



MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

Meeting Details

Date of Meeting:	Tuesday, October 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, HR Director Matthew Phillips, and Attorney Jonathan Radford

Agenda Details

AGENDA	
Commissioners' 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 (requested 5 minutes) (action item)
2	<ul style="list-style-type: none"> Randy Hobson, Chief Deputy Assessor, request to discuss a tax cancellation/value cancellation (requested 5 minutes) (potential action item)
3	<ul style="list-style-type: none"> Kristi Klauser, Comptroller, request (1) for a potential signature on lease documents for 2025 loader and 2025 grader and (2) for approval of 3rd quarter unemployment with a potential executive session under Idaho Code §74-206(1)(d) regarding records exempt from disclosure with potential action following adjournment of Executive Session (requested 10 minutes) (potential action item)
4	<ul style="list-style-type: none"> Ernie Moser, Commissioner, request to discuss an interest in real property with potential Executive Session under Idaho Code §74-206(1)(c) regarding acquiring an interest in real property with potential action following adjournment of Executive Session (requested 10 minutes) (potential action item)
5	RESOLUTIONS AND ORDINANCES (action items): Resolution No. 2025-74 Authorization and Order to Reallocate Fund
6	SIGNATURE ONLY (action items): Quit Claim Deeds Mountain Shadow Landscaping contract for snow removal Vestis credit application
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 Minutes: Approval and signature on certification of meeting minutes for October 17 and 21, 2025

Meeting Notes

- 1 9:00 AM Hough called the meeting to order.
9:01 AM Community Resources and Advocacy Director Shantal Lauulu presented cremation applications for case numbers 20260005 and 20260006. Hough reviewed releases of lien for cases 20180211, 20120250, and 20100273 were also submitted for approval. Hough moved to approve case numbers 20260005 and 20260006 and the lien releases. The motion passed.
- 2 9:02 AM Assessor Anita Hymas and Treasurer Jennifer Clark appeared. There were no questions regarding the cancellation requests. Bullock moved to approve the tax cancellation requests. The motion passed.
- 3 9:03 AM Klauser requested approval of the leases for the 2025 loader and grader and disclosed an adjustment of interest rate. Moser moved to approve the lease agreements. The motion passed.
9:04 AM Klauser reviewed the quarterly unemployment claims. Hough moved to approve the unemployment report. The motion passed.
- 4 9:08 AM Hough moved to enter into executive session under Idaho Code §74-206(1)(c) regarding acquiring an interest in real property. The motion passed by roll call vote. 9:16 AM Hough moved to exit executive session. The motion passed. Moser moved to hold off on the Road and Bridge construction projects to further investigate property. The motion passed.
- 5 9:05 AM Hough reviewed the signature items included Resolution 2025-74, Mountain Shadow Landscaping contract, credit application for Vestis, consent agenda, and five quit claim deeds. Moser moved to approve the items. The motion passed.

Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved cremation assistance for case numbers 20260005 and 20260006 and releases of lien for cases 20180211, 20120250, and 20100273.	Indigent
Approved tax cancellation requests.	Assessor/Treasurer
Approved lease agreements for 2025 loader and grader, and quarterly unemployment report.	Auditing
Approved entry/exit executive session – property; and to pause Road and Bridge construction projects to investigate property.	Clerk/Procurement
Approved Resolution No. 2025-74 Authorization and Order to Reallocate Fund.	Clerk
Approved Mountain Shadow Landscaping contract, Vestis credit application, consent agenda, and quit claim deeds.	Sheriff/Auditing/ Commission

RESOLUTION

WHEREAS, a request was considered to reallocate funds to cover fire retardant replenishment in the jail server room that was not originally budgeted for; and

WHEREAS, Idaho Code §31-1508 permits reallocation of money that has become inoperative for the purpose for which the fund was created; and

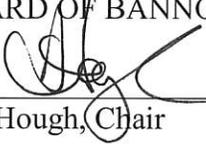
WHEREAS, this reallocation will not impact the budget negatively;

NOW THEREFORE, BE IT RESOLVED that the Auditor's Office is hereby authorized and ordered to reallocate funds in the following budget lines:

Fiscal Year 2026:

TO:	110109-46100	31,100
FROM:	110109-89910	31,100

BOARD OF BANNOCK COUNTY COMMISSIONERS



Jeff Hough, Chair



Ernie Moser, Member



Ken Bullock, Member

ATTEST:

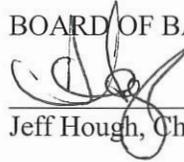


Jason C. Dixon, Clerk

**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 October 17 and 21, 2025, as approved during the meeting of October 28, 2025.

BOARD OF BANNOCK COUNTY COMMISSIONERS



Jeff Hough, Chair



Ernie Moser, Member



Ken Bullock, Member

ATTEST:



Jason C. Dixon, Clerk