



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, October 21, 2025
Commissioners present:	Ernie Moser, Jeff Hough, and Ken Bullock
Clerk of the Board:	Deputy Clerk Shantal Lauulu for Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Shantal Lauulu, Comptroller Kristi Klauser, Attorney Jonathan Radford, and HR Director Matthew Phillips

Agenda Details

AGENDA	
	Commissioners' Regular Business Meeting (action items)
1	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	Charity Staggs, SICOG, presenting Grant Award for approval and signature (requested 5 minutes) (action item)
3	Shanda Crystal, Procurement, requesting a potential signature on an Increase Penalty Rider on the bond for the Road & Bridge roof project (requested 5 minutes) (action item)
4	Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (requested 10 minutes) (potential action item)
5	Tony Manu, Sheriff, seeking to discuss how to cover cost to recharge fire retardant in main IT room at Sheriff's office (requested 15 minutes) (action item)
6	Kiel Burmester, Public Works, providing a monthly Public Works update
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 • Mileage and Travel Approvals • Approval of and signature on certification for meeting minutes for October 10 and 14, 2025.
8	Public Hearing Establishing the McCammon Area of City Impact (action item)
9	Public Hearing Establishing the Downey Area of City Impact (action item)
10	Public Hearing Establishing the Pocatello Area of City Impact (action item)
11	Public Hearing Establishing the Chubbuck Area of City Impact (action item)
12	Public Hearing Establishing the Arimo Area of City Impact (action item)
13	Public Hearing Establishing the Inkom Area of City Impact (action item)
14	Public Hearing Establishing the Lava Hot Springs Area of City Impact (action item)

Meeting Notes

- 9:00 AM Hough called the meeting to order. Community Resources and Advocacy Director Shantal Lauulu presented cremation applications for case numbers 20260001, 20260002, 20260003, and 20260004

Moser moved to approve the cases as presented. The motion passed.

- 2 9:03 AM Staggs presented a grant award for the Cottonwood Valley project for acceptance. Discussion ensued on indirect costs and how the project is progressing. Bullock moved to approve the acceptance. The motion passed. move forward with approval- passed.
- 3 9:07 AM Crystal explained there was a miscommunication regarding the bond amount and this rider will increase the bond to include the “add alternate” for the additional material. Moser moved to approve the rider. The motion passed.
- 4 9:32 AM Hough moved to enter into executive session under Idaho Code §74-206(1)(a)&(b) regarding personnel. The motion passed by roll call vote. Juvenile Probation Director Matt Olsen and Chief Juvenile Probation Officer Todd Mauger were present. 9:39 AM Hough moved to exit executive session. The motion passed. Hough reviewed the discussion included an exceptional placement for a new hire and moved to approve the request. The motion passed.
- 5 9:09 AM Chief Deputy Sheriff Alex Hamilton and Chief Technical Officer Adam McKinney also appeared. Discussion ensued on funds to replenish fire retardant gas at the jail. Options were reviewed and funding from the grant match line will be used up to \$31,100. A resolution will be prepared for the reallocation.
- 6 9:14 AM Noxious Weed Supervisor Kathy Dahlke and Mosquito Abatement Supervisor Dana Evans also appeared. Updates were provided on fogging, trap numbers, drones, chemical sales, road miles sprayed, cost-share, helicopter spraying, new invader species, and specific weeds.
- 7 9:40 AM Bullock moved to approve the consent agenda. The motion passed

Public hearings to establish areas of city impact with each city were held. Planning and Development Director Hal Jensen, Assistant Director Tristan Bourquin, and Zoning Planner Annie Hughes were present. Hough clarified these hearings are not for annexation.

- 8 1:30 PM McCammon Mayor Karlene Hall was present. Moser moved to open the public hearing. The motion passed.
1:32 PM Buck Hedges expressed he lives south of McCammon and not in city limits. He does not want to live in city limits nor annexed.
1:33 PM Dave Treasure thanked staff and expressed that the matter is clarified and that the area was downsized.
1:33 PM Hall expressed that the areas on the map are people that approached the city to be annexed and that could be likely in the next five years.
Bullock moved to close the public hearing. The motion passed. Discussion that the area did shrink.
- 9 1:45 PM Downey Mayor Rex Nielson was present. Moser moved to open the public hearing. The motion passed.
1:46 PM Lyle Criddle questioned the purpose. Hough explained the process is to define an area that a city feels it will annex in the next five years and be able provide city services. Currently, those areas, in some instances, are beyond a two-mile radius and being reduced to a realistic area. Confusion existed on the meaning and purpose of an area of city impact. It was explained this is merely procedural to follow Idaho Statute.
1:51 PM Bullock moved to close the public hearing. The motion passed. Jensen gave clarification that Bannock County is a subdivision of the state and answers to the state. Cities function under a special charter. They do not have the ability to grow outside their defined lines. An area of city impact is a planning tool that is required by the state under the Land Use Planning Act. A new legislative statute was adopted at the first of the year that counties must renegotiate areas of city impact. The area of city impact is nothing more than a city anticipating where they can potentially grow in the next five years and it is only a planning tool. It does not change zoning, city boundary lines, taxes, or representation. The commissioners are the legislative body for anyone that lives in the county. A mayor and council are the legislative body for those that live in a city. The notification citizens received was required by statute, along with holding a public hearing. This does not change anything about life the way it currently sits.

The size of the areas of impact for all the cities have been reduced. If someone received notice for this hearing, they were already in an ACI and will remain in an ACI.

- 10** 2:01 PM Moser moved to open the public hearing for the City of Pocatello. The motion passed.
2:03 PM Nicki Johnson questioned if being in an area of city impact means she will be annexed. Hough explained the property has already been in an area of city impact for at least ten years. The process for annexation is completely different. The ACI is a planning tool for future growth. There will be no impact to taxes. Johnson indicated if they were annexed in and questioned if they would get water and sewer. Hough explained the ACI tool helps a county work with a city for subdivision standards in those areas to align with that city's standards.
2:06 PM The remaining individuals that signed up to speak withdrew. Bullock moved to close the public hearing. The motion passed.
2:06 PM Jensen gave the same explanation as the previous hearing.
2:08 PM Tiffany Diller approached to question when her property on Buckskin was put in the ACI and if she could opt out. Jensen explained that opting out is not an option, that this is a planning tool. If development happens that direction and city services are pushed there, then annexation could happen. City services also include ambulance, police, and fire. Those services become the responsibility of the city as a property is annexed. The tool exists to effectively manage growth between the county and the city.
2:11 PM Jensen welcomed citizens to visit his office for questions and to walk through the process and decisions that are made.
2:11 PM Kathy Rogers indicated she attempted to visit the website to learn the purpose of the notice, but she was unable to find more information. Hough moved to close the public hearing. The motion passed.
- 11** 2:19 PM Hough called the hearing for the Chubbuck area of city impact to order. Jensen explained the purpose of the hearing as
2:23 PM Moser moved to open the public hearing. The motion passed.
2:23 PM Keith Jensen, Novatech Corporation, found industrial land to purchase for the company. Being in the ACI is a threat to the company's expansion. Appeals to keep land in the county and under the protection of the Commission.
2:26 PM Brett Carlsen indicated the agreement requires Chubbuck be given sole discretion for annexation. So the county's responsibility is deferred to the city. So then the city can just take it. The map was discussed and that if his property is already in an ACI, he did not receive notice. His father signed an agreement in 1976 with the Chubbuck mayor that his property could not be annexed without his father's written agreement. But the agreement proposed requires the developer concede to the city and their discretion. Hough explained that process only happens if and when the city would be looking to annex.
2:28 PM Bourquin explained that condition is only if the development is connecting to city water and sewer.
2:30 PM Josh Bringhurst owns four lots with his family. It's a shame the mayor did not attend. Property development and zoning around the property was reviewed. There's no growth potential past his property. He wants to keep his property county and does not want to be in the city of Chubbuck. He does not feel the blamed planning tool has been made clear. It appears an ambiguous thing is making decisions and not a person.
2:33 PM Walt Gerback has a subdivision across the street. He does not want to be annexed or have city utilities.
2:33 PM Mike Dubbe could not figure out the map line and requested clarification.
2:35 PM Jensen explained the ACI planning tool.
2:39 PM Moser explained cities were taught many years ago to make ACI big, now state required to make them what is potential to annex in five years.
2:41 PM Bullock moved to close the public hearing. The motion passed.
- 12** 2:48 PM Moser moved to open the public hearing for the Arimo area of city impact. The motion passed. Jensen explained the hearing purpose and requirements. There are residents on the city's water, but not included in the ACI. Jennie Foster, Arimo City Clerk was present. There were no members of the public signed up to comment. Bullock moved to close the public hearing. The motion passed.

- 13** 2:52 PM Moser made a motion to open the public hearing for the ACI for the City of Inkom. The motion passed. Jensen explained the hearing purpose. 2:55 PM Hough moved to close the public hearing. The motion passed.
- 14** 2:56 PM Bullock moved to open the public hearing. The motion passed. Moser explained the original ACI's were made 20 years ago and as big as the city could, but cities thought they had control in those areas. The state has mandated new ACI's and those areas are being reduced to the potential area that can be annexed in five years and services provided. Discussion ensued on previous processes, protection of water, misinterpretations, future growth with proper infrastructure.
- 3:13 PM Kerby Pagnotto was not notified of the hearing. She is opposed of being annexed and has been fighting that for years. She is not connected to services. She originally requested annexation, but the property was rezoned and a conditional use was given. Hough pointed out she did not get notified because the property is not included in the ACI. There were questions on the property location.
- 3:17 PM Megan Reno is not in the area of impact, but has some businesses that are. She questioned if there are other agreements in place for authority. Bourquin explained the requirement to connect to city water and sewer before the development agreement would come into play.
- 3:19 PM Lisa Toly has property under implied consent and questioned with the comprehensive plan, the new ordinance of the city, and the potential development authority, if it replaces state statute.
- 3:21 PM Moser pointed out the City of Lava wanted a lot more.
- 3:22 PM Bullock moved to close the public hearing. The motion passed.

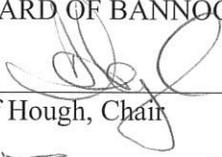
Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved cremation assistance for case numbers 20260001, 20260002, 20260003, and 20260004.	Indigent
Approved grant award for Cottonwood Valley fuels reduction.	OEM/Grant Team
Approved rider for Thomas D. Roofing contract.	Procurement
Reallocation of up \$31,100 from grant match for fire retardant.	Sheriff/Resolution
Approved exceptional placement request for new hire.	Juvenile/HR/Auditing
Approved consent agenda items.	Clerk/Auditing
ACI public hearings conducted.	Planning

**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 October 10 and 14, 2025, as approved during the meeting of October 21, 2025.

BOARD OF BANNOCK COUNTY COMMISSIONERS

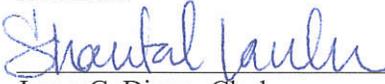


Jeff Hough, Chair

Ernie Moser, Member

Ken Bullock, Member

ATTEST:



Jason C. Dixon, Clerk