YES
7. Will you be using presentation software or have other presentation needs? (if YES, provide presentation with this form) NO
8. Name and contact information for others who should be invited to attend:

Wes Jones, Nancy Allen

1. DATE ISSUED MM/DD/YYYY 09/02/2025
 1a. SUPERSEDES AWARD NOTICE dated 09/08/2024 except that any additions or restrictions previously imposed remain in effect unless specifically rescinded

NOTICE OF AWARD



AUTHORIZATION (Legislation/Regulations)
 Good Neighbor Authority 16 U.S.C 2113a (b) (1) (A)

2. ASSISTANCE LISTING NUMBER
 15.015 - Good Neighbor Authority

3. ASSISTANCE TYPE Cooperative Agreement

4. GRANT NO. L24AC00423-01
 Originating MCA #

5. TYPE OF AWARD
 Other

4a. FAIN L24AC00423
 5a. ACTION TYPE Post Award Amendment

6. PROJECT PERIOD MM/DD/YYYY
 From 09/09/2024 Through 08/31/2029

7. BUDGET PERIOD MM/DD/YYYY
 From 09/09/2024 Through 08/31/2029

8. TITLE OF PROJECT (OR PROGRAM)
 ID Fuels Reduction at Lava Ranches, Crystal Springs, near Bannock County Landfill

9a. GRANTEE NAME AND ADDRESS
 BANNOCK COUNTY
 624 E Center St STE 104
 Pocatello, ID, 83201-6274

9b. GRANTEE PROJECT DIRECTOR
 Wes Jones
 624 East Center
 Pocatello, ID, 83201-6221
 Phone: 208-236-7104

10a. GRANTEE AUTHORIZING OFFICIAL
 Nancy Allen
 624 E Center St
 Pocatello, ID, 83201-6221
 Phone: 208-236-7020

10b. FEDERAL PROJECT OFFICER
 Kayla Blades
 1387 S Vinnell Way
 Suite 216
 Boise, ID, 83709-8370
 Phone: 208-373-3881

ALL AMOUNTS ARE SHOWN IN USD

11. APPROVED BUDGET (Excludes Direct Assistance)	
I Financial Assistance from the Federal Awarding Agency Only	—
II Total project costs including grant funds and all other financial participation	II
a. Salaries and Wages	0.00
b. Fringe Benefits	0.00
c. Total Personnel Costs	0.00
d. Equipment	0.00
e. Supplies	0.00
f. Travel	0.00
g. Construction	0.00
h. Other	0.00
i. Contractual	396,200.00
j. TOTAL DIRECT COSTS	\$ 396,200.00
k. INDIRECT COSTS	\$ 10,500.00
l. TOTAL APPROVED BUDGET	\$ 406,700.00
m. Federal Share	\$ 406,700.00
n. Non-Federal Share	\$ 0.00

12. AWARD COMPUTATION	
a. Amount of Federal Financial Assistance (from item 11m)	\$ 406,700.00
b. Less Unobligated Balance From Prior Budget Periods	\$ 0.00
c. Less Cumulative Prior Award(s) This Budget Period	\$ 250,000.00
d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	\$ 156,700.00
13. Total Federal Funds Awarded to Date for Project Period	\$ 406,700.00

14. RECOMMENDED FUTURE SUPPORT (Subject to the availability of funds and satisfactory progress of the project):			
YEAR	TOTAL DIRECT COSTS	YEAR	TOTAL DIRECT COSTS
a. 2	\$	d. 5	\$
b. 3	\$	e. 6	\$
c. 4	\$	f. 7	\$

15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:

a. DEDUCTION
 b. ADDITIONAL COSTS
 c. MATCHING
 d. OTHER RESEARCH (Add / Deduct Option)
 e. OTHER (See REMARKS)

e

16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARDING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:

a. The grant program legislation
 b. The grant program regulations.
 c. This award notice including terms and conditions, if any, noted below under REMARKS.
 d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.

In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.

REMARKS (Other Terms and Conditions Attached - Yes No)
 See next page

GRANTS MANAGEMENT OFFICIAL:
 Kayla Blades, Grants Management Officer
 1387 S Vinnell Way
 Suite 216
 Boise, ID, 83709-8370
 Phone: 208-373-3881

17. VENDOR CODE	0070233690	18a. UEI	JCN5K8AWYGB1	18b. DUNS	19. CONG. DIST.	02
LINE#	FINANCIAL ACCT	AMT OF FIN ASST	START DATE	END DATE	TAS ACCT	PO LINE DESCRIPTION
2	0054009962-00010	\$156,700.00	09/09/2024	08/31/2029	1125	Bannock County Agreement Adding Funds

NOTICE OF AWARD (Continuation Sheet)

PAGE 2 of 3	DATE ISSUED 09/02/2025
GRANT NO. L24AC00423-01	

REMARKS:

This amendment is providing additional financial assistance in the amount of \$156,700.00 (block 12d), which officially modifies and increases the Federal funding for this agreement from \$250,000.00 to \$406,700.00 (blocks 12c and 13, respectively). Additional funding is being added to continue support for this agreement as outlined in the project proposal.

This amendment officially modifies the Program Officer (PO) to Greg Mann, Supervisory Wildland Firefighter, gdmann@blm.gov, 208-478-6374, because the original PO, Kasey Hill, has left the BLM and nominated Greg as the new PO.

Program income is not allowed to be generated under this agreement.

All submission materials and correspondence related to application BLM-GNA-2025-000449 are hereby incorporated by reference.

For the most recent DOI Grant and Cooperative Agreement Terms and Conditions, please visit <https://www.doi.gov/grants/doi-standard-terms-and-conditions>.

All other terms and conditions remain unchanged.

ASAP.gov account line 2 must be used only for Bipartisan Infrastructure Law (BIL), also known as the infrastructure Investment and Jobs Act, related projects. Please work with your program officer and technical advisors to ensure this funding is drawn down for Bipartisan Infrastructure Law related work. If the wrong line item is drawn, recipient may be subject to refund and re-draw from the proper line item.

NOTICE OF AWARD (Continuation Sheet)

PAGE 3 of 3	DATE ISSUED 09/02/2025
GRANT NO. L24AC00423-01	

Federal Financial Report Cycle			
Reporting Period Start Date	Reporting Period End Date	Reporting Type	Reporting Period Due Date
09/09/2024	09/30/2024	Annual	12/29/2024
10/01/2024	09/30/2025	Annual	12/29/2025
10/01/2025	09/30/2026	Annual	12/29/2026
10/01/2026	09/30/2027	Annual	12/29/2027
10/01/2027	09/30/2028	Annual	12/29/2028
10/01/2028	08/31/2029	Final	12/29/2029

Performance Progress Report Cycle			
Reporting Period Start Date	Reporting Period End Date	Reporting Type	Reporting Period Due Date
09/09/2024	09/30/2024	Annual	12/29/2024
10/01/2024	09/30/2025	Annual	12/29/2025
10/01/2025	09/30/2026	Annual	12/29/2026
10/01/2026	09/30/2027	Annual	12/29/2027
10/01/2027	09/30/2028	Annual	12/29/2028
10/01/2028	08/31/2029	Final	12/29/2029

BANNOCK COUNTY COMMISSIONERS

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



ERNIE MOSER
Commissioner
1st District

JEFF HOUGH
Commissioner
2nd District

KEN BULLOCK
Commissioner
3rd District

Business Meeting Agenda Request Form

The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:15 a.m.** in the Commissioners' Chambers in the Bannock County Courthouse, Room 212; 624 E Center Pocatello, Idaho or as noticed **48 hours** prior to the meeting at <https://bannockcounty.us/commissioners/>. The Commissioners also hold meetings throughout the week as coordinated with the Commissioners' staff. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special accommodations to participate in public meetings should contact the Commissioners' Office at 208-236-7210, three to five working days before the meeting.

Requestor Name:

Commission

Department:

Commission

Requestor Email:

commission@bannockcounty.gov

Item(s) to be considered:

Discussing property taxes and Tax Deed for parcel number RPRPSTC000300

Date of meeting being requested:

09/11/2025

Time requested:

10 Minutes

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

No

Contract/Agreement Begin Date:

Contract/Agreement End Date:

List of additional attendees:

Misty Katsilometes, Jennifer Clark

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:

Dan Kendall

Department:

Buildings and Grounds

Requestor Email:

danielk@bannockcounty.us

Item(s) to be considered:

YDC service road discussion

Date of meeting being requested:

09/11/2025

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:

Kristi Klauser

BANNOCK COUNTY COMMISSIONERS

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



ERNE 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:

Wes Jones

Department:

Emergency Management

Requestor Email:

wesj@bannockcounty.gov

Item(s) to be considered:

Quarterly Emergency Management update

Date of meeting being requested:

09/11/2025

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:

Wes Jones

BANNOCK COUNTY COMMISSIONERS

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



ERNE 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:

Kiel Burmester

Department:

Public Works

Requestor Email:

kielb@bannockcounty.gov

Item(s) to be considered:

Providing a monthly Public Works update

Date of meeting being requested:

09/11/2025

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:

Kiel Burmester, Buddy Romriell,



Proclamation

WHEREAS, On September 11, 2001, the American people endured the worst terrorist attack on U.S. soil in the Nation's history with courage and heroism; and

WHEREAS, in response to this tragedy, Americans across the country came together in a remarkable spirit of patriotism and unity, carrying out countless acts of bravery, kindness, generosity, and compassion; and

WHEREAS, Community organizations and family members of 9/11 victims began observing the anniversary of September 11th to honor the memory of those who were lost and those who united in response to the tragedy, including first responders and volunteers; and

WHEREAS, those who put their lives in harm's way on a daily basis to protect our citizens, are deeply appreciated; and

WHEREAS, twenty-four years ago, first responders found themselves in the front lines of war; and

WHEREAS, first responders and volunteers sacrifice in service every day for our community, keeping us all safe and secure; and

WHEREAS, On September 11, 2025, we embrace an opportunity to honor 9/11 victims and heroes on behalf of our community, and

WHEREAS, Bannock County residents are encouraged to embrace each day with the unity and kindness of September 12, 2001.

NOW, THEREFORE, We, Bannock County Commissioners Jeff Hough, Ernie Moser, and Ken Bullock, do hereby proclaim, September 11, 2025, as

Patriot's Day

in Bannock County and we call our citizen's attention to this observance and appropriate ceremonies to honor the lives of those lost through remembrance and celebration of their dedication to our country.

IN WITNESS WHEREOF, we hereby set our hands on this 11th day of September, in the year two thousand and twenty-five.

BOARD OF BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chair

Ernie Moser, Commissioner

Ken Bullock, Commissioner

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:

Commissioner Bullock

Department:

Commission

Requestor Email:

commission@bannockcounty.gov

Item(s) to be considered:

Budget discussion

Date of meeting being requested:

09/11/2025

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



ERNE 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:

Emma Iannacone

Department:

Public Information Office

Requestor Email:

emmai@bannockcounty.gov

Item(s) to be considered:

FMLA plan and remote work request - potential Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following Executive Session

Date of meeting being requested:

09/11/2025

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:

Matthew Phillips

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:

Commissioner Moser

Department:

Commission

Requestor Email:

commission@bannockcounty.gov

Item(s) to be considered:

Executive Session under Idaho Code §§74-206(1)(a)&(b) and (f) regarding personnel and potential litigation with potential action following adjournment of executive session

Date of meeting being requested:

09/11/2025

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:

Torey Danner